

KINGSKERSWELL PARISH COUNCIL MEETING



Meeting held on Monday 29th January 2024 6:30pm at The Pavilion, Kingskerswell

MINUTES

Present: Cllr J Radford (Chair & TDC Cllr), Cllr J Taylor (Vice-Chair & TDC Cllr), Cllr W Dixon, Cllr S Talbot, Cllr N Hayter, Cllr M Daniell, Cllr J Rice and Cllr C Rowles, Cllr J Carter attended remotely.

Attending: Cllr A Dewhirst (DCC), Mrs J Thompson (Clerk), Ms C Hill (Admin) and four members of the public.

3729: Welcome and apologies of absence:

The Chair opened the meeting at 6:30pm and thanked everyone for attending. Apologies were received from Cllr T Elston and A Jones (KCFC). The Chair reminded all that meetings are recorded solely for the purpose of assisting the Clerk to write the minutes. Once the draft minutes are approved the audio recording is deleted.

3730: Public participation:

3730.1 Police report and update:

Other than an incident in the Co-op car park there has been very little crime reported in Kingskerswell.

3730.2 Kingskerswell Responsible Dog Owners reported that all was quiet and there had been no negative comments on the Facebook site.

Due to the recognised fall in customers at the Co-op it was requested that a free 20-minute parking option be offered at Fore Street car park. Cllr J Taylor replied that TDC were currently reviewing all car parking and charges.

Following a recent incident regarding a stolen motorbike, the PC will look into grants for CCTV.

3730.3 Further public participation:

The Chair of Kingskerswell Community & Leisure Centre offered the Parish Council Youth Committee a FOC 2-hour time slot to assist in setting up a community youth activity and if this proved successful the hall would be offered at the usual hire rates. The PC and Youth Committee Chair expressed their thanks for the generous offer and will liaise on how to move forward.

3731: Declarations of Interest from members:

Cllr M Daniell for any DCC Highways issues.

3732: To agree the minutes of the previous meeting:

It was proposed by Cllr M Daniell, seconded by Cllr N Hayter and agreed by all to approve the minutes of the meeting held on Monday 4th December 2023, as a true and accurate record.

3733: Devon County Councillors report:

Read by Cllr A Dewhirst and available to view on the PC website.

The two-way cycle route through Kingskerswell is still expected to be built once funds are available.

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3734: Teignbridge District Councillors reports:

Cllr J Taylor will be presenting a motion for scrutinising affordable housing provision by TDC committee rather than a delegated officer decision.

This will also include agreement on playpark provision when developments are planned and built.

Cllr J Radford is working with the Finance Scrutiny Committee, looking at how to make savings.

3735: Chair's update:

3735.1 It was noted that a Human Resources Committee had been set up.

3735.2 An Open Surgery is being held every Monday morning at The Pavilion.

3735.3 Outgoing charity trustees and management committee members at Kingskerswell Public Hall have written to the Charity Commission to request that the RGCC & PC take on the running of the hall. To date there has been no response from the Charity Commission and in absence of a response it was suggested that plans to progress with the proposal go ahead.

3735.4 It was proposed by Cllr J Radford, seconded by Cllr N Hayter and agreed by all to recommend to the RGCC removing some members of the committee. It was noted that RGCC ToR item 17a states 'the PC must by law have no influence on RGCC decisions or action. Therefore, the outcome of the PC vote will be passed to the RGCC for them to have the decision on removing members.

3735.5 It was proposed by Cllr J Radford, seconded by Cllr J Taylor and agreed by all to look into the DCC Community Self-Delivery of Highway Improvements scheme, which may enable the PC to carry out works in the village.

3736: Vice Chair's update:

3736.1 Discussed under agenda item 3734.

3736.2 There were no further updates from the Vice Chair.

3737: Remaining Councillors updates:

3737.1 The PC and PCC to meet to discuss Beating of the Bounds 2024.

3737.2 The management plan for ongoing works & projects is progressing well.

3737.3 To discuss and agree installing and emptying dog bins in the Boundary Close and Charles Road areas was deferred.

3737.4 The Event Committee to form and meet to discuss the 2024 event.

3737.5 To discuss and agree installing a noticeboard in Charles Rd was referred to the Youth Committee for discussion.

3737.6 To discuss the VAS data collection information was deferred.

3737.7 Clerk to chase the road survey audit report for the 20mph zone.

3737.8 Cllr W Dixon to liaise with Cllr A Dewhirst over drainage issues on Torquay Road. Cllr M Daniell reported that DCC were aware of local drainage issues but did not have the funds available to carry out works.

Clerk to look at publishing The Pavilion booking information more widely.

The PC are looking into a possible water leak at Water Lane toilets.

A Pavilion Working Party meeting to be arranged.

Cllr J Rice has been attending DALC meetings and gave brief feedback on items and issues discussed.

KINGSKERSWELL PARISH COUNCIL MEETING



Meeting held on Monday 29th January 2024 6:30pm at The Pavilion, Kingskerswell

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3738: Clerk and Admin report and correspondence:

3738.1 It was proposed by Cllr J Radford, seconded by Cllr N Hayter and agreed by all to make changes to the Expenses Policy, Risk Management Policy & Schedule, CCTV Policy and RGCC ToR.

3738.2 It was proposed by Cllr J Radford, seconded by Cllr N Hayter and agreed by all to adopt the Co-option Policy, Environmental and Sustainability Policy, Firewood Policy and Metal Detecting Policy.

3738.3 It was proposed by Cllr J Radford, seconded by Cllr N Hayter and agreed by all to accept the annual NALC pay award for 2023 – 2024.

3738.4 The Scribe price increase was noted.

3738.5 It was noted that PC's can use their powers to fund church repairs, improvements or help with the maintenance of open churchyards.

3738.6 Discussed before agenda item 3735.4.

Following on from the auditor's report that the KSC accounts in their present condition were unauditible, the Clerk proceeded to put the accounts in better order. After listing all transactions for the year ending 31st March 2022 the Clerk (as RFO) was unable to match receipts with payments made and therefore unable to balance the accounts.

3738.7 Following the donation of a defibrillator from Kingskerswell Primary School it was agreed to install this in the Huxnor Road area.

3738.8 To discuss and agree providing Councillor Allowances was deferred.

3738.9 It was proposed by Cllr J Rice, seconded by Cllr M Daniell and agreed by all to pay towards the Clerk's SLCC Membership.

3738.10 It was proposed by Cllr J Taylor, seconded by Cllr J Radford and agreed by the majority (Cllr J Rice did not vote) to continue with DALC membership.

3738.11 It was proposed by Cllr J Taylor, seconded by Cllr J Rice and agreed by all to adopt the School Road red phone box.

3738.12 Local pubs to be asked if they would like a bleed kit.

3739: Clerk's financial report:

3739.1 The Council resolved to accept the October, November and December bank reconciliations. Proposed by Cllr N Hayter, seconded by Cllr J Radford and agreed by all.

3739.2 The Council resolved to accept the payments lists. Proposed by Cllr N Hayter, seconded by Cllr J Radford and agreed by all.

3739.3 The quarterly budget update was presented with no issues arising.

3740: Asset Management:

3740.1 Planning permission for the Changing Places Toilets has been refused.

3740.2 The PC will look at upgrading Water Lane Toilets later in the year.

3740.3 The PC are waiting for the building survey report on the new shed.

It was proposed by Cllr W Dixon, seconded by Cllr S Talbot and agreed by all to request TPO's for the three oak trees on The Playing Field.

It was proposed by Cllr J Radford, seconded by Cllr J Taylor and agreed by all to reopen the old toilet block. Cllr C Rowles suggested installing an accessible toilet, but this would need planning permission as it was a change of use.

3740.4 It was agreed to improve the storage behind The Pavilion bar.

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3741: Planning Committee:

3741.1 Discussed under agenda item 3735.3.

3741.2 TDC have been informed that Oak Tree Business Park are operating outside of their agreed opening hours.

TDC have visited a site on the Old Newton Road to advise that planning permission is needed for works being carried out there.

3742: Downs Committee:

3742.1 It was proposed by Cllr J Taylor, seconded by Cllr W Dixon and agreed by all to reimburse the KNHS insurance premium.

3742.2 Cllrs received a report from the KNHS – available to view on the website.

3743: Pavilion Committee (formerly KSC):

3743.1 The Pavilion Café has been awarded a Food Hygiene 5 rating. Thanks were given to C Hill for her hard work in helping to achieve this.

3743.2 It was proposed by Cllr J Radford, seconded by Cllr M Daniell and agreed by all to request all items used or brought into The Pavilion be PAT tested.

3743.3 Discussed under agenda item 3737.8.

3744: Youth Services Committee:

3744.1 The Youth Committee Chair read an update from the Youth Services Committee - available to view on the website.

The next meeting is scheduled for Friday 16th February.

3745: Churchway Lane Committee:

3745.1 The planning application for Churchway Lane has been submitted to TDC and committee members are reviewing proposed costs for the building and works.

Digging to remove the topsoil will start in the next week or so.

3746: To discuss and agree holding a Part Two Meeting:

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

It was proposed by Cllr J Radford, seconded by Cllr J Taylor and agreed by all to hold a Part Two Meeting to discuss and agree employees and contractors' terms and contracts.

3747: Date of next meeting – Monday 26th February 2024 at 6:30pm

3748: Part Two Meeting (closed to public and press).

3749: The meeting was re-opened to vote on proposals made during the Part Two Meeting.

It was proposed by Cllr J Radford, seconded by Cllr J Taylor and agreed by all to offer a permanent contract to C Hill for the role of Deputy Clerk and as of 1st April 2024 increase to SCP9.

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Cllrs agreed to pay for ILCA training.

It was proposed by Cllr J Radford, seconded by Cllr J Taylor and agreed by all to advertise for a facilities maintenance team and acquire a van and tools.

It was proposed by Cllr J Taylor, seconded by Cllr W Dixon and agreed by all to amend the village maintenance contract to grass cutting only, putting it out to tender if needed.

Contact to be made with KKAG regarding cutting around flower beds.

3750: The meeting was closed at 8:44pm

Chair

Date.....