# KINGSTON PARISH COUNCIL MEETING

# Held on 25th July 2019 at 1930hrs in The Reading Room, Kingston

# DRAFT M I N U T E S

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| PRESENT | Cllr Eve White | Cllr Merv Freeman |
|  | Cllr Alison Lewis | Cllr Phil Anderson |
|  | Cllr Flo Watts | Cllr Heather Summer-Nutting |
| APOLOGIES | Cllr Don Kelly |  |
| IN ATTENDANCE | DCC Cllr Rufus Gilbert | SHDC Bernard Taylor |
|  | Parish Clerk Sue Green |  |

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| **72.19** | **Apologies: -** KPC Cllr Kelly |  |
| **73.19** | **Declarations of Interest: -** *In accordance with the Code of Conduct, members were Invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be Notified to the Parish Clerk within 28 days of the change.*  **Declaration of Interests:** Cllr White & Freeman Allotments (Personnel)  Cllr Freeman Planning 1449/19/HHO – Neighbour  Cllr Freeman & Anderson Planning 1768/19/FUL - Personal |  |
| **74.19** | **Open Forum**: Cllr White welcomed parishioners to the meeting  Planning: - Applicants for Planning Application 1768/19/FUL attended the meeting to answer any questions that KPC may have. KPC confirmed that all Cllrs have inspected the plans on the SHDC web site and to understanding the plans. That the proposed dwelling is an Eco-Friendly build. The applicants confirmed that the drains would be fed into a Septic Tank, will be a low-lying property and have submitted a Pre-Planning Application. SHDC expressed concerns to the access, this has now been moved to create a clearer viewing on entry and exiting the property. After no further questions Cllr White thanked the applicants for attending the meeting. |  |
| **75.19** | **Minutes of Previous Meetings –** Minutes of Meeting Wednesday 20th June 2019 approved and signed as a true record. |  |
| **76.19** | **Devon County Councillor's Report:** Cllr Gilbert reported  Highways – Cllr Gilbert and KPC Cllr Anderson have been in constant contact with reference to the sink hole directly in front of the Kingston Fire Station. Cllr Gilbert reported Highways have now passed this over to SWW as the sink hole is created by surplus water around a water main. SWW will carry out repair of the road. Cllr Anderson confirmed that SWW have been made aware that the hole is directly in front of the Fire Station and not, as SWW claimed it to be to one side. Kingston Fire Officer Michael Jarvis has informed SWW that 24hrs notice will need to be given, prior to the undertaking of road works to re-house the Engine.  Ash Die Back – Private landowners are being made aware to inspect all their Ash trees as when a tree falls on the Highways it is the responsibility of the landowner to remove the tree not Highways. Not all Ash trees will suffer from Die Back. Cllr White confirmed that Kingston does have a tree person to keep KPC up to date with the Ash Die Back problem. Cllr White thanked Cllr Gilbert for his report. |  |
| **77.19** | **SHDC Report: Cllr Taylor reported**  Recycling - SHDC are going forward with participating in the Project 2030 Climate Emergency Plastic Waste Plan. On a separate issue in 2020 SHDC will be changing the format of weekly collections. To introduce this to communities, a leading SHDC representative will be giving talks in the Spring to explain and to answer questions parishioners may have.  Tax Support - the SHDC Tax Support grant to Parish Councils is nearing its end. There are two years left for this allowance. If this affects the PC’s budget, then it is in order and advisable to raise the Precept by 1 or 2% per year to keep in line with costs. PC’s can raise the Precept on any forthcoming emergency expenditure by as much as 50%. This would only be permissible for the one year and would need to be reduced again to the normal level the following year. Cllr White thanked Cllr Taylor for his report. |  |
| **78.19** | **Correspondence: (General List Circulated):**  VPLtd – Clerk confirmed a response has been sent to VPLtd to confirm that the parishioner’s consultation to the NP will be actioned when SHDC have published Regulation 14 draft plan. All noted  Rural Futures Conference – All Noted  South Dartmoor Comm Energy - All Noted  Environment Agency Abstracting Water Licence –Cllr Freeman confirmed this does not apply to KPC. All Noted.  Town & Parish News NALC Link Trees & NP Updates – All Noted | - |
| **79.19**  **Cont’d**  **79.19** | **Neighbourhood Development Plan: - KNPTG** Dick Dalley reported  Neighbourhood Plan – SHDC, Duncan Smith has given agreement to grant Regulation 14 to the KNP Draft Plan. The Plan can now go ahead with printing which will be actioned by SHDC. Cllr Summer-Nutting asked if SHDC are the most financially economical, DD replied that SHDC costs are without profit whereas public printing companies would need to add a profit margin. All noted. When the printing has been actioned, the next stage will be the 6-week consultation with Parishioners. This will be in a 6-week time frame from Monday 19th August to Sunday 29th September 2019. There will be drop in sessions ~~days~~ in the Kingston Reading Room, hard copies will be able to be viewed in the Church, Reading Room, Dolphin Inn and the Kingston Phone Box. The full schedule of viewing will be on the kingstonplan.org web site. DD emphasised the Regulation 14 is a legal documentation for consultation to all Parishioners, Businesses and Neighbouring Parishes. Also, to authorities i.e. AoNB or SWW. Cllr Watts voiced concern to the formality of the response forms. DD confirmed this is a requirement of Regulation 14, and anonymous responses will be invalid. Publicity display matter will be purchased to ensure the Plan is publicised as clearly as possible. A hand delivered summary will be delivered by the KNPTG to all residents on the weekend before the commencement of the consultation of Monday 19th August 2019. Cllr Summer-Nutting highlighted concern to the format of alerting the younger generation. DD noted by confirming the NP consultation times and dates will be publicised on the KEG Facebook. KPC thanked DD for the NP report and passed sincere thanks on to the NPTG again for all their continuing support and hard work. |  |
| **80.19** | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Finance: Opening Balance**  **Current Account Total £2,178.57**  **Less Set Aside £2,868.08**  **Business Account £ 1,836.45**  **Payments to be Authorised**  Clerks Wages July 2019 £ 224.40  Clerk Broadband & Heating July 2019 £ 15.00  Clerks Wages August 2019 £ 224.40  Clerk Broadband & Heating August 2019 £ 15.00  Playdale Repl Baby Swing Seats Debit Crd £ 153.94  OTM Defibrillator Sign for Rec Grd £ 22.80  Amazon Back Up Stick Debit Card £ 10.48  ICO (Info Commissioners Office) DD £ 35.00  1-2-3 Web Site Annual Subs Debit Card £ 115.06  **Also, to be noted Payment made & authorised**  **See Minutes June 2019 Item 66.19**  Gala Marquee Debit Card £1,079.99  **Also, to be Noted Payment to be Authorised**  F W Jarvis RR Fire Alarm £1,148.68  F W Jarvis RR Ceiling Power Points £ 143.53  (£1,292.21)  **Payments Received**  Newsletter Advertiser Fast Pay £ 40.00  Newsletter Advertisers £ 61.00 | |  |  | | --- | --- | | **Set Aside Current A/c at 25/07/19** | **£** | | Allotment | 566.03 | | Marquee | 00.00 | | Marquee Deposits | 00.00 | | 3rd Groundwork Grant N’hood Plan | 974.75 | | DCC Locality Grant N’hood Plan | 1000.00 | | Kingston Telephone Box | 119.24 | | KPC Playground Maintenance Donations | 208.06 | | **Total** | 2868.08 |   It is to be noted that the 2nd Half of Precept will be received  In September 2019. All Noted | |  |
| **81.19** | **Devon & Somerset Fire Programme: -** Cllr Freeman reported that full information has been placed on the Parish Web Site in reference to the Proposal by Devon & Somerset Fire Authority to close some Fire Stations. September 22nd, 2019 is the final date for comments from the general public. All Noted. |  |
| **82.19** | **Kingston Fun Day: -** Cllr Freeman reported that plans are going well with more extra activities for the children this year. Clerk confirmed SHDC will be collecting black rubbish bags that need to left beside the Public Bin in the Recreation Ground on the Tuesday after the event. Came & Co has been contacted and given details of the event. KPC passed thanks to Hayley Swain and all of KEG for organising the Fun Day on behalf of the Kingston PC. All noted. |  |
| **83.19** | **Grants: -** Cllr Lewis reported 2 Picnic Benches are still needed for the Recreation Ground. Clerk requested costing to be forwarded to complete the SHDC Locality Grant Form. Cllr Lewis and Freeman will forward costing. Clerk to report back. |  |
| **84.19** | **South West Water:** - Cllr White reported The Willows have been advised by SWW that a monitoring system in the sewer may be installed. This is because the Environmental Agency would like to know how many times a year the system overflows with storm water into the weir. This should be actioned by the end of the year. All noted |  |
| **85.19** | **Highways:** Cllr Anderson reported  Wonwell turning circle, no new updates  Sink Hole situated in front of Kingston Fire Station: - See above item 76.19  Road Closures –  1.Modbury A369 Fancy Cross to Edmonston will have a traffic light system for the next 12 months  2. Road Closed – Kingston Vicarage X to Lang’s X. 27.08.19 to 06.09.19. All Noted |  |
| **86.19** | **Clerks Report: -** Report:  Parish Laptop is working well after installation by IT Paul Green. It is to be noted the Microsoft Office Student pack as advised by PCWorld would include “Outlook” for e-mail management was in fact not included. PC World advised incorrectly, resulting in all historical e-mails not being available. Cllr White & Clerk visited PCWorld to rectify situation. As advised originally by PG, Microsoft Office 365 has now had to be purchased to access all historic e-mails. PCWorld installed 2 years’ worth of the Single User Office 365. This was to a cost of an annual fee of £59.99 pa giving annual maintenance to the system by Microsoft. The costing of 2019 and 2020 was covered by the refund of the Office Student Pack. Office 365 to be reviewed in January 2020. All Noted |  |
| **87.19** | **Training: -** Cllr Anderson reported attending with Cllr Kelly the Planning training course at Cheriton Bishop on 22-07-19 this was well attended and very informative. All noted. |  |
| **88.19** | **Emergency Packs: -** Cllr Freeman reported 2 of 3 Emergency Packs have been returned from past Cllrs. One pack has now been passed to Cllr Summer-Nutting. All current Cllrs have now received packs. Cllr Freeman confirmed the Emergency Document will be updated in the Autumn. Clerk to place on October/November Agenda. All Noted. |  |
| **89.19** | **Marquee: -** Cllr Freeman reported the costing of the new Gala Marquee has been covered by accumulation of past hiring fees. KEG (Kingston Events Group) have offered a donation of £200.00 towards the new Marquee. KPC thanked KEG. All noted |  |
| **90.19** | **GDPR – ICO: -** Clerk reported the Direct Debit form had been returned to KPC as invalid. Form re-signed and returned to ICO. All noted. |  |
| **91.19** | **Defibrillator**: - Cllr Freeman reported the training for First Aid & the Defibrillator organised by Michael Jarvis with Community First Responder Nigel Toms for Thursday 11th July in the Kingston Reading Room for 7.00pm was well attended. A sincere thanks is passed to Nigel for once again his support and extensive knowledge passed to the community. All Noted |  |
| **92.19** | **Kingston Phone Box: -** Clerk reported the refurbishment is going well with parishioner’s enthusiasm and support. It is already being used to advertise the forthcoming Kingston Fun Day. KPC passed thanks to the team for all the progress to date. Cllr Watts advised when the name of the Telephone Box is placed it is advisable to use Black on Yellow for clearer visibility. |  |
| **93.19** | **Reports:** Report: Clerk received dispensation forms from Cllr Freeman and Anderson and gave permission to Cllrs to speak.  Planning Application  1768/19/FUL Proposed dwelling at field SX641480, Lower Gaberwell, TQ7 4PS. Following full discussion KPC Agreed Support by All. Clerk to advise SHDC  Pending Planning  1944/18/FUL. Mr & Mrs Pearson. Erection of dwelling. No update  1449/19/HHO. 1A Yellands Park, 2 off the street car parking. Conditional Approval  **2** **Recreation Ground Sub Committee**: Cllr Lewis reported  Management Committee Meeting was held 25th June 2019. The Allianz Annual Report has been received which highlighted a Junior Swing Basket Seat needed urgent replacement plus the immediate removal of one of the picnic tables. Cllr Lewis and Freeman actioned the ordering of 2 baby swing seats and immediately replaced both seats. The picnic bench was immediately removed. Cllr Freeman has placed a new seating bench in the Junior Playground. 2 picnic benches are to be ordered. KPC hope these benches will be funded by the Locality Grant kindly offered by SHDC Cllr Taylor.  KYPA Cllr Freeman reported that KYPA have now disbanded, after a valiant effort of trying to provide youth activities in Kingston. Cllr Freeman proposed for KPC to take full responsibility of the Skate Park. Clerk confirmed that KPC pay for the insurance of the Skate Park. After a full discussion KPC agreed to put a proposal to KYPA Treasurer Tina Mears that KPC would be happy to take on the responsibility of the maintenance of the Skate Park. To enable KPC to keep maintenance of the Skate Park, any donations would be appreciated from KYPA. Cllr Freeman requested Clerk to contact the Treasurer, Tina Mears and put this proposal forward. Clerk to report back. All Noted.  Rotting Stepping Post Cllr Anderson confirmed the rotten stepping post has now been removed from under the Green Tunnel. KPC requested Clerk to contact Playdale to ask for replacement under the Guarantee. Clerk to report back.  Defibrillator Sign Cllr Freeman confirmed this has now been placed on a walk-in gate at the Recreation Ground.  **3. Allotments:** Cllr Summer-Nutting reported visiting the Allotments and found all in order. It is advised that a letter to all Tenants to congratulate them on the tidiness of the allotments and to keep vigilant on maintenance, particular care with grasses turning to seed, Ragwort and ensuring walkways between allotments are kept clear. All Noted  **4** **Reading Room:** Cllr Summer-Nutting reported at the last RR Management Committee meeting it was asked if KPC would give approval for the building to be called Kingston Reading Room and not Reading Room of Kingston as the planned use of PayPal would not accept the wording Reading Room Kingston. After discussion all agreed it would be in order to use the wording Kingston Reading Room.  **5. Street Furniture:** Cllr Anderson - nothing to report.  **6 Footpaths:** Cllr White – nothing to report.  **7.** **Tree Wardens Report:** Cllr White – Thelma Rumsey has confirmed that arboriculturist Tommy Hutchinson, has actioned the Ash Tree pruning. All noted and passed on thanks.  **8. Kingston Church:** - No report. |  |
| **94.19** | **Date of Next Meeting:** Thursday 19th September 2019 from 7.30 pm. |  |
|  | **Closure of Meeting: - 10.00 pm** |  |