

KINGSTON PARISH COUNCIL MEETING

Held on 19th November 2020 at 1930hrs by Electronic Platform "Zoom"

DRAFT MINUTES

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

108.20	Apologies: - None
109.20	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>
110.10	Open Forum: - None attended
111.20	Minutes of Previous Meeting – Minutes of Meeting Thursday 15 th October 2020 approved as a true record.
112.20	<p>Devon County Council: - Cllr Gilbert reported</p> <p><u>Broadband</u> - CDS (Connecting Devon & Somerset) are at present completing the tender process for installation of fibre to the premises across all six Lots spanning Devon and Somerset. The outcome will be finalised before Christmas. Lot F which covers South Devon is one of the six lots. I hope to be able to inform you of the outcome in January and soon after, the lead in times for the installation of the infrastructure in your area. All Lots must be completed contractually by December 2024. Also, you may have been contacted by BT Openreach regarding a ‘rural Gigabit Voucher Scheme’ as an alternative provider. This would involve a BT installation target cost figure being achieved by pledging your Gigabit vouchers to BT Openreach. Once the pledged vouchers total value has reached the BT target figure and you wish to proceed, BT would aim to install the infrastructure within twelve months.</p> <p><u>Road Works</u> - A 379 Edmeston traffic lights. Work to start on January 11th</p> <p><u>Covid – 19</u> – Has regularly been forwarded to you with information which I hope Councillors have found helpful</p> <p><u>Avian Bird Flu</u> - has now reached Devon and there are various funding streams available.</p> <p><u>Recycling Centres</u> - are to remain open throughout this latest COVID-19 lockdown.</p> <p><u>Ash Die Back</u> - is proving far more costly than first thought.</p> <p><u>The DCC Fiscal Year</u> - 2021/22 is to be incredibly challenging after Pandemic costs of 2020.</p> <p><u>Kingston Highways</u> - Cllr Gilbert asked Cllr Anderson to forward all the queries that need attention, and he will follow through and report back. Cllr Anderson noted. Cllr White thanked Cllr Gilbert for his reported.</p>
112.20.01	<p>South Hams District Council: - Cllr Taylor reported</p> <p><u>COVID-19 Grants</u> are being made available for smaller businesses up to £1,000.00 and large business up to £1,500.00</p> <p><u>Mortgage Holidays</u> are to be extended to help people that has been furloughed.</p> <p><u>Car Parks</u> are to stay open but with no free parking and toilets will also stay open.</p> <p><u>All Leisure Centres</u> are to close, but temperatures in the pools will be maintained to allow for immediate use after lock down.</p> <p><u>Help Groups</u> - Parishes are encouraged to maintain community help groups during lock down but demand is expected to be a lot lower this time around.</p> <p><u>Holiday Homes</u> - should not be occupied during this period and you are encouraged to report any occupancy straight away.</p> <p><u>Refuse Collection</u> KPC Cllr Grant reported having made extensive enquiries into the disruption in the Parish of Kingston with the new SHDC refuse collection routine. Cllr Grant has forwarded a Power Point to all members of the meeting. This report demonstrates the discrepancies of the economics of time and money of the collection route. Some black bins have not been collected for 29 days. The new system of two different collection days in the week has created complaints that neighbours have different collection. Cllr Taylor thanked Cllr Grant for her time spent on compiling the report which will be related back to the Management office at SHDC. Cllr Gilbert will report back to KPC as soon as possible.</p>
113.20	<p>Correspondence: -</p> <ol style="list-style-type: none"> 1. Ringmore NP responses by 18-11-20 No responses – All Noted 2. RecycleDevon.org Electrical Items – All Noted 3. Mobile Library support – Newsletter editor has taken note – All Noted 4. Communication SWD Hlth & Safety spot checks of Businesses. – All Noted

Signed By Chair Dated

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114.20	Finance: Opening Balances Current Account Total £4,266.09 Business Account £1,837.55 Payments to be Authorised Clerks Wages November 2020 £ 287.50 Clerk B'band & Heating November 2020 £ 15.00 Clerks Wages December 2020 £ 230.00 Clerk B'band & Heating December 2020 £ 15.00 Southfield Repl Window RR Deposit £ 363.60 Zoom October Mthly Payment £ 14.39 OTM Rec Entrance Sign £ 134.81 Quadrants Survey for Reading Room <u>£1,464.00</u> Total <u>£2,524.30</u> Payments Received Newsletter Advertisers £ 48.00 Lloyds Debit Card – Cllr Anderson. Clerk work in progress. Lloyds Internet Banking for KPC Cllrs - Clerk work in progress	<table border="1"> <thead> <tr> <th>Set Aside Current A/c at 19/11/2020</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Allotment</td> <td>776.00</td> </tr> <tr> <td>Marquee</td> <td>00.00</td> </tr> <tr> <td>3rd Groundwork Grant N'hood Plan</td> <td>655.00</td> </tr> <tr> <td>KPC Playground Maintenance Donations</td> <td>712.00</td> </tr> <tr> <td>KPC BT Pone Box Maintenance Donations</td> <td>12.00</td> </tr> <tr> <td>KPC Hedgehog Funds</td> <td>217.00</td> </tr> <tr> <td>Annual Set Aside towards Laptop 2020</td> <td>100.00</td> </tr> <tr> <td>Total</td> <td>2,472.00</td> </tr> </tbody> </table>	Set Aside Current A/c at 19/11/2020	£	Allotment	776.00	Marquee	00.00	3 rd Groundwork Grant N'hood Plan	655.00	KPC Playground Maintenance Donations	712.00	KPC BT Pone Box Maintenance Donations	12.00	KPC Hedgehog Funds	217.00	Annual Set Aside towards Laptop 2020	100.00	Total	2,472.00
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115.20	Precept Budget: - Parish Clerk passed Dispensation to all Kingston Parish Councillors to discuss the 2021/22 Precept Budget. Cllr White reported inspection with the Parish Clerk of the prepared balance and budget sheets. Cllrs confirmed receiving electronic copies of the prepared accounts by the Parish Clerk. Clerk advised the SHDC Council Tax Support Grant has now ceased. Clerk advised that extra consideration should be given to items for the 2021/22 Budget which are Parish Web Site WCAG 2.1 costings, Recreation Grounds expenditure, Clerks wages, Neighbourhood Plan costings plus the small annual percentage increase. Following further discussion Cllr Summer-Nutting proposed to put forward to SHDC for the 2021/22 Precept for £10,450.00. Seconded by Cllr Anderson. Agreed by all.																			
116.20	Neighbourhood Development Plan: - Cllr Kelly reported <u>Green Space Westentown</u> – Inspector of the NP Deborah McCann highlighted the error that the KNP included the actual road into Westentown. KNPTG would now like to return the diagram of Westentown without the road but including the two green areas. Cllr Grant asked is this was simply a technical error only, Cllr Kelly confirmed that to be correct. KPC all agreed for KNPTG to respond to SHDC and the NP Inspectors that KPC agree to the alterations to Green Space paper. All note. <u>Business Rate payers</u> – Inspector asked for the number of businesses in the Parish. SHDC have supplied to Clerk the number of 18 at this current time. KNPTG will supply the answer to the Inspector. All Noted																			
117.20	Community Action Plan: - Cllr Kelly nothing to report owing to restrictions of COVID-19 rules to proceed with forming any plans. All noted.																			
118.20	Asset to the Community: - Cllr Anderson confirmed asking the Dolphin Inn manager for his contact details, also for the name and address of the Landlord, which is Champion Inns. With this facts ascertained the Clerk has now completed the new application for asking SHDC to register the Dolphin Inn to be an Asset of the Community. SHDC have confirmed receipt of the application. The current Asset to the Community expires on February 24 th , 2021. All Noted.																			
119.20	Grants: - Cllr White reported that a grant has become available through Western Power (Electricity) to apply for £1,500.00 towards any Community needs in this Pandemic time. Clerk confirmed that a neighbouring Parish Clerk, who is also a volunteer for the Kingsbridge Food Bank, had highlighted that owing to the COVID-19 causing hardships within all local villages that the grant could be applied for to help desperately needed funds. Clerk has submitted the grant and waiting for the response from Western Power. All noted.																			
120.20	Emergency Community Plan: - Cllr Freeman reported updating and circulating the Kingston Emergency Plan. All confirmed receipt. Cllr Kelly asked if more detail should be put in the plan of contact names for emergency help. Cllr Grant asked if KPC or Clerk has the list of experienced villagers who can help i.e. with nursing, machinery, snow, or flooding challenges. Cllr Freeman agreed to put together for KPC and the Clerk a list of contact names. Cllr White asked that in the new year the list is presented to the Council to bring up to speed. All agreed.																			
121.20	Web: - Cllr Freeman reported that this is a work in progress. Clerk still investigating costs. All noted																			
122.20	Highways: - Cllr Anderson reported <u>Road Closure</u> - Cllr White confirmed that when the Four Cross road closure is due on Thursday Dec 3 rd the milk lorry will need to have access to the farm. Cllr Anderson confirmed he will ask for steel plate to put over the works. <u>Stop & Give Way</u> - missing white lines outside the Forge. This has been reported as more than 70% missing Action No W201370554 <u>Slow white sign missing</u> - on the road on entering the village via St Ann's Chapel more than 70% is missing Action No W201370556 <u>Vicarage Road</u> - blocked drain, Adam from Highways has actioned that drains are to be checked and jetted where required. <u>Wonwell Yellow lines</u> - Amy from Highways is on long term leave. See Item 112.20. <u>Wonwell Spring water</u> - road damage on the road to Wonwell. Adam has this in hand and KPC will be notified in due course about works and dates. <u>Road Subsidence</u> - in the road around the 4 fire hydrants at Great Torr is still under investigation.																			

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<p>Cont'd 122.20</p>	<p>Cont'd Highways <u>20 mph limit</u> – after discussion with Adam the village would have to have various road furniture installed along with speed humps. <u>Solar "Your Speed" sign</u> - are possible which KPC would have to purchase. On discussion with Adam who reported the majority of drivers drive sensibly it could be looked upon as an extra expense burden on the Precept. <u>Village Signage</u> - around the village will need its annual clean and strimming/pruning. This will take place as soon as the weather improves. <u>Leaves/ Drains</u> - outside the church I plan to collect and sweep up when the fall ends. All Items Noted</p>
<p>123.20</p>	<p>Clerks Report: - DALC Ivybridge Clerks workshop successful Zoom meeting by giving the extra support Clerks need for each other especially in these COVID-19 Pandemic challenging times. <u>Dementia Representative</u> – Clerk highlighted that with the sad loss of Judy Wurr Kingston PC do not have a representative for the Four Rivers Dementia Alliance. All Noted</p>
<p>124.20</p>	<p>IDALC: - Cllr Anderson reported a successful Zoom meeting with 11 parishes represented. <u>Speeding</u> - Among other items discussed Speeding was a common denominator item with all villages suffering with people driving what is felt as too fast on the small roads and lanes. <u>Clerks</u> - It was highlighted that Clerks workload has quadrupled with the COVID Pandemic. The larger Parishes and Town Councils are having to put up the hours to handle the workload. A full report for reference will be forwarded by the IDALC. All Noted</p>
<p>125.20</p>	<p>Newsletter: - Cllr Grant reported collation of news is being put together, items from this evenings meeting will be added. The news page will be forwarded to Cllrs for any further added information. Cllr Lewis asked for highlighting of Speeding vehicles in the village. Cllr Anderson asked for Salt Bins reminder as winter approaching. All noted.</p>
<p>126.20</p>	<p>Reports: Cllr Freeman reported <u>Planning Application</u> Plan App No 3484/20/FUL Convert Stone Barn to 2 dwellings. Langston.TQ7 4HB - All agreed Support with this application on condition that the property should not be occupied as an independent residential unit. Plan App No 3617/20/HHO new garage. Hillside, Kingston – All agreed Support Plan App No 3618/20/LBC Listed Building new garage. Hillside, Kingston – All agreed Support <u>Pending Planning</u> Outline Planning Application No 0761/20/OAP_ - VPLtd - 12 Dwellings. No update. Planning Application No 1944/18/FUL detached dwelling, Higher Gabberwell. No update. <u>Planning on SHDC Web Site expected imminently by KPC</u> Cllr Freeman highlighted that Ivydale, Kingston have an application on the SDHC for replacement windows and roof tiles to slate. SHDC will be needing a decision before the next KPC meeting in January. All noted that once notification has been received from SHDC a decision will need to be actioned by e-mail to Clerk. All agreed. 2 Recreation Ground Sub Committee: Cllr Lewis reported <u>Zip Wire</u> – is still being monitored and in good repair. <u>Stepping Posts</u> – Cllr Freeman advised 15 replacement Stepping Posts are needed. Clerk to get quote from Playdale. <u>Maintenance:</u> - Ace of Spades has still to action last grass cutting and Copse maintenance. The wildflower area maintenance is completed, all looking good and in order. 2-year Contract has now ended. All agreed to keep to a 2-year contract. Clerk will action for further quotes. <u>Copse</u> – Cllr Freeman asked if the Copse could be used for the children to play. It was suggested that if this is to be used by children an extra cut or two each year is needed. All agreed. Rec Grd Sub Committee to finalise discussion at the next meeting. <u>New Sign</u> is now installed. A Car Park sign can also be discussed at the next Rec Committee Group Meeting. 3. Allotments: Clerk reported <u>Waiting List</u>- the next 2 people on the list have confirmed wanting to take on an allotment. Contracts will be raised for February 2021 for all Allotment Tenants. <u>Grass Cutting</u> - Under hedge grass cutting and swathe between Rec hedge and the last allotment still to be actioned. <u>Wonwell Gate Cottage - Access to back gate.</u> Reminder to the residents that the back gate, which is accessible across the Council Allotment Land must be locked for the one day a year which is Christmas Day. Reminder to be sent. <u>Shed</u> – the new 2021 Tenant for allotment 3 has asked for permission to place a shed. All agreed. Size and placing to be as other allotments. 4 Reading Room: Clerk reported <u>Meeting</u> - took place by Zoom on 24th November. <u>Windows</u> - order for double-glazing windows has now been placed. RR will kindly donate costing. Cllr Anderson asked which windows are being replaced, Cllr Summer-Nutting confirmed that whole new windows will be put in the downstairs windows. Upstairs in the main Hall, glass only will be replaced to the "Blown" windows. All noted. <u>Ground Survey</u> – has been actioned with thanks to Guy Walker and kind volunteering parishioner. RR Committee have offered a donation to the costing of this Survey.</p>

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<p>Cont'd 126.20</p>	<p>Cont'd Reports <u>Bookings</u> – the committee have been very proactive on being able to open the hall as soon as Government Guidelines allow after the present Lock Down of COVID-19. The secretary with another committee member visited a neighbouring parish who explained their strategies of keeping to all the guidelines. Bookings are hoped as soon as December 2020. <u>Christmas Card signing</u> – if the Hall is opened in time it is hoped the traditional Christmas Greetings page can be actioned. All items noted. 5. Street Furniture: Cllr Anderson nothing to report. 6. Footpaths: Cllr White nothing to report 7. Tree Wardens Report: Cllr White nothing to report. 8. Kingston Church: - Cllr Kelly reported Remembrance Service held on the 11th November at the War Memorial. Attendance of approx. 20 people socially distanced. Cllr Kelly laid the KPC wreath. All Noted</p>
<p>127.20</p>	<p>Date of Next Meeting: Thursday 21st January 2021 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</p>
	<p>Closure of Meeting: - 8.50 pm</p>

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