

KINGSTON PARISH COUNCIL MEETING

Held on 18th June 2020 at 1930hrs by Electronic Platform "Zoom"

DRAFT M I N U T E S

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

033.20	Apologies: - None	
034.20	Declarations of Interest: - <i>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.</i>	
035.20	Open Forum: - Cllr White welcomed Parishioner onto the KPC meeting through the Zoom electronic platform. Parishioner expressed concerns and requested advice on an environment issue. Following further discussion KPC advised parishioner that the council can be supportive but can take no action as the correct authorities have already been advised. SHDC Cllr Taylor responded that he would make enquiries to the Environment Agency through SHDC and report back. Parishioner thanked KPC for their advice.	
036.20	Minutes of Previous Meeting – Minutes of Meeting Thursday 21 st May 2020 approved as a true record. Chair will wet sign on receipt of the May Minutes. March & April 2020 Minutes have now been wet signed by Chair Cllr White. All noted	
037.20	Devon County Council: - Cllr Gilbert reported <u>Coronavirus Updates</u> have been forwarded to KPC. KPC confirmed all information appreciated and helpful. <u>Highways</u> funding has been increased for 20/21 to £50M. For further information please go online to DCC Website and select Cabinet Minutes agenda item 8. <u>Flybe Academy</u> - in support of Devon's economic recovery DCC have approved at Cabinet to buy the Flybe Academy from administrators with Exeter college. This will help improve and maintain Devon's skills shortage. <u>Wonwell Pothole</u> Following a report from a Modbury resident and KPC highlighting the erupted Spring in the lane leading down to Wonwell Beach Devon Highways have actioned the repair of the rupture. Cllr Gilbert appreciated and agreed with Cllr Anderson's comments that this repair may only last for a short time as on the previous repairs. Cllr Anderson in his e-mail to DCC suggested a concrete pan gully across the road @ say 70 degree angle would keep the water close on the right-hand side as you go down the hill and then let the ground naturally take the water down the left-hand side of the road to Wonwell beach as the spring water never stops and all it wants to do is cross the road. If the 200 mm culvert pipe were placed below the concrete section it would keep the sub structure dry while the top surface work would be done. With the angle it would terminate via a small concrete housing above the road level. Cllr Anderson forwarded the e-mail to Adam of Devon Highways. He will report back at the next KPC meeting. All Noted. Cllr White thanked Cllr Gilbert for his report and attending the KPC meeting under the current unusual circumstances of social distancing caused by the COVID-19.	
038.20	South Hams District Council: - Cllr Taylor reported <u>Discretionary Grants</u> SHDC have paid out £37,000.00 to 270 Applicants with another 20 to 21 applications being received each day. <u>SHDC new Major Business Ventures</u> of investing money into property to create income has been put on hold owing to the COVID-19 <u>Car Parks</u> SHDC car parks have now reopened. This is one of the first steps for getting the SHDC economy moving again, <u>Leisure Centres and Play Parks</u> are still closed with no estimated dates of opening. <u>Planning Committee</u> will commence in July by electronic platform, dealing with major planning applications to start with. SDHC are losing revenue by the fact that very few Planning Applications are being submitted because of the lockdown. <u>Pubs</u> will be able to serve drink and food in Licenced gardens with social distancing. Fryer Tucks is in the Consultation Period for a licence and if no objections received it will be dealt with on 1 st July. Cllr White thanked Cllr Taylor for his report and attending the KPC meeting under the current unusual circumstances of social distancing caused by the COVID-19.	
039.20	Correspondence: - 1. DCC Update of Bus Services restored 9-6-20 - All noted 2. Chief Constable COVID-19 Report - All Noted 3. Devon & Cornwall Police request a contact name – a Cllrs contact name has been requested as police reports are not submitted to Councils on a regular basis. Following further discussion Cllr Kelly has volunteered to contact the D & C Police to be able to attend a meeting and report back to KPC. All noted. 4. Westentown – See above Item 035.20	

Signed By Chair Dated
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040.20	<p>Neighbourhood Development Plan: - Cllr Kelly reported <u>Character Assessment</u> as asked by Cllr Watts's question at the May KPC meeting resulted in KNPTG's conclusion that no further amendment was required to the Character Assessment or to the Draft Plan. Inappropriate in-fill development within the Development Boundary is not supported by the Draft Plan. All Noted.</p> <p><u>Reg 15 Draft Submission Documents</u> - Cllr Kelly asked for confirmation that KPC have all received and read the Reg 15 Draft Submission Documents circulated by KNPTC earlier this week. All confirmed receipt. Following a further discussion Cllr Lewis proposed and Cllr Summer-Nutting seconded that these documents be approved and that the formal Reg 15 Submission can be made by the Council as soon as possible. Agreed. Thanks, was passed to KNPTG for getting to the Reg 15 stage.</p>																																																												
041.20	<p>Finance: Opening Balances</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 60%;">Current Account Total</td> <td style="text-align: right;">£ 4,272.90</td> <td style="width: 20%;"></td> <td style="width: 20%;"></td> </tr> <tr> <td>Business Account</td> <td style="text-align: right;">£ 1,837.37</td> <td></td> <td></td> </tr> <tr> <td colspan="4">Payments to be Authorised</td> </tr> <tr> <td>Clerks Wages June 2020</td> <td style="text-align: right;">£ 224.40</td> <td></td> <td></td> </tr> <tr> <td>Clerk B'band & Heating June 2020</td> <td style="text-align: right;">£ 15.00</td> <td></td> <td></td> </tr> <tr> <td>Clerk Claims 12x2nd Class Stps</td> <td style="text-align: right;">£ 7.80</td> <td></td> <td></td> </tr> <tr> <td>DD PCS Inv No 63917</td> <td style="text-align: right;">£ 32.96</td> <td></td> <td></td> </tr> <tr> <td colspan="4">Payments Received</td> </tr> <tr> <td>Newsletter Advertiser</td> <td style="text-align: right;">£ 3.00</td> <td></td> <td></td> </tr> <tr> <td colspan="4">Also, to be Noted Payment Received</td> </tr> <tr> <td>Newsletter Advertiser</td> <td style="text-align: right;">£ 50.00</td> <td></td> <td></td> </tr> </table> <table border="1" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="text-align: left;">Set Aside Current A/c at 18/06/2020</th> <th style="text-align: right;">£</th> </tr> </thead> <tbody> <tr> <td>Allotment</td> <td style="text-align: right;">776.00</td> </tr> <tr> <td>Marquee</td> <td style="text-align: right;">00.00</td> </tr> <tr> <td>3rd Groundwork Grant N'hood Plan</td> <td style="text-align: right;">830.00</td> </tr> <tr> <td>KPC Playground Maintenance Donations</td> <td style="text-align: right;">1,686.00</td> </tr> <tr> <td>KPC BT Kiosk Maintenance Donations</td> <td style="text-align: right;">12.00</td> </tr> <tr> <td>KPC Hedgehog Funds</td> <td style="text-align: right;">217.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">3,521.00</td> </tr> </tbody> </table>	Current Account Total	£ 4,272.90			Business Account	£ 1,837.37			Payments to be Authorised				Clerks Wages June 2020	£ 224.40			Clerk B'band & Heating June 2020	£ 15.00			Clerk Claims 12x2 nd Class Stps	£ 7.80			DD PCS Inv No 63917	£ 32.96			Payments Received				Newsletter Advertiser	£ 3.00			Also, to be Noted Payment Received				Newsletter Advertiser	£ 50.00			Set Aside Current A/c at 18/06/2020	£	Allotment	776.00	Marquee	00.00	3 rd Groundwork Grant N'hood Plan	830.00	KPC Playground Maintenance Donations	1,686.00	KPC BT Kiosk Maintenance Donations	12.00	KPC Hedgehog Funds	217.00	Total	3,521.00
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042.20	<p>Casual Vacancy: - Cllr White reported <u>Resignation</u> Cllr Watts owing to personal circumstances has stepped down from KPC. KPC expressed their warm thanks and appreciation to Cllr Watts for her past 5yrs for her time and support to council matters including the Neighbourhood Plan and in general to the community life of the village. KPC also passed on thanks to her husband for his contribution towards creating the Stats following the Village Questionnaire.</p> <p><u>Advertising</u> – Cllr White reported that KPC will now advertise the position of a Casual Vacancy. Clerk to inform SHDC, also to place the Casual Vacancy notice in the Newsletter, Parish Noticeboard and on the Parish Web Site. All noted.</p>																																																												
043.20	<p>Audit: - Cllr White reported the AGAR 2019-20 has now been “wet” signed both by herself as Chair and Clerk. Clerk has now forwarded the Exemption Certificate to the External Auditors PFK Littlejohn. As KPC have submitted the Exemption Certificate to Littlejohn all correct documentation for Transparency have now been placed on the KPC Website including the Public Inspection Period which is dated from Monday 15th June 2020 to Friday 24th July 2020. All noted.</p>																																																												
044.20	<p>Community Action Plan: - Cllr Anderson reported following last month's KPC meeting he has now raised a brief village survey to be placed in the July Newsletter for Parishioners to voice their opinion if Kingston could sustain a small village shop. All Cllrs confirmed receiving and reading the survey. Cllr Anderson suggested that the shop could be placed on the KPC ground between the Reading Room and Dolphin toilets. Cllr Freeman highlighted that the KPC Land Deeds need to be accessed to confirm ownership. The ground in front of the RR Oil Tank still needs to be investigated. Cllr Lewis reminded all that in the answers in the Village Questioner the younger generation expressed a great deal of interest in a village shop. All agreed for the survey to be placed in the next Newsletter with Cllr Freeman's suggestion that it should be a full page spread with a cut off section at the bottom enabling Parishioners to return their responses. Agreed by all.</p>																																																												
045.20	<p>Community Emergency Plan: - Clerk reported VW was not available for an update on how the COVID-19 support team are progressing. Clerk will phone round to all volunteers to confirm they are still able to be contacts in the Newsletter. All agreed the COVID-19 is slowing down but support is still need by parishioners. KPC passed on their acknowledgement of the support that everyone gives to each other in the Parish with particular thanks to VW. All Noted.</p>																																																												
046.20	<p>I DALC: - Cllr Anderson reported that a Zoom meeting was held by I DALC with guest speaker from main DALC branch, Cara. 6 other Cllrs from various village parishes attended the meeting. Cara gave a full explanation of what a Council's remit is during this Pandemic time, highlighting the legalities of meeting on an Electronic Platform. An informative meeting. All Noted.</p>																																																												
047.20	<p>Clerks Report: -</p> <p><u>Welcome Letter</u> 4 new residents have moved into the parish. Clerk has put the Welcome Letter on hold as it needs to be updated</p> <p><u>Microsoft Office</u> Clerk asked Cllrs if they had received her update concerning the renewing of the Microsoft Office for the next 12 months at the cost £59.99, which includes Microsoft Outlook the e-mail Software. Microsoft are giving the first month Free of Charge therefore the payment will not be taken from the KPC account until 1st August 2020. All Cllrs confirmed receiving the update from the Clerk and all agreed to go ahead with another 12 months subscription.</p> <p><u>Web</u> the KPC web domain, 1-2-3 Reg is due for the next 12 months subscription, this will be actioned online by Cllr Freeman and Clerk.</p> <p><u>Web site Design</u> the KPC website may still need more design work to ensure it is accessible to all persons. Cllr Freeman has contacted the designer, Will Page for further advice. All public Websites need to be WCAG 2.1 compliant by 22nd September 2020. Cllr Freeman will report back at the next KPC meeting. All noted</p>																																																												

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048.20	Newsletter: - Cllr White asked if any Cllrs were available to prepare the Parish News each month now that Cllr Watts has stepped down. No one available. Clerk confirmed to action until anyone is available. All noted
049.20	<p>Reports: Cllr Freeman reported <u>Pending Planning</u> 1 Outline Planning Application No 0761/20/OAP_ - VPLtd - 12 Dwellings. No further update. All Noted 2. Planning Application No 1944/18/FUL detached dwelling, Higher Gabberwell. No update on planning portal since August 2019. <u>Planning Approved</u> Planning Application No 1033/20/FUL Langston, Kingston. Single Storey Farm Office – Conditional Approval. All Noted <u>Planning Appeal</u> 3126/19/FUL. APP/K1128/W/20/3249586 Mr & Mrs M Freeman. Proposed Dwelling (Re-Submission of 1768/19/FUL) Location Field at SX 641 480 Lower Gabberwell, Kingston, TQ7 4PS. All Noted</p> <p>2 Recreation Ground Sub Committee: Cllr Lewis reported <u>Maintenance:</u> - The grounds are prepared and ready for when the COVID-19 restrictions are lifted.</p> <p>3. Allotments: Cllr Summer-Nutting reported all in order. All noted</p> <p>4 Reading Room: Cllr Summer-Nutting reported the AGM and Ordinary Meeting were held last week on the Zoom electronic platform. All in order, the Management Committee are waiting for when the COVID-19 Lockdown rules are relaxed to be able open the RR up for use. All Noted</p> <p>5. Street Furniture: Nothing to report</p> <p>6. Footpaths: Nothing to report</p> <p>7. Tree Wardens Report: Nothing to report</p> <p>8. Kingston Church: - Cllr Kelly reported that the Modbury Mission Sunday services can be viewed on its website. On Wednesday 17th June 2020 the Kingston Church was open for the first time since lock-down for private prayer between 4 and 6 pm (and will be open at the same time each Wednesday until further notice). The Church will also henceforth be open each Sunday from 10am to Noon for private prayer until further notice. Cllr Kelly also wished for it to be noted how much all Kingston Church-goers and no doubt other Villagers had appreciated the recent ringing of a Bell in the Church by Viv Freeman. All noted</p>
050.20	Date of Next Meeting: Thursday 16 th July 2020 7.30pm. Owing to the Coronavirus Pandemic and Social Distancing the next meeting may have to be held on the electronic platform of Zoom. If restrictions are lifted the next KPC meeting will be held in the Kingston Reading Room. Updates will be on the KPC Web Site and on the Parish Noticeboard. All noted
	Closure of Meeting: - 8.30pm

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