

KENTON PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held in Kenton Victory Hall on Wednesday 17 May 2023 at 7.00pm

Present

Councillor D Blount (Chair), H Bright, K Savill and D Smith

Also present

Suzanna Hughes (Clerk), County Cllr Connett, District Cllr Taylor, Peter White (Village Tidyman) and 4 members of the public

The meeting was opened by Cllr Blount at 7.00pm.

230517.01 Election of Chair

It was proposed by Cllr Bright, seconded by Cllr Saville and agreed unanimously that Cllr Blount is elected Chair. Cllr Blount signed his Declaration of Acceptance of Office.

230517.02 Election of Vice Chair

It was proposed by Cllr Blount seconded by Cllr Smith and agreed unanimously that Cllr Bright is elected Vice Chair. Cllr Bright signed her Declaration of Acceptance of Office.

230517.03 Declarations of Acceptance of Office

These were signed by all members.

230517.04 Apologies for Absence

None

230517.05 Vacancies Unfilled at the Election by Reason of Insufficient Nominations

There were no applications received.

230517.06 Declarations of Interest

All members were reminded of their responsibility to complete a Register of Interests form and return it to Teignbridge District Council by 1 June 2023.

All members were invited to state whether they have any interest in the items to be discussed during this meeting in accordance with the Council's Code of Conduct. None were declared

No requests for dispensation were received.

230517.07 Delivery of Agendas by Email

Consent was obtained from all members to receive agendas by email.

230517.08 Open Forum

A resident asked whether the Council was aware of any updates regarding the future of The Dolphin Inn and whether it would consider arranging an open meeting with the village. Cllr Smith advised that since the last meeting of the Parish Council, the owners have been formally notified by TDC that their planning application had been refused. The Parish Council has written to the owners asking about their future intentions but no response has been received and they are under no obligation to reply. The Parish Council is unable to do any more at this stage until

it receives formal notification from TDC under the Community Right to Bid scheme that the owners intend to sell the property.

A question was asked whether the Council has arranged any defibrillator training. The Chair confirmed that he has arranged some training in the Victory Hall on Wednesday 28th June 7.30pm and it will be open to all the village.

A resident commented on the recent incidents of vandalism and anti-social behaviour, including broken glass on the hard court and vandalism around the Triangle, in the car park and other places around the village. The Chair advised that he had reported some of these incidents to the police and they have offered to speak to the local senior schools. Since then, more incidents have occurred including theft of tins and jars of food from the food bank which have been smashed open and spread around various locations in the village. Cllr Connett advised that TDC has an anti-social behaviour unit. It was suggested that the Chair writes to District Cllr Taylor highlighting the various incidents and asking him pursue these with the anti-social behaviour unit.

230517.09 Ratification of Minutes

9.1 Members received the minutes of the Annual Parish Meeting held on 12 April 2023. It was agreed unanimously that those minutes are signed by the Chairman as a true and correct record of the meeting.

9.2 Members received the minutes of the Parish Council meeting held on 12 April 2023. It was agreed unanimously that those minutes are signed by the Chairman as a true and correct record of the meeting.

230517.10 Roles and Responsibilities

It was noted that the most of the responsibilities were shared across the whole Council. These included Finance, Planning, Playing Field/Hard Court and Climate Emergency. It was agreed, however, that Cllr Blount would continue as the guardian of the defibrillators, carrying out the weekly checks and reporting to the Ambulance Service.

230517.11 Review of Policies and Governance Documents

11.1 Standing Orders

Members reviewed the Standing Orders and agreed no changes.

11.2 Financial Regulations

Members reviewed the Financial Regulations and agreed no changes.

11.3 General and Financial Risk Assessment

Members reviewed the General and Financial Risk Assessment and agreed no changes.

11.4 Fixed Assets Register

The clerk advised that the Vehicle Activated Sign has been added to the Register.

11.5 Statement of Internal Control

Members reviewed the Statement of Internal Control and agreed no changes.

11.6 Investment Strategy

Members reviewed the Investment Strategy and agreed no changes.

11.7 Anti-Fraud and Corruption Policy

Members reviewed the Anti-Fraud and Corruption Policy and agreed no changes.

11.8 Complaints Procedure

Members reviewed the complaints procedure and agreed no changes.

11.9 Equality and Diversity Policy

Members reviewed the Equality and Diversity Policy and agreed no changes.

230517.12 Reports

12.1 Police Report and Community Speedwatch

No police report was received.

With regard to the Community Speedwatch, members were informed that a separate VAS group has now formed. They have carried out their own risk assessments and temporary insurance for one year has been funded from the surplus of the original grant (paid by Starcross Parish Council). The clerk advised that it has been agreed by Starcross Parish Council that the Council does not wish to be responsible for the ongoing organisation of the VAS signs process but that it funds from monies left over from the original funding a reasonable proportionate share of the insurance costs for the volunteers acting for the SW VAS signs group. It was agreed that Kenton Parish Council should mirror the decision of Starcross Parish Council.

12.2 County Councillor's Report

Cllr Connett advised that he had raised with TDC the state of The Dolphin with TDC's Planning Enforcement and Environmental Building Control. Neither have any concerns; whilst the building is untidy and unsightly, it is not unsafe.

DCC has submitted a planning application for a large electricity substation on land to support the South West Exeter development project. They have also submitted the application to TDC in case the decision has to be appealed.

DCC's financial position continues to be grave. The debt in relation to special education needs is already projected to be £130m. He has met with representatives of local schools regarding the increasing time being taken for children to receive assessments of educational health and care plans.

12.3 District Councillor's Report

Cllr Taylor reported that Marsh Barton station would be open this summer. He is putting himself forward as Portfolio Holder for Planning and is pleased to report that the Local Plan is expected to go to the Inspector for review later this year.

12.4 Village Tidyman's Report

Peter White reported that the blocked gully at the bottom of Butts Hill has still not been addressed by DCC. Cllr Connett offered to follow this up.

12.5 Action Report – update on outstanding matters

12.5.1 Wall adjacent to the almshouses

The clerk advised that she had written to both the Legal and Green Spaces department at TDC stating that having not been provided any evidence that the path and wall were not part of the churchyard transfer, and given the history of the path, the Parish Council maintains that it is still part of the churchyard and should therefore be included in TDC's maintenance contract. A response has not yet been received.

It was agreed to include Cllr Taylor in the correspondence so that he could also pursue this with TDC.

12.5.2 Allotments lease

There had been no further correspondence with Kenton Village Allotments. The clerk outlined the arrangements in Starcross. It was agreed that the Chair would contact Kenton Village Allotments to find out how they wish to proceed.

12.5.3 Brook Path Wall

The clerk reported that two contractors are willing to quote for the repairs. The Chair will meet them on site if required.

230517.13 Finance and Governance

13.1 Payments

Members received the invoices for payment and it was agreed unanimously that the payments as listed are approved (attached).

13.2 Audit 2022/23

13.2.1 Members received and noted the year end bank reconciliation.

13.2.2 Members received the internal audit report and noted that no issues had been raised. It was agreed that this Council is confident that the internal audit arrangements provide excellent reassurance for the public that the financial systems are robust and fit for purpose and to continue with the appointment of Lee Accounting (South West) Ltd as the Internal Auditor to the Parish Council

13.2.3 Members received Section 1 of the Annual Return (Annual Governance Statement 2022/23).

13.2.4 Members received Section 2 of the Annual Return (Accounting Statements 2022/23). It was agreed to approve Section 2 of the Annual Return and authorise the Chair and Clerk/RFO to sign it.

13.3 Insurance

Members received a quotation for insurance for £1036.69 which was accepted. The Council agreed to commit to a three year long-term agreement.

230517.14 Planning

14.1 New planning applications/appeals

None

14.2 Decisions

None

230517.15 Car Park

15.1 Car park wall repairs and maintenance

Cllr Smith circulated a further quote from Rob White for repairs to the car park wall of just under £15,000. He advised that there may be an additional cost to a small section access to which is currently impeded by trees. The quotation was accepted and the work will commence in August.

15.2 Trees

Two quotations were considered for work to reduce the trees in the car park. It was agreed to accept the quotation from Charles Bradford for £2140. The works can commence once the nesting season is over and when Conservation Area approval has been obtained.

15.3 'Abandoned' vehicles in the car park

Members discussed the 'abandoned' vehicles in the car park. It was agreed to place another notice on the vehicles advising that the Council will take action under the Local Government (Miscellaneous Provisions) Act if they are not moved from the car park.

230517.16 Triangle

A request was received from The Rodean to have a barbeque at the planning music event on 27 August. The owners confirmed that they would locate the barbeque away from the road and it would be a gas barbeque. Tickets would be sold so that numbers can be managed (approx. 50 tickets). The Rodean has its own insurance and the relevant licences are already in place. The event will start at 5.00pm and will finish no later than 9.30pm. After a short discussion, members agreed to the request.

230517.17 Playing Field & Hard Court

Cllr Smith circulated a quotation from Reids Playground Maintenance Ltd for repairs and replacement of play equipment. This addresses all red and amber risks identified in the inspection report at a total cost of £14,895. There have been no other companies willing to repair and previous quotes for replacement have been in excess of £40,000. Cllr Smith will seek some more advice on grant funding for further discussion and agreement next month.

230517.18 Climate Change Mitigation

The Chair will follow-up with TDC's Green Spaces department regarding sensitive maintenance of green spaces in Kenton. He also advised that he has written an article in the newsletter appealing for younger people to get involved but there has been no interest. It was agreed that the article should also go on Facebook.

230517.19 Highways and Footpaths

The pitted pavement has been reported to Highways. The clerk advised that an annual grant of £80 has been received from DCC for footpaths maintenance.

230517.20 Members' items for information or general discussion, for inclusion on future agendas and/or items requiring urgent attention

[Members were reminded that they have not received the statutory notice of this business to be transacted and should therefore recognise that any decision made may be taken to be unlawful if challenged in the future]

As stated in the open forum, the Chair advised that he has arranged for some Defibrillator Training. This will be held in Victory Hall on 28th June.

230517.21 Correspondence

Members received an invitation to attend a 'Group Planning Forum' in Bishopsteignton on Thursday 25th May at 7.30pm.

230517.22 Date of Next Meeting

The next meeting of the Parish Council will be held on 14 June 2023 at 7.00pm.

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Chairman

17 May 2023

Item 12:

Expenditure

Payment type	Payee	Details	Amount
Standing Order	Salaries	April	£789.52
Online	Mrs J Rowland (Powderham Meeting)	Transfer of DCC grant	£250
Online	Lee Accounting (SW) Ltd	Internal audit of accounts	£240
Online	Peter White	Fuel and grass seed	£22.14

Income (5 April – 10 May 2023)

Date received	Received from	Details	Amount
28 April	Teignbridge District Council	First instalment of precept	£9,725.27
21 April	Kenton Village Allotments	Half yearly rent	£487.50
April/May	Various	Cemetery	£1200

Bank Balance at 10 May 2023

Current account	£56,462.71
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