

KINGSTON PARISH COUNCIL MEETING

Held on 20th May 2021 at 1930hrs in the Reading Room Kingston

DRAFT M I N U T E S

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

023.21	Election of Chair: - Cllr Eve White welcomed all to returning into the Kingston Reading Room for the first time since March 2020 following the COVID-19 Pandemic Lock Down Government Rules, Cllr White continued by stepping down as Chairman and handing the chair to Cllr Merv Freeman. Cllr Freeman stated as one of the longest serving members of KPC and with doing a sterling job of Chairing the Council which is appreciated by all members proposed Cllr White to be re-elected as Chair, this was seconded by Cllr Summer-Nutting. There being no further nominations Cllr Eve White was unanimously re-elected as Chairman to Kingston Parish Council. Cllr Freeman handed the chair back to Cllr White.																																				
023.21.01	Declaration of Office: - Cllr White completed the Declaration of Acceptance of Office. Signed by Cllr White and Clerk																																				
024.21	Election of Vice Chair: - Cllr White proposed Cllr Freeman to be Vice Chair which was seconded by Cllr Summer-Nutting. There being no further nominations Cllr Freeman was unanimously elected as Vice-Chairman																																				
025.21	Responsibilities of Councillors as follows: <table border="0"> <tr> <td>Treasurer</td> <td>Cllr White</td> <td>Reading Room</td> <td>Cllrs Summer-Nutting</td> </tr> <tr> <td>Neighbourhood Development Planning</td> <td>Cllrs Kelly</td> <td>Planning</td> <td>Cllr Freeman</td> </tr> <tr> <td>Recreation Ground Sub Committee:</td> <td>Cllrs Lewis</td> <td>Allotments</td> <td>Clerk Sue Green</td> </tr> <tr> <td>Street Furniture:</td> <td>Cllr Anderson</td> <td>Trees</td> <td>Cllr White</td> </tr> <tr> <td>Footpaths Wardens submitted Report</td> <td>Cllr White</td> <td>Kingston Church</td> <td>Cllr Kelly</td> </tr> <tr> <td>GDPR (General Data Protection Regulations)</td> <td>Cllr Summer-Nutting</td> <td>Marquee</td> <td>Cllr Freeman</td> </tr> <tr> <td>KPC Newsletter Reports/SHDC Recycling</td> <td>Cllr Grant</td> <td>Grant Applications</td> <td>Cllr Kelly</td> </tr> <tr> <td>CAP (Community Action Plan)</td> <td>Cllr Kelly</td> <td>Highways</td> <td>Cllr Anderson</td> </tr> <tr> <td>KPC Web Site</td> <td>Cllr Freeman</td> <td></td> <td></td> </tr> </table>	Treasurer	Cllr White	Reading Room	Cllrs Summer-Nutting	Neighbourhood Development Planning	Cllrs Kelly	Planning	Cllr Freeman	Recreation Ground Sub Committee:	Cllrs Lewis	Allotments	Clerk Sue Green	Street Furniture:	Cllr Anderson	Trees	Cllr White	Footpaths Wardens submitted Report	Cllr White	Kingston Church	Cllr Kelly	GDPR (General Data Protection Regulations)	Cllr Summer-Nutting	Marquee	Cllr Freeman	KPC Newsletter Reports/SHDC Recycling	Cllr Grant	Grant Applications	Cllr Kelly	CAP (Community Action Plan)	Cllr Kelly	Highways	Cllr Anderson	KPC Web Site	Cllr Freeman		
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026.21	Apologies: - None received																																				
027.21	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> None Declared																																				
028.21	Open Forum: - None attended																																				
029.21	Minutes of Previous Meeting – Minutes of Meeting Thursday 15 th April 2021 approved and signed as a true record.																																				
030.21	Devon County Council: - Cllr Gilbert was welcomed by Cllr White passing congratulations to his success in the May Elections. Cllr Gilbert thanked KPC and followed by reporting: <u>COVID-19</u> reports are continued to be sent giving regular updates of the situation and explanations on the next step of coming out of Lock Down. <u>Highways</u> Church Park Cul-de-Sac has been highlighted as a parking problem, DCC will give support to KPC where possible. Cllr Freeman thanked Cllr Gilbert and confirmed that this will be discussed in Item 032.21. <u>Edmonston A379</u> the extensive road works are now getting close to completion. <u>Grants</u> Cllr White stated that funds are being sought to repair play equipment in the KPC Recreation Grounds and asked if KPC could apply for the DCC Locality Grant. Cllr Gilbert confirmed agreement of £500.00 and asked Clerk to submit the application form. Cllr White thanked Cllr Gilbert for attending the meeting and his continued valued support.																																				
031.21	South Hams District Council: - Cllr Taylor reported <u>Kingston Neighbourhood Plan</u> Congratulations and compliments was passed to the KNPTG and to KPC for their success with the NP being 'made' without any amendments by SHDC this afternoon, Thursday 20 th May 2021. This means now that any submitted Planning Applications within Kingston must meet the KPC NP criteria. <u>Kingston Refuse Collection</u> – Following the continuing complaints from residents of Kingston, Cllr Taylor assured KPC that SHDC and the refuse company FCC are in continuous meetings and re-assessments of finding ways to resolve the poor service that Kingston is receiving. There is no doubt the roll out of the new recycling service has gone terribly wrong particularly for the parish of Kingston. Smaller lorries will start to be used to accommodate the narrow lanes. Also, there will be extra collections in the following weeks until all bins are bought up to date. Unfortunately, this will still take a little while to accomplish. Cllr Taylor thanked KPC Cllr Grant for her continued reports and highlighting the problem areas within the Parish.																																				
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Signed By Chair Dated

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Cont'd 031.21	<p>South Hams District Council: - <u>Climate Emergency</u> - funds are still available for any small project that would be advantageous to the environment of the village. <u>Grants</u> Cllr White stated funds are being sought to repair play equipment in the KPC Recreation Grounds asking if KPC can apply for the SHDC Community Grant. Cllr Taylor confirmed £500.00 can be requested and asked Clerk to submit the application form. Cllr White thanked Cllr Taylor for attending the meeting and his extensive support to solving the Refuse Collection problems.</p>																																																																														
032.21	<p>Correspondence: - 1.Modbury PC Litter Picking – Clerk confirmed a reply of thanks had been returned stating that KPC have this in hand. All noted. Parishioners concern to Church Park parking – Cllr Freeman reported that a complaint had been received of inconsiderate parking occurring in Church Park. Following a discussion, it was concluded that KPC do sympathise with the residents' problems of this situation but KPC do not have any jurisdiction over how people park. However, KPC will support in any other way possible. KPC went further on to discuss the feasibility of asking the National Trust for help or support with the problem of walkers parking in the village to go on their coastal walks. It was agreed by all for a letter be raised and submitted to the local National Trust representative Jess Cotton-Brown. <u>Climate and Ecological Emergency Bill</u> Having read this report and following a full discussion Cllr Freeman proposed not to support this document as has political leanings, seconded by Cllr Lewis, agreed by all.</p>																																																																														
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034.21	<p>Insurance: - Clerk reported Following the April 2021 KPC discussion on which insurance company to select supplied by Came & Co, Clerk put forward to use the Hiscox Insurance and to use the 3-year Long Term Contract with Came & Co. Following Cllr Grant's question in the April KPC meeting regarding sufficient cover for Cyberattacks Clerk confirmed a positive answer had been received from Came & Co. Following further discussion Cllr Summer-Nutting proposed the Hiscox Insurance Agreement, seconded by Cllr Kelly, and agreed by all. Clerk stated a new invoice will be requested from Came & Co with the reduced price of £866.71 for the 3-year contract and asked agreement from council for the cheque to be raised before the June KPC meeting, this was agreed by all.</p>																																																																														
035.21	<p>Audit: - Clerk reported on the 2020/21 Audit results <u>Internal Audit</u> The result received from internal auditor Alison Marshall confirmed to be a positive outcome and in good order with KPC adhering to all Audit formalities. Some recommendations in preparation for the 2021/22 Audit was advised. <u>External Audit</u> Clerk confirmed the Certificate of Exemption had been submitted to PKJ Littlejohn. <u>Internal Auditor 2021/22</u> It was agreed by all to use Alison Marshall for the 2021/22 Internal Audit. Clerk will sign agreement and return.</p>																																																																														
036.21	<p>KPC Printer: - Cllr White reported <u>Installation of New Printer</u> was supplied and installed by PCS on 28th April 2021. <u>PCS Service Agreement</u> Clerk confirmed having signed, photocopied, and returned original back to the editor David Carter to pass to PCS engineer. Thanks is passed to David for organising. All noted.</p>																																																																														
037.21	<p>APA Minutes April 2021 Meeting – Minutes of Meeting Thursday 15th April 2021 approved and signed as a true record.</p>																																																																														
038.21	<p>Grants: - Clerk requested support for tilling in application forms. Cllr Kelly confirmed to support. Please see item 025.21. All Noted.</p>																																																																														
039.21	<p>Neighbourhood Development Plan: - Cllr Kelly reported <u>Voting on the Referendum</u> took place on May 6th with the local elections being held in the Kingston Reading Room with the outcome of 88.4% of the Parishioners voting, voted yes to the NP. See above Item No 031.21. <u>Disbanding of Task Group</u> request to step down now the NP is complete. Following a discussion Cllr Freeman put forward for sincere congratulations and thanks to the KNPTG for their perseverance and determination to the completion of the NP but asked for the Task Group to continue until the written confirmation from SHDC of the NP being 'made' which should be by the June KPC meeting. <u>Neighbourhood Plan Book</u> Cllr Freeman put forward for 12 new books to be printed without the word Referendum. Groundworks Grant funds are still in the KPC account to cover the cost of this print. Agreed by all.</p>																																																																														
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Cont'd 039.21	<p>Neighbourhood Development Plan: <u>NP Web Site</u> KNPTG suggests when the annual agreement runs out in November that it is closed therefore a saving of the annual charge of £100.00. A C-S has offered to maintain the site until November to then download all information on a disc for future reference which will be handed over to the Parish Clerk with any personal data removed. Also, A C-S has offered to put all current NP detail on to the Parish Web Site. Cllr Freeman who looks after the Parish Web Site agreed for AC-S to action when needed. <u>Going forward</u> the required annual monitoring of the Plan should be addressed in the Annual Report under Planning Matters at the Annual Parish Assembly Meeting. The required full review of the Plan due for 20th May 2026 will be commenced by KPC appointing a Review team in January 2025. Letter of thanks and congratulations will be raised to the KNPTG. All noted.</p>
040.21	<p>CAP (Community Action Plan): - Cllr Kelly reported parking is the only issue that needs to be addressed. This has already been discussed please note above Item 032.21. All noted.</p>
041.21	<p>Clerks Report: - Clerk reported <u>DALC COVID update of Parish Council Meetings</u> – Following the challenge presented to the Government from the Hertfordshire Council for meeting to take place remotely and face to face. The Government has announced that meetings can only be held face to face. Electronic remote meetings ended 6th May 2021. All noted.</p>
042.21	<p>Highways: - Cllr Anderson reported <u>Devon Highways Parish Road Schemes</u> – Highways will report at the June KPC meeting their decision on the KPC chosen selection of roads that Cllr Anderson put forward for refurbishment. The selection that KPC all agreed upon are, Great Torr Post to Torr Croft. Sewage Works Lane including Park View area, plus the Wonwell turning bay. All noted.</p>
043.21	<p>KPC Website: - Cllr Freeman reported receiving a report back from Devonian Web Site concerning the updating of the Parish Web Site to WCAG.21 compliant with no final decision. Clerk also made further enquiries with no results to date from an e-mail enquiry.. After further discussion it was suggested to talk to A C-S for advice. Cllr Freeman to follow through and report back. All noted</p>
044.21	<p>Newsletter: - Cllr Grant reported items to be placed in the Newsletter are Refuse Collection, Parking, Recreation Ground, SHDC SeaMoor Lotto and Neighbourhood Plan success. All noted.</p>
045.21	<p>Reports: 1. Planning: - Cllr Freeman reported <u>Refusal's</u> 1944/18/FUL Gabberwell – Refused with many references to the Kingston Neighbourhood Plan in the refusal documentation. <u>Pending Planning</u> 0761/20/OAP Vicarage Park – nothing to report. 3484/20/FUL Reachswitch – nothing to report. 1120/21/HHO Greenlands Kingston – nothing to report. <u>Tree Planning</u> 4075/231/TPO further to the refusal of this planning application, residents have now raised awareness of possible rotting in the Tree. It is thought this application will be applied again. All Noted 2 Recreation Ground Sub Committee: Cllr Lewis reported a successful Recreation Ground Sub Committee meeting being held on 29th April with many positive ideas. Two of which are for fund raising for the repair of the Play Equipment, one event to be held in August, a Picnic in the Park and SD has offered her garden for a Cream Tea in September. <u>Yellow Gate</u> that leads into the Junior Playground has been reported by a member of the public stating the spring on this gate is too strong and swung back on a child. KPC are concerned to a child being hurt. A full investigation followed which shows the gate to be compliant with the EN Standards. The gate was installed to give Parent/Guardians confidence that their toddlers are safely kept within the Play Area perimeter. All equipment has a SHDC Annual and Monthly Inspection, reports are submitted to KPC. The Recreation Grounds are monitored by a village voluntary team each week. There is no evidence, since the gate was installed of any complaints being received in relation to the spring being too strong. Following a further discussion, it was concluded that KPC have acted in accordance with the rules of safety. All noted. <u>Ace of Spades:</u> - has confirmed he will remove the two small trees at the edge of the Copse free of charge. <u>Zip Wire</u> – Playdale has confirmed the Zip Wire is no longer under Guarantee. Playdale have submitted a quote for the repair at the cost of £495.00 plus VAT. Following a discussion, it was agreed that when funds are available the order will be placed with Playdale for the repair to the A Frame, also to order the Zip Wire Seat at the same time which will bring the cost near to £1,000.00. SHDC & DCC have agreed to KPC submitting Grant Applications, please see Item No 030.21 and 031.21 <u>Stepping Post</u> – work in progress. <u>Donation</u> has been kindly received for £121.00 which is to be used against the purchase or repairs of Play Equipment. A note of thanks will be sent to the donor. All noted. 3. Allotments: Clerk reported all in order. Tenants held a Bacon and Coffee social get together. All noted. 4 Reading Room: Cllr Heather Summer-Nutting reported <u>AGM</u> – took place by Zoom connection on 11th May 2021 with Group Reports and re-election of Trustees. <u>Storage Cupboard</u> – work in progress. <u>Extension Project</u> – work in progress.</p>
Cont'd	

Signed By Chair Dated

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Cont'd 045.21	Reports: - 5. Street Furniture: Cllr Anderson reported strimming will be actioned this coming Sunday around any village signs. 6. Footpaths: Cllr White nothing to report. 7. Tree Wardens Report: Please note above Item No 054.21. 8. Kingston Church: - Cllr Kelly reported <u>Annual Church Parish Meeting</u> was well attended on Sunday 16 th May after the Service at 12 noon. The treasure J Coleman-Smith stepped down with Judy Alloway taking on the role. All Noted	
046.21	Date of Next Meeting: Thursday 17 th June 2021 7.30pm. to be held in the Kingston Reading Room. Apologies given by Cllr Summer-Nutting who will not be able to attend the meeting. All noted	
	Closure of Meeting: - 9.00 pm	

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