

## KINGSTON PARISH COUNCIL MEETING

Held on 21<sup>st</sup> October 2021 at 1930hrs in the Reading Room Kingston

## DRAFT MINUTES

|                      |                        |                             |
|----------------------|------------------------|-----------------------------|
| <b>Present</b>       | Cllr Eve White         | Cllr Merv Freeman           |
|                      | Cllr Don Kelly         | Cllr Heather Summer-Nutting |
|                      | Cllr Phil Anderson     |                             |
| <b>Apologies</b>     | Cllr Ali Lewis         | Cllr Suzannah Grant         |
|                      | SHDC Bernard Taylor    | DCC Cllr Rufus Gilbert      |
| <b>In Attendance</b> | Parish Clerk Sue Green |                             |

|  |   |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
|--|---|--|------------------------------|------------------|-------------------------|------------------|---------------------------|----------|-------------------------------------|---------|---|----------|-------------------------------------|---------|--|---------|---------------------------------------|--|--------------------|-----------|--|--|-------------------|---------|---|-----------|------------------------------------|----------|
| 100.21                                       | <b>Apologies:</b> - KPC Cllr Grant and Ali Lewis. DCC Cllr Rufus Gilbert. SHDC Cllr Bernard Taylor  |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| 101.21                                       | <b>Declarations of Interest:</b> - <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>   |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| 102.21                                       | <b>Open Forum:</b> - No attendance  |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| 103.21                                       | <b>Minutes of Previous Meeting</b> – Minutes of Meeting Thursday 16 <sup>th</sup> September 2021 approved and signed as a true record.  |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| 104.21                                       | <b>Devon County Council:</b> - Cllr Gilbert apologies given. No Report  |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| 105.21                                       | <b>South Hams District Council:</b> - Cllr Taylor apologies given. No Report  |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| 106.21                                       | <b>Correspondence:</b> - SHDC Housing – All Noted Town & County Planning – All Noted  |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| 107.21                                       | <p><b>Finance: Opening Balances as at 14/10/2021</b></p> <table border="0"> <tr> <td><b>Current Account Total</b></td> <td style="text-align: right;"><b>£8,132.43</b></td> </tr> <tr> <td><b>Business Account</b></td> <td style="text-align: right;"><b>£1,837.75</b></td> </tr> </table> <p><b>Payments to be Authorised</b></p> <table border="0"> <tr> <td>Clerks Wages October 2021</td> <td style="text-align: right;">£ 287.50</td> </tr> <tr> <td>Clerk B'band &amp; Heating October 2021</td> <td style="text-align: right;">£ 15.00</td> </tr> </table> <p><b>Payments Previously Authorised</b></p> <table border="0"> <tr> <td>Amazon Rec Grd 3 X Walk in Gate Latches</td> <td style="text-align: right;">£ 174.00</td> </tr> <tr> <td>Amazon Rec Grd 1 x 5 Bar Gate Latch</td> <td style="text-align: right;">£ 14.80</td> </tr> <tr> <td>PCS Sep DD Newsletter Printing Service</td> <td style="text-align: right;">£ 16.09</td> </tr> </table> <p><b>Payments also to be Authorised</b></p> <table border="0"> <tr> <td>Playdale repair to Aerial Runway plus</td> <td></td> </tr> <tr> <td>New Seat and Chain</td> <td style="text-align: right;">£1,046.04</td> </tr> <tr> <td>Rec Ground D Cripps supply Screws &amp; Silicone</td> <td></td> </tr> <tr> <td>For Walk in Gates</td> <td style="text-align: right;">£ 21.76</td> </tr> </table> <p><b>Payments Received</b></p> <table border="0"> <tr> <td>SHDC 2<sup>nd</sup> Half 2021-22 Precept</td> <td style="text-align: right;">£5,225.00</td> </tr> <tr> <td>Cream Tea Fund Raise Rec Grd Equip</td> <td style="text-align: right;">£ 570.50</td> </tr> </table> |  | <b>Current Account Total</b> | <b>£8,132.43</b> | <b>Business Account</b> | <b>£1,837.75</b> | Clerks Wages October 2021 | £ 287.50 | Clerk B'band & Heating October 2021 | £ 15.00 | Amazon Rec Grd 3 X Walk in Gate Latches | £ 174.00 | Amazon Rec Grd 1 x 5 Bar Gate Latch | £ 14.80 | PCS Sep DD Newsletter Printing Service | £ 16.09 | Playdale repair to Aerial Runway plus |  | New Seat and Chain | £1,046.04 | Rec Ground D Cripps supply Screws & Silicone |  | For Walk in Gates | £ 21.76 | SHDC 2 <sup>nd</sup> Half 2021-22 Precept | £5,225.00 | Cream Tea Fund Raise Rec Grd Equip | £ 570.50 |
| <b>Current Account Total</b>                 | <b>£8,132.43</b>  |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| <b>Business Account</b>                      | <b>£1,837.75</b>  |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| Clerks Wages October 2021                    | £ 287.50  |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| Clerk B'band & Heating October 2021          | £ 15.00   |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| Amazon Rec Grd 3 X Walk in Gate Latches      | £ 174.00  |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| Amazon Rec Grd 1 x 5 Bar Gate Latch          | £ 14.80   |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| PCS Sep DD Newsletter Printing Service       | £ 16.09   |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| Playdale repair to Aerial Runway plus        |   |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| New Seat and Chain                           | £1,046.04   |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| Rec Ground D Cripps supply Screws & Silicone |   |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| For Walk in Gates                            | £ 21.76   |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| SHDC 2 <sup>nd</sup> Half 2021-22 Precept    | £5,225.00   |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| Cream Tea Fund Raise Rec Grd Equip           | £ 570.50  |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| 107.21.01                                    | Clerk Reported meeting with Cllr Kelly to explain more understanding of the KPC accounting system. Cllr Kelly put forward that as the Hedgehog Funds had not been utilised could they now be transferred to the Playground Maintenance Fund. Following a discussion   |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| 107.21.02                                    | Cllr Summer-Nutting proposed the sum of £217-00 should be transferred to the P M Fund, 2 <sup>nd</sup> by Cllr Freeman, agreed by all.  |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| 108.21                                       | <b>Climate Emergency Ecological Bill:-</b> Cllr White reported the letter received from Sir Gary Streeter MP has been noted by all.   |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| 109.21                                       | <b>Biodiversity:</b> - Clerk reported response has been sent to Peter Scott at South Hams Climate Action Network. All noted   |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| 110.21                                       | <p><b>CAP (Community Action Plan):</b> - Cllr Kelly reported a response has now been sent to Holberton PC concerning the Erme River and pollution. All noted.</p> <p><b>Car Parking</b> Cllr White reported a response had been received from the National Trust following her telephone conversation regarding KPC's request for support, in any format, towards car parking for walkers who use the village for accessing the Coastal Path. The National Trust have e-mailed a reply confirming that as they do not own any land in Kingston, other than the privately let land of Scobbiscombe Farm, no support can be offered. They have advised KPC to contact Highways if there is an issue with parking in the village. After further discussion KPC concluded that all avenues have been investigated to facilitating car parking within the village and no further action can be taken at this moment in time. All noted,</p>  |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| 111.21                                       | <b>Code of Conduct:-</b> Cllr Anderson put forward that KPC should use gender free terms for Chairman and Vice Chairman. Clerk highlighted that Chair and Vice Chair are already used within council documents but possibly not in the Newsletter. After further discussion Cllr Anderson proposed only the terminology of Chair and Vice Chair to be used, 2 <sup>nd</sup> by Cllr Kelly, agreed by all.   |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |
| 112.21                                       | <b>Defibrillator:-</b> Cllr White reported Southwest Ambulance Service will be giving Defibrillator training in the Kingston RR on 6 <sup>th</sup> November 2021 10am to 12noon. To be publicised in the Newsletter, notice boards and KEG. All Noted   |  |                              |                  |                         |                  |                           |          |                                     |         |   |          |                                     |         |  |         |                                       |  |                    |           |  |  |                   |         |   |           |                                    |          |

Signed By Chair ..... Dated .....

Kingston Parish Clerk - Sue Green, Old Stack, 1 Chapel Row, Kingston, Kingsbridge, Devon TQ7 4PJ  
Telephone 01548 810270 e-mail kingstonclerk@gmail.com

|        |   |
|--------|---|
| 113.21 | <p><b>Clerks Report:</b> - Clerk reported the <u>2022/23 KPC Budget</u> is being prepared for the November KPC meeting.</p> <p><u>Set Aside money</u> Clerk put forward that a separate account may be advisable for Set Aside sums of money, following a full discussion it was agreed by all to keep the KPC banking accounts as they are that is a Treasurers Account for daily business transactions and the Business Account for emergencies such as Elections.</p> <p><u>CAB AGM</u> invitation has been received for 26<sup>th</sup> October. Noted</p> <p><u>Marquee</u> Parishioner requested use of a Marquee. Cllr Freeman confirmed to investigate.</p>   |
| 114.21 | <p><b>Insurance:-</b> Clerk confirmed Came &amp; Co have added the Parish Safe FOC on the current Policy. There will be an additional charge of £1-46 on the 2022/23 Policy. All noted.</p>   |
| 115.21 | <p><b>Highways:</b> - Cllr Anderson reported.</p> <p><u>Wonwell Lane spring repairs</u> – have been unsatisfactory repaired. A drainage pipe from one side of the other side of the lane has been laid approximately 120 yards before the damaged and broken Spring. Cllr Anderson confirmed that he is in constant contact with Adam at Devon Highways.</p> <p><u>Pothole repairs Park View entrance</u> – No update.</p> <p><u>Parking on Junctions</u> inconsiderate parking took place junction leading from The Plains into the main village street causing the school bus to be late by 30 mins. Clerk will put in the Newsletter a letter of awareness to villagers and holiday homeowners. All noted.</p> <p>Also see above item 110.21 Car Parking.</p>  |
| 116.21 | <p><b>ICO</b> Cllr Summer-Nutting confirmed no updates. All noted</p>   |
| 117.21 | <p><b>Jubilee:-</b> Cllr White reported the Government has now released guidance notes for Parishes organising celebrations for the Queens June 2022 Platinum Jubilee. Cllr Freeman highlighted that children were presented in 2012 with celebration mugs which were donated by a Parishioner. All noted</p>   |
| 118.21 | <p><b>Newsletter:</b> - Clerk reported all items will be confirmed to Cllr Grant including Four Rivers Dementia. Adoption. Thank You for Playpark support. All Noted.</p>   |
| 119.21 | <p><b>Reports: 1.Planning:</b> - Cllr Freeman reported</p> <p><u>Planning Application</u></p> <p>3496/21/HHO 4 Arnolds Close Householder application for first floor accommodation constructed in existing roof space with dormer windows, single storey flat roof extension &amp; alterations. All agreed - Support</p> <p><u>Pending Planning Applications</u></p> <p>1986/21/VAR to 3617/20/HHO – Conditional Approval. Noted</p> <p>2428/21/VAR to 3618/20/LBC – Conditional Approval. Noted</p> <p>0761/20/OAP Vicarage Park – No update</p> <p>3484/20/FUL Reachswitch – No update</p> <p>1152/21/OPA 17 Yellands Park, Garden area to small dwelling. Refused. All Noted</p> <p><u>Planning Approval</u></p> <p>1773/21/HHO Britannia Cottage. Conditional Approval. Noted</p> <p><b>2 Recreation Ground Sub Committee:</b> Clerk reported</p> <p><u>Aerial Runway</u> is now repaired including a new Seat and Chain. <u>Graffiti</u>, more art displays have appeared in the Skate Park, all agreed to continue to monitor the situation. General Repairs are kindly being actioned by Dave Cripps, wood preserving, walk in gates are fitted with hydraulic soft closers plus finger free trapping bars. DC has requested a dumpy bag of Pea Grit for infilling under the rubber safety mats at the cost of £45-00, 3 dozen bolt plastic cap covers at the cost of 38p each. All agreed to the above purchases. DC asked for an arrival time of the digger for the 5-bar gate post, Cllr Anderson will action. Clerk asked for confirmation when the repair's to the Skate Park Under Boarding to the stages should be actioned. Cllr Freeman advised Spring. All agreed.</p> <p><b>3. Allotments:</b> Clerk reported</p> <p><u>Set Aside</u> raised from annual rents is now quite substantial. Cllr Freeman suggested to send an e-mail to all tenants asking for any suggestions to how they would like the money to be spent. All agreed.</p> <p><u>Seasonal KPC visit</u> – will now be actioned. Tenants to be advised.</p> <p><b>4 Reading Room:</b> Cllr Summer-Nutting reported lighting in the downstairs area had failed, M Jarvis has now repaired. Planning Pre-App has been refused by SHDC, Guy and Kevin with the committee are looking into how best to re-adjust the plan, so this remains an on-going project. All noted.</p> <p><b>5.Street Furniture:</b> Cllr Anderson nothing to report</p> <p><b>6. Footpaths:</b> Cllr White reported no update on footpath 2 which has a fallen tree.</p> <p><b>7. Tree Wardens Report:</b> Cllr White reported information about Saving Devon's Treelife had been circulated to KPC. All noted.</p> <p><b>8. Kingston Church:</b> - Cllr Kelly reported he will be pleased to represent KPC on 11<sup>th</sup> November at the Remembrance Day service which will be held at the Kingston War Memorial at 1055hrs. Brian Alloway has obtained a Wreath for KPC, invoice to follow. All noted</p> |
| 120.21 | <p><b>Date of Next Meeting:</b> Thursday 18<sup>th</sup> November 2021 7.30pm. to be held in the Kingston Reading Room</p>  |
|        | <p><b>Closure of Meeting: - 8.20 pm</b></p>   |

Signed By Chair ..... Dated .....

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