

KINGSKERSWELL PARISH COUNCIL
Meeting held on Monday 27th January 2020
MINUTES



The Chair welcomed everyone to the meeting

Apologies: Cllr S Cook.

Present: Councillors M Haines, P Hartley, M Tyrrell-Smith, W Dixon, R Jones, A Hartley, A Huntley, J Carter

In attendance: K. Turner (Clerk)

07: 00pm The Chairman opened the meeting.

2871: Open to members of the public for questions or statement. Colin and Becky from Teignbridge Council came to give the air quality report which has much improved in Kingskerswell since the South Devon Highway opened. This being the case over the last three years it is our intention to put the proposal to Defra to remove the Air Quality Zone. The Chairman asked for the link to be made available to the public as soon as possible so they could see the statistics. Teignbridge stated this would be available approx. four months after April 2020, but they wished to tell us prior to the link being made available. The Chairman thanked them for attending. The two members at the front had come to observe the meeting with further consideration to filling the current vacancy. The Chairman stated the Clerk could advise them of the process after the meeting if they wished to be considered for the role at the February meeting. The new vicar's Institution and Induction is on the 24th February 2020 therefore the meeting has been moved to the 17th February 2020.

2872: To receive declarations of interests from Members: None at this time, Chairman reminded members if anything cropped up during the meeting please declare it.

2873: To approve and sign minutes of the meeting 25th November 2019 - Cllrs confirmed it was their wishes for the minutes to be signed. Unanimous. The precept minutes dated 9th December 2019 were agreed by members that attended.

2874: Further review Council's Documentation.

1. The Asset Management Plan was deferred from November- it is a complex document which will see Cllrs needed for each asset so in the short term will mean extra work in the implementation stage and transition period this is a change in the way we work. The tender process will be made available on the website. The Chairman suggested it was implemented from 1st April 2020 this would give current outstanding issues to be dealt with. So the Chairman proposed it was signed and this was seconded and agreed. MTS This is the minimum standard of Government requirements, it will require a champion of Toilets, Down, Playing Field which in turn can meet as a working Group to encourage non-voting members to join. MTS – to put on website April 2020.
2. WD I am working on the Emergency Plan, I have restricted time due to work commitments.
3. PH -Planning Committee is more than happy with the Terms of Reference and is working to the requirements. JC the Media Committee is not meeting its Terms of Reference due to resources and skills JC proposed it was suspended at this time but the Committee remained. MTS you need to identify resource there must be some people in the village would / could join the Media Committee.
4. Electronic version of the standing orders was made available to MTS by the Clerk – these were last updated in 2016. MTS – I have got the 36 pages down to 16. I have amended that you can speak – sat down removing the need to stand. This document was deferred to the February meeting so members had the chance to read it.
5. Agenda new format to be used from February taking into account the reports from each Committee's Terms of Reference which states list of objectives.
6. Action management this is standard Governments procedure during conversations there will be actions and proposals people will be given tasks or accept tasks at the point that there appears to be an action created for someone to do something towards the end of that meeting or the end of the agenda we would then make sure who has got the action, identify who it is going to be delivered by. Cllrs updates at the next meeting you would be required to say how this action was progressing it is not holding people to account you can come back and say I am working on it or that action can be allocated to someone else at

KINGSKERSWELL PARISH COUNCIL

Meeting held on Monday 27th January 2020

MINUTES



the moment there is a real danger that things get agreed, say we are going to do it, but never get around to doing it. Actions management will keep us in line and it is a sensible mechanism.

2875: Clerk's Report and to receive financial report and approve cheques for payment.

Clerk's Report

27.01.2020

Pavilion electrical safety inspection recommended works I only have one quote I am obtaining more quotes.

Dip bars removed sent back to manufacturer for correction and powder coating £160 plus vat

The climbing frame the ring is cracked, re-ordered.

Awaiting muga bolts as two have been removed

The zip wire ride has had three replacement wooden steps fitted

The Cricket Club have asked if they can change the pine in the pavilion to make it more modern.

Make good the paintwork in the Pavilion {members agreed the previous points were unanimous}

The laptop will be replaced this was minuted previously it is on an old windows 7.

- i Discuss an Event at the playing field run by the Cricket Club to have a band and make it a real community event. They have completed a risk assessment. Clerk stated plastic glasses, and relevant security on the gates/entrances. PC agreed in principle but the music and drink sales must both finish at 11pm, talks need to be conducted prior to the event to ensure a smooth operation and it doesn't clash with the Summer Moon. Parking will need to be discussed further.

- i. FOIA request timelines and funds that were held in a village steering group for the village plan in 2012 (this is not Parish Council funds) PH to report on the procedures followed.

Steering group was set up and a bank account opened in 2007, funding for the project was obtained the PC being one of the donators, when the project had been completed the balance remained in the account. In late 2018 the Kingskerswell Action Grp was started and it was thought this was a suitable project to donate the money to. After discussing the matter with the other signatory it was decided that this money could be used to assist them for planting around the whole village. The account was transferred to them with certain conditions. As the conditions were not met the money was withdrawn and put into an ISA, on 13.05.2019 where it remains today. Statement shown to the Chairman. Mr Hooper the other signatory had sent an email to PH to read to the Parish Council, which suggested that a new village plan be put in place with a vision for the village of Kingskerswell going forward.

MTS it is important to separate the FOIA from the Parish Councillors conduct, what it shows is there is no criminal activity. With the information given that answers the FOIA request but there still remains the question of conduct. The way the money was dealt with over a passage of time 2007 forwards would not under any circumstances be seen as normal procedures for it to end up in an individual's Isa account is not normal conduct within public office, my view is that the whole Council

KINGSKERSWELL PARISH COUNCIL
Meeting held on Monday 27th January 2020
MINUTES



could consider if the Monitoring Officer should have a look at that passage of time. After much discussion it was felt that the three Councillors involved should declare themselves to the Monitoring Officer in Teignbridge. Clerk to find out how this can be arranged.

PH What are we going to do with the money? MH there is not a body that has been set up to take it, should it come to the Parish Council? Clerk The monitoring officer need to give us advise.

The timelines of FOIA must be adhered too, there is now a FOIA on the Parish Council's website.

List of cheques to be signed for 27th January 2020

2947	£ 155.00	Cricket Club Donation {Cheque written 18.12.2019 to enable to provide a skip}
2948	£ 125.00	Devon Mole Catcher {Cheque written 07.01.2020 services completed small business}
2949	£ 60.00	SW Plumbing Tap repair (Cheque written 07.01.2020 services completed)}
2950	£ 0	Void
2951	£ 1500.00	K Carter Equipment for Cricket Club {Cricket Club reimbursed KKPC}
2952	£ 546.02	SHS Ltd {Water Lane Toilets}
2953	£ 318.00	Rich craft Maintenance (Checked under 10s and over 10s soft closing gates)}
2954	£ 360.00	PKF Littlejohn {External Audit Fee}
2955	£ 687.60	Datel {EICR Report and PAT Testing of the Pavilion}
2956	£ 136.30	Office Supplies and a new Hoover for the Cleaner paid for by the Clerk
2957	£ 610.37	Clerks Net Wages {Gross 632.57}
2958	£ 22.20	HMRC
2959	£ 107.82	Petty Cash
2960	£ 75.00	Kingskerswell Sports Club {Utilities}
2961	£ 314.08	DCC directional signage for playing field.

Direct Debit for Opus Gas	£ 99.44 (Pavilion Gas)
	£
Direct Debit for B Gas	£ 762.33 {Pavilion Electric}
Direct Debit for B Gas	£ 32.89 {Water Lane Toilets Electric}
Direct Debit For B/T	£ 138.01

Total cheques/DD for January 20 = **£6050.06**

Income

Amount to be repaid by Sports Club:	£ 481.89
Repay by Cricket Club	£1250.00
VAT refund:	£
Navigators Utilities	£
Precept 2nd payment:	£

KINGSKERSWELL PARISH COUNCIL
Meeting held on Monday 27th January 2020
MINUTES



CIL	£
106 Section Funds	£
Total income to 27 th January 20	£1731.89

2876: Councillors Reports

DCC Report: County Councillor's Report 27th January 2020 – Kingskerswell Abbotskerswell

It is crucial that any declaration of a climate emergency is followed up with action, so I'm pleased to see that the Council has commissioned a full analysis of the carbon impacts of its waste management services from international environmental consultancy Eunomia Research & Consulting Ltd.

Eunomia's emissions modelling will establish the carbon footprint of DCC's waste management services, including the emissions from reuse, recycling, composting, anaerobic digestion, residual energy recovery, landfill and transport. Carbon contributions from each of Devon's eight district waste collection as well as its recycling centres will be included in the analysis. The research will also factor in the need to meet a 65% recycling target by 2035.

Communities and residents across the County are being called on to vote for their 'People's Choice Hero' as part of the 7th annual Thank You Awards. A shortlist has been created from the nominations made by the public and can now be viewed and voted for on the Recycle Devon website. Votes will be open until 31 January 2020.

All the shortlisted candidates have been invited to attend an awards ceremony at County Hall in March. The Thank You Awards are organised by Recycle Devon, and were first launched to recognise those people who do that bit extra to help ensure Devon remains clean and green. There were over 40 nominations in seven different categories for this year's awards including School Recycling Hero, Collection Crew/Operative and Small Business Champion.

Recycle Devon is a partnership of 10 councils including Devon County Council, Torbay Council and the eight District Councils.

The Brunel Road Recycling Centre will be closed to the public for a week from Monday 3rd February and for a week from Monday 9th March for maintenance works.

The works are being undertaken in the quieter winter period to try and minimise disruption to the public as much as possible. Alternative facilities are available at Exton Road, Marsh Barton, Exeter and Babbage Rd, Totnes for those that need to recycle/dispose of material during the closure periods.

EU citizens with valid EU passports can apply for the EU Settlement Scheme. The scheme also extends to their non-EU citizen family members who have a biometric residence card issued by the UK. The deadline for applications to the EU Settlement Scheme is the end of December 2020.

The application process can be completed online, but the identity verification part of the application, which is necessary, requires the person to have access to either an Android or some Apple mobile devices. Anyone in Devon who does not have access to such devices can make an appointment with the Devon Registration Service to have their identity officially verified for their application.

To book an appointment to have a biometric passport or biometric residence card scanned, one can telephone the Devon Registration Service on 0345 155 1002 for an appointment. The cost of the identity document scanning service is £14.

KINGSKERSWELL PARISH COUNCIL
Meeting held on Monday 27th January 2020
MINUTES



Finally, the Budget process has started in earnest. More than £43 million extra will be injected into vital services in Devon. Cabinet approved the target budget of £541 million for 2020/2021. That's an increase of 8.7 per cent on this year. Consequently, there will be extra cash for social care and health, children's services, roads and drainage.

When the budget is agreed by full council next month, it will mean an extra £23.7 million for adult care and health, £11.5 million more for children's services and £2.7 million for highways including £1 million to help deal with drainage issues on the road network.

Please don't think that austerity has ended, this is a one-year settlement for shire counties at the expense of others such as our neighbours Torbay who lose 8.03% and Plymouth who lose 11.58% and District Councils like Teignbridge.

Alistair Dewhirst
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Tel 07836 704127

DCC concerns raised to AD regarding Priory Avenue and the flooding.

The Clerk raised concerns about charging people £80 for a set of bins {New properties only} what if you go from an old house to a new one, you could take the bins?

Bin charges introduced for the playing field as it is owned by Kingskerswell PC, £11 per bin per empty is over £500 per month the operator is in the field no more than 15 - 30mins. Obviously there is van costs and disposal but this is outrageous. AD that is the cost. ALH will look into another contractor.

Co-op pavement to stop people parking right outside. DCC don't have an answer it would be the cost for the drainage by lifting the kerbs, no budget for it. ALH can we have the report from the engineers? DCC there is no report. ALH We need to get it looked at by a third party.

Teignbridge District Councillors items relating to Kingskerswell.

Council tax is being considered, with a recommended increase £5 on a band D property.
Local plan review documentation ongoing likely to come out in March 20.

Parish Council: Items relating to Kingskerswell

MTS: Action I will organise a vision day March / April time. April good new year new vision.

AH: Social media- Facebook page ok as a notice board that links to the website. MH who is going to do Communications Committee. MJS we do not have the resource at present.

AH: Links on the website to the Forestry Commission – your tree your responsibility it is going to get a lot worst. Down and the entire village.

PH: Langford Bridge manholes have sunk yet again I have reported it myself on the email site Report a problem. Do be very careful.

PH: Stile was down and the gate broken on the Down unable to find this? we don't have a stile so spoken to Stoneycombe. Browns meadow split viewpoint man made stile a tramp had put up a tent, that is on the quarry side.

WD: Speed signs clerk has written to DCC.

WD: Graffiti – can we not pay for someone to remove it? ALH Will liaise with WD regarding materials.

RJ: Sign Moorpark Road, directional sign saying Aller buildings now on the ground may be TDC – MH I will have a look when I go past.

RJ: Water Lane and corner of Southey Lane can we have a couple of litter bins – we have been clearing the litter up. write to Teignbridge, we own the land at Water Lane.

RJ: Action Grp have been given a lot of Christmas trees- necessary for a £500 bond for each tree which isn't true, the Parish Council to support us. MH I have gone around with Roger, one at Coles Lane, Moorpark two at other end

KINGSKERSWELL PARISH COUNCIL
Meeting held on Monday 27th January 2020
MINUTES



of village. You could put your lights on those at that time of year. DCC have to advise us. AH can we have a look at planting across the whole village – MTS this could come into the Vision that is a long term agreement.

2877: Land purchase from DCC – With our Solicitor awaiting reply from DCC to move this to completion.

2878: Update on the Post Office – MH -exchanged some emails regarding this, Devon Library Services to be contacted as the Ashburton Library runs the Post Office this is the latest information, I have to hand and will update as soon as I know anything further. I also asked if the sign could be removed as people keep turning up thinking it is an operating Post Office.

2879: Pavilion/Playing Field matters – Tender contents for the Playing Field Maintenance – inspections and repairs. Richcraft Maintenance have agreed to complete repairs. – deferred until February.

2880: Discuss from previous Sports Committee special meeting, the findings of the Pavilion Car Park and agree an action forward deferred from the October meeting:- Statistical information is required from Weavers Way as other businesses are operating in that Street. Weaver Way residents to give us clear information for further consideration by logging the cars and the nature of peoples visit i.e. to play cricket, visit the park. Google maps the post code has been amended to TQ12 5HB this should help as well as new direction signs which have been erected to the Playing Field. Dogs on leads - Teignbridge review results for the PC once we know the outcome of that review we will need further consultation from a cross section of users of the field this can then all be put together to make a final decision regarding the Dogs. The Clerk stated she gets disgruntled users of the car park as she does not work the same hours as the Café. it was agreed in the Short term - timing sign to be erected so people know when it is closing. MTS when we nominate a Councillor to run this asset it will include the car park so then the Down Land and Assets Committee can look at with more scrutiny. Clerk to write to Weavers Way to ask for more information. It was also noted that one horse had been reported to being ridden in the playing field, they can easily get in from Daccabridge Road we do need to do something about the gate.

2881: Downs Committee –report read out

KNHS work going very well and they were clearing buddleia. AH and Mr Barter were doing the shredding. It all looked pretty good. We found this footpath that had been talked about, very steep incline from the Kennels or down, point for me I need to speak with the Kennels as a gate comes up from their land, this is similar to the playing fields gates.

FOIA - Removal of the Logs and re-location of the logs more than one move. Invoice produced RJ back dated invoice? would this be legal, MH to regularise the situation we asked for this invoice..
MTS the contract was verbal to keep the FOIA clean and tidy we have a back dated invoice it makes it transparent. It is not a retrospective thing it is just putting it on paper, the real issue here is not the invoice the fact that the timber has not been sold which is what the FOI request was relating too, as to that particular set of money. There is no money the timber has not been sold yet. We wanted this in hard copy. That means the Clerk can finish that part of the FOI request. MTS There is a different way of tendering going forward that will be in the Asset Management Plan. MH not everything will be tendered as if it is an emergency you would use one of your approved contractors. MTS It is still a required fast tracking tender process.

AH Can I sell the timber now? MH yes. MTS any money over from the invoice would need to be repaid.

We are in the process of asking for tenders for the new Management Plan the Clerk responded by stating she had only one reply so far from three.

AH We do need signage regarding Ash Die Back, to advise the public, the Forestry Commission could help on the wording?. AH Action, I will look at our plan at the moment to see that we are covered. MH Can you give us any appropriate wording for the notice board please by the next Parish Council meeting.

2882: Planning:

KINGSKERSWELL PARISH COUNCIL
Meeting held on Monday 27th January 2020
MINUTES



The Planning Committee had met, and applications and consents read out at the meeting. (Applications held online at Teignbridge Planning Online where you can view and make comments). TDC have the final say on all the planning applications for Kingskerswell. Kingskerswell Parish Council are only consultees.

Applications –

20/00116/FUL Approve

19/02575/FUL Approve

19/02342/FUL In light of no objections if well screened Approve.

19/02525/FUL REFUSE

20/00029/FUL Approve

2883: Sports Committee Meeting – No Meeting

2884: Public Comment: None

2885: Meeting closed 9.38pm. The next meeting of the Parish Council is on Monday 17th February 2020, it commences at 7pm

Chairman

Date.....