

KINGSTON PARISH COUNCIL MEETING

Held on 9th December 2021 at 1930hrs in the Reading Room Kingston

DRAFT M I N U T E S

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

121.21	Apologies: - KPC Cllr Grant, Kelly and Summer-Nutting
122.21	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>
123.21	Open Forum: - Cllr White welcomed Parishioners to the meeting. Parishioners asked the Council for advice regarding planning applications. This topic was discussed with further advice from SHDC Cllr Bernard Taylor. Cllr Freeman thanked Parishioners for their interest and attending the meeting.
124.21	Minutes of Previous Meeting – Minutes of Meeting Thursday 21 st October 2021 approved and signed as a true record. To be noted the November KPC meeting was postponed owing to COVID-19 concerns. All Noted.
125.21	<p>Devon County Council: - Cllr Gilbert reported</p> <p><u>COVID-19</u> - Confirmed cases continue to rise in Devon with the main risings in North Devon and Torridge. The highest figures remain with the 10-16 age group with young people, largely asymptomatic, passing on to parents/carers with the 40-50 age group the second highest. Hospital admissions also rising albeit at a much lower rate of rise – even so, presently there are 168 patients in our four hospitals with Covid, up from 111 early November. Deaths remain relatively low and flatlining over the past few weeks now.</p> <p><u>Vaccinations</u> – 94% of Devon’s population have had at least one dose. Booster or 3rd dose ratio are 80 yrs. + - 81%. 75-79 yrs. – 88%. 70-74 yrs. – 71%. 65-69 yrs. – 50%. 60-64 yrs. – 31%. 55-59 yrs. – 25%. 50-55 yrs. – 21%</p> <p><u>Waste</u> - 2020 stats out for the Energy from Waste (EfW) facility in Plymouth which processes some 65,000 tonnes of our waste each year from the South and West of the County. Overall Waste Processed 261,000 Tonnes. Electricity Generated 204,000 MWh. Steam Generated 57,000 MWh. Plant Availability 88.93% (target 91%); Co2 Savings 84,000 Tonnes. Landfill Diversion 99.9% Cash Savings (Vs Landfill) approx. £12million</p> <p><u>Afghan Refugees</u> - Approximately 150 refugees are in the county temporarily housed in hotels in Exeter and Exmouth with several rescued cats and dogs from the well-publicised animal sanctuary in the Tiverton area. We should be paid back monetarily by the Home Office, but staff are becoming increasingly stretched by lack of resources.</p> <p><u>Highways-Wonwell Lane Pothole</u> Cllr Anderson confirmed DCC Adam Keay agrees for KPC to apply for the Grant enabling Councils to repair roads as highlighted by DALC Newsletter #62 2021 titled “<i>projects/works that will enhance the public realm</i>”. Adam Key quoted the figure of approximately £13 or £14k being available. Cllr Anderson to make further enquiries and report back. All noted.</p> <p><u>2022/23 Budget</u> - Adult Social Care will receive the biggest portion of the budget.</p> <p>Cllr White thanked Cllr Gilbert for his reports and continued support with also passing on Christmas Wishes.</p>
126.21	<p>South Hams District Council: - Cllr Taylor reported</p> <p>Affordable Housing – South Hams is in a housing crisis. It is confirmed St Ann’s housing project will be moving forward in the Spring.</p> <p>Platinum Jubilee – SHDC will be advertising the 70th anniversary of Queen’s reign with Beacons being lit country wide on Thursday 2nd June and Street Party’s on Sunday 5th June 2022 which will be organised by local volunteers.</p> <p><u>Council Tax 2022</u> - will be raised by £5.</p> <p>Cllr White thanked Cllr Taylor for his reports and continued support with also passing on Christmas wishes.</p>
127.21	<p>Correspondence: -</p> <p><u>The following where all Noted</u> - SW Trading Standards Avian Flu. Eforrests.uk Free Trees. SHDC Housing Crisis. Devon & Somerset Fire & Rescue Service Consult.</p> <p><u>Bigbury PC Lengthsman</u> submitted information offering services. This offer is kindly noted and declined with thanks. Clerk to forward response.</p> <p><u>Parishioners proposal to create a community Garden Compost</u> – All Cllrs confirmed reading this correspondence. Thanks were passed to parishioners for their thoughts and contacting KPC concerning this challenge in the community with garden waste. KPC have also read reports from South Brent and Bigbury on Sea with their experiences with this challenge. After a full discussion, it was agreed that Kingston does not have a suitable site that would be compliant with Insurance and Health and Safety regulations. KPC would like to follow through investigating the feasibility of supporting and sharing with nearby Parishes with this environmental challenge. Clerk to forward response to the parishioners correspondence. All Noted .</p>

Signed By Chair Dated

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128.21	<p>Finance: Opening Balances</p> <p>Current Account Total £6,431.04</p> <p>Business Account £1,837.77</p> <p>Payments to be Authorised.</p> <p>Clerks Wages December 2021 £ 230.00</p> <p>Clerk B'band & Heating December 2021 £ 15.00</p> <p>Also, to be noted Payments Authorised</p> <p>Clerk Stamps & Parcel Postage £ 11.12</p> <p>Payments Previously Authorised</p> <p>Clerks Wages November 2021 £ 230.00</p> <p>Clerk B'band & Heating November 2021 £ 15.00</p> <p>PCS October Newsletter Printer Service £ 12.00</p> <p>PCS November Newsletter Printer Service £ 36.67</p> <p>Lance Doswell Rec Grd Pea Gravel £ 51.00</p> <p>Playdale Rec Grd Bolt Covers £ 21.22</p> <p>Playdale Rec Grd Grab Rail £ 217.14</p> <p>WordPress Parish NP Web Site Charge £ 15.00</p> <p>Remembrance Sunday Wreath £ 25.00</p> <p>Payments Received</p> <p>Newsletter Advertiser SD £ 8.00</p>	<table border="1"> <thead> <tr> <th>Set Aside Current A/c at 09/12/2021</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Allotment</td> <td>986.00</td> </tr> <tr> <td>Marquee</td> <td>00.00</td> </tr> <tr> <td>3rd Groundwork Grant N'hood Plan</td> <td>272.23</td> </tr> <tr> <td>KPC Playground Maintenance Donations</td> <td>2471.00</td> </tr> <tr> <td>KPC BT Pone Box M'tance Donations</td> <td>12.00</td> </tr> <tr> <td>Annual Set Aside towards Laptop 2020</td> <td>200.00</td> </tr> <tr> <td>Total</td> <td>3,941.23</td> </tr> </tbody> </table>	Set Aside Current A/c at 09/12/2021	£	Allotment	986.00	Marquee	00.00	3 rd Groundwork Grant N'hood Plan	272.23	KPC Playground Maintenance Donations	2471.00	KPC BT Pone Box M'tance Donations	12.00	Annual Set Aside towards Laptop 2020	200.00	Total	3,941.23
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128.21.01	<p>Groundwork Grant Balance Return £ 272.23 Clerk reported Groundwork Grants have requested the return of any unspent Grant monies. Clerk confirmed all avenues have been investigated to ensure that the now achieved Kingston Neighbourhood Plan has no further expenditure, that the £272.23 balance can be returned to Groundwork. Cllr Freeman proposed for the Payment to be Authorised of £272.23 balance, seconded by Cllr White. Agreed by all.</p>																	
129.21	<p>Precept:- Cllr White asked for confirmation from Cllrs receipt and inspection of the Budget figures forwarded by the clerk for the 2022/23 Precept. All Councillors confirmed receipt of. Following further inspection of the budget figures a discussion followed with note to the extra cost of the Recreation Ground maintenance in field and play equipment. Cllr Freeman proposed that the Precept should be raised by £150-00 therefore the Precept request would be a total of £10,600.00. Seconded by Cllr Lewis. Agreed by all.</p>																	
130.21	<p>Kingston Neighbourhood Plan:- Cllr White reported "Groundwork" Grant. See above item 128.21-01. Also, to be noted the Website WordPress has now been Closed. All noted.</p>																	
131.21	<p>CAP (Community Action Plan): - Cllr White confirmed nothing to report.</p>																	
132.21	<p>Defibrillator:- Cllr White reported a well-attended and successful course with the Defibrillator training taking place on 6th Nov 2021</p>																	
133.21	<p>Clerks Report: - Clerk reported</p> <p><u>Notice of Resignation</u> - Sue Green, the present Kingston Parish Clerk has submitted her notice of resignation after nearly 10 years of being the RFO and Parish Clerk. Her resignation letter was submitted to the Chair and Vice Chair on 9th November 2021 and forwarded to all KPC councillors in preparation for the November 2021 KPC council meeting. Owing to COVID concerns the November meeting was postponed. Sue Green reported her decision of resigning was not taken lightly further adding that being RFO and PC had been a privilege and a rewarding appointment giving her the opportunity to serve the community plus enjoying working beside all present and past councillors. Cllr White responded by expressing regret but understanding of SG's resignation and passed on sincere thanks from KPC for all her past work and support. All noted.</p> <p><u>New Clerk position:-</u> Cllr White continued by welcoming Lorraine Squire to the meeting stating in November LS had stepped forward to offer to take on the role of being the RFO and Clerk giving the opportunity for the Council to continue smoothly without interruption to clerical duties. This offer was followed by a meeting with Chair Cllr White. Contact was made to all councillors informing them of this offer. Clerk, Sue Green confirmed contacting DALC to ascertain if the position must be advertised. DALC confirmed that this position does not have to be advertised. Following further discussion Cllr Freeman proposed for Lorraine Squires to commence the role of being the RFO and KPC Clerk from Monday 24th January 2022, the wage scale to be the same as the current Clerks Scale being SP-12 £11-50ph plus £15-00pm for Heating & Broadband . Also, that the present Clerk, Sue Green to be made an allowance for the training of the new clerk, cost to be agreed at the January 2022 KPC meeting. Seconded by Cllr Lewis. Agreed Unanimously. Cllr White closed by thanking Lorraine for stepping forward into this role of the RFO and Parish Clerk and to the present Clerk for her work and support to the Council and the community. SHDC Cllr Taylor also thanked SG for her support. All noted.</p> <p><u>Employee Administrator:-</u> Cllr White highlighted that KPC do not have a councillor with the role of overseeing the legislation of employing a Clerk it is suggested for this topic to be placed on the January 2022 Agenda. Agreed by all.</p>																	
134.21	<p>Highways: - Cllr Anderson reported.</p> <p><u>Wonwell Lane spring repairs</u> – see above Item 125.21</p> <p><u>Road Sweeper</u> Autumn leaves have again become a problem with drainage and road surface safety. After a full discussion Cllr Freeman proposed for the council to allow Cllr Anderson to action the booking of a Road Sweeping lorry immediately with a budget to spend of no more that £300-00. Seconded by Cllr Anderson. All agreed.</p>																	

Signed By Chair Dated

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135.21	1 DALC:- Cllr Anderson reported a successful Zoom meeting on 2.11.21. Reports and Minutes to follow. All noted.
136.21	Newsletter: - Clerk reported Cllr Grant had confirmed having received all items to be submitted including HM Jubilee, Household Support Fund. All Noted.
137.21	<p>Reports: 1.Planning: - Cllr Freeman reported <u>Pending Planning Applications</u> 3496/21/HHO 4 Arnolds Close -Conditional Approval 3484/20/FUL Reachswitch – Withdrawn 0761/20/OAP Vicarage Park – No Planning update. Cllr Freeman highlighted that as this application was made nearing some two years ago some KPC documents need updating particularly with the KPCNP being approved by SHDC. It was agreed by all for this to be investigated. Cllr Freeman to report back. All Noted.</p> <p>2 Recreation Ground Sub Committee: Cllr Lewis reported all in order in the Rec Grnd with continued support from DC for maintaining play equipment and items. Minor repairs have been highlighted on the SHDC monthly inspection report. It is to be noted the SHDC inspection report was complimentary to DC and KPC with the standard of upkeep to the grounds and equipment. All noted.</p> <p>3. Allotments: Clerk reported <u>February Agreements</u> will be raised and forwarded to Tenants in January 2022. All Noted.</p> <p>4 Reading Room: In the absence of Cllr Summer-Nutting Clerk reported a full report had been received from GW concerning the Planning Application for the RR extension. All councillors confirmed receiving and noting the updates. Some concern was expressed to whether the public toilet would be accommodating the Disabled also what provision would be made towards the cleaning of the toilets. To be investigated. All noted.</p> <p>5.Street Furniture: Cllr Anderson nothing to report</p> <p>6. Footpaths: Cllr White reported no updates.</p> <p>7. Tree Wardens Report: Cllr White reported no updates.</p> <p>8. Kingston Church: - Cllr White reported Carols round the village has been organised for Tuesday 14th December 2021. All noted</p>
138.21	Date of Next Meeting: Thursday 20 th January 2022 7.30pm. to be held in the Kingston Reading Room
	Closure of Meeting: - 9 pm

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