



**You are hereby summoned under the Local Government Act 1972 Sch. 12s. 10 to attend a meeting of Kingskerswell Parish Council for the purpose of transacting the following business.**

**Agenda for the Annual Kingskerswell Parish Council Meeting to be held at The Pavilion, Kingskerswell on Monday 22<sup>nd</sup> May 2023 at 6:30pm**

**AGENDA**

**Part One (Open to Press and Public)**

- 3597. To elect a Chair and to sign the Declaration of Acceptance of Office.**
- 3598. To elect a Vice Chair and to sign the Declaration of Acceptance of Office.**
- 3599. Chair to welcome everyone to the meeting and receive apologies.**
- 3600. To note paperwork to be signed by returning Councillors and to agree for any Declaration of Acceptance of Office to be completed at the next meeting.**
  - 3600.1 Declaration of Acceptance of Office
  - 3600.2 Register of Interests
  - 3600.3 Expenses Return and Declaration
  - 3600.4 Councillors consent to receive agendas via email.
- 3601. To discuss and agree adopting the General Power of Competence**
- 3602. Public participation (15 mins if required):**
  - 3602.1 Police report and update.
  - 3602.2 Navigators report and update
  - 3602.3 Responsible dog owners report and update
  - 3602.4 Any further public participation.
- 3603. Declarations of Interest from members.**
- 3604. To agree minutes of the previous meeting:**  
Monday 24<sup>th</sup> April 2023 Parish Council Meeting
- 3605. To assign roles and responsibilities.**
- 3606. Devon County Council Councillors Report.**
- 3607. Teignbridge District Council Councillors Report.**



## **KINGSKERSWELL PARISH COUNCIL**

The Pavilion, Kingskerswell Playing Field

### **3608. Chair's update:**

- 3608.1 To discuss and agree providing a defibrillator at the Church.
- 3608.2 To discuss and agree providing a defibrillator in the Huxnor / Gourders Lane area.
- 3608.3 To discuss and agree the contract with Topp Tree Care.
- 3608.4 To discuss and agree increasing the Chair's Allowance.
- 3607.4 To discuss and agree providing a Vice-Chair's Allowance
- 3607.5 To discuss and agree selling wood from Kerswell Downs.
- 3607.6 To discuss and agree a management plan for Kerswell Downs.
- 3607.7 To discuss and agree keeping Water Lane Toilets.

### **3609. Vice Chair's update:**

- 3609.1 To receive an update on Fore Street car park.
- 3609.2 To discuss and agree installing further CCTV in the village.
- 3609.3 To discuss and agree continuing to offer a supply of dog poo bags at The Playing Fields.

### **3610. Remaining Councillors updates:**

- 3610.1 To discuss and agree assisting KKAG.
- 3610.2 To discuss and agree producing a Parish Council newsletter.
- 3610.3 To discuss and agree a management plan.
- 3610.4 To discuss and agree purchasing a line marking machine.
- 3610.5 To receive an update on the village litter picking trial.
- 3610.6 To discuss and agree how to promote the Park Café.
- 3610.7 To discuss and agree on any highways issues and receive any updates.
- 3610.8 To receive any further reports from Councillors – roundtable.

### **3611. Clerk and Admin report and correspondence:**

- 3611.1 To receive feedback from the Coronation event and discuss and agree holding an event next year.
- 3611.2 To discuss and agree adopting the Memorials Policy and the Laptops and Tablets Policy.
- 3611.3 To note Chair and staff holiday dates.
- 3611.4 To confirm the date for Councillor training.
- 3611.5 To confirm the summer meeting dates.

### **3612. Clerk's financial report:**

- 3612.1 To approve the monthly bank reconciliation for May.
- 3612.2 To agree and approve the payments list and note any payments made since the last meeting.

### **3613. Audit 2022 – 2023**

- 3612.1 To note the Internal Auditors Report.
- 3612.2 To agree and sign the Annual Governance Statement.
- 3612.3 To agree and sign the Annual Accounting Statement.



## KINGSKERSWELL PARISH COUNCIL

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### **3614. Asset Management Committee:**

3614.1 To receive an update on Changing Places Toilets.

3614.2 To receive any updates and to discuss and agree on any works to Water Lane Toilets.

- To include installing water butts
- Price increase for cleaning and invoicing error.

3614.3 To receive any updates from Churchway Lane Committee.

3614.4 To receive an update on the Devon Air Ambulance night landing proposal.

3614.5 To receive any updates and to discuss and agree on any works to The Playing Fields.

- To include reinstating the toilets
- To include installing water butts.
- To include installing permanent seating
- To request room in shed for storing outdoor tables

3614.6 To discuss and agree on any works to The Pavilion

### **3615. Planning Committee:**

3615.1 To discuss and agree any action on the new Public Hall plans and agreements.

3615.2 To receive any comments following the Zig Zag Quarry meeting.

3615.3 To receive any further updates from the Planning Committee.

### **3616. Downs Committee:**

3616.1 To discuss and agree on installing a further dog bin.

3616.2 To discuss and agree installing a CCTV / wildlife camera.

3616.3 To receive any further updates from the Downs Committee.

### **3617. Sports Club Committee:**

3617.1 To note the next KSC meeting date of Wednesday 24<sup>th</sup> May 2023.

3617.2 To receive any further updates and reports.

### **3618. To discuss and agree holding a Part Two Meeting:**

The Council are excluding members of the public and the press to progress a matter of a confidential nature. Public Bodies (Admissions to Meetings Act) 1960. Local Government Act 1972, ss 100 and 102.

To discuss insurance quotes, Administrative Assistant vacancy and Clerk's review.

**3619. Date of next meeting – Monday 26<sup>th</sup> June 2023 at 6:30pm.**

**3620. Part Two Meeting (Closed to Public and Press)**

*Mrs J Thompson* PSLCC

Mrs J Thompson – Clerk to Kingskerswell Parish Council

Dated: Tuesday 16<sup>th</sup> May 2023