

**MINUTES OF THE MEETING OF KINGSBRIDGE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBER, QUAY HOUSE
AT 7.00 P.M. ON TUESDAY 12 DECEMBER 2017**

Present: Cllr Anne Balkwill (Chairman)
Cllr David Baisie
Cllr Dena Bex
Cllr Philip Cole
Cllr Samantha Dennis
Cllr Barrie Fishman
Cllr Robin Griffin
Cllr Graham Price
Cllr Jim Romanos

In Attendance: County Cllr Julian Brazil
District Cllr Rufus Gilbert
Sgt David Green
Sam Acourt, Kingsbridge & Salcombe Gazette
One Member of Public
Martin Johnson, Town Clerk

17/118 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Martina Edmonds, Irene Jeeninga, Mike Jennings & Chris Povey and District Cllr Keith Wingate.

Public Open Forum

A member of public made the statement at Annex A.

17/119 REPORTS FROM POLICE, DEVON COUNTY COUNCIL AND SOUTH HAMS DISTRICT COUNCIL REPRESENTATIVES

119.1 Sgt Green presented the Police report for November 2017. A total of 33 crimes had been committed; 15 crimes had been recorded during the same period in 2016, 20 in 2015 and 32 in 2014. Crimes had included: 2 non-injury assaults, 4 minor injury assaults, 1 harassment, 6 sexual offences (on-line), 1 burglary (domestic dispute regarding property), 8 criminal damages (including graffiti and damage to vehicles), 2 shopliftings, 3 miscellaneous thefts, 8 possessions of cannabis (including 3 persons in one incident) and 1 dangerous dog.

The Kingsbridge Police Team had attended Remembrance Sunday parades in Kingsbridge, Modbury and Salcombe. Shops had been supplied with crime prevention material to curb the potential for shoplifting and Operation Reindeer a pre-Christmas anti-theft promotion had commenced. Officers continued to target the main protagonists of anti-social behaviour alongside John Ward, South Hams District Council's (SHDC) ASB officer. Traffic operations, involving Police vehicles from the Plymouth force, had taken place during November and December to be repeated in January e.g. vehicles stopped and breath tests provided.

Sgt Green and a member of public left the Chamber

119.2 County Cllr Brazil reported that he had attended a Devon County Council (DCC) meeting on 7 December; a new joint committee would be formed regarding devolution proposals from central government to Devon and Somerset. He had also attended a meeting at Tumbly Hill Day Centre on 23 November to discuss its future; he would fight any attempts to close the facility which supported the needs of patients and provided respite for carers with the knowledge their loved ones were being well looked after. He requested for the Town Council (KTC) to consider writing to the Lead Member for Adult Social Care; Members fully supported the request position and it was agreed to contact County Cllr Leadbetter to identify concerns and champion Tumbly Hill Day Centre's retention.

Cllr Griffin asked if he was aware that an approved development at Sunny Patch, off Fore Street, would require parking spaces to be deleted in order to gain vehicular access across the pavement. Cllr Brazil replied that the onus would be on DCC to approve a Traffic Regulation Order request and the matter would run its course.

Cllr Romanos reported that the route of Public Footpath No.1, alongside the western perimeter of Quay Car Park, remained obstructed and a recent email from SHDC was an attempt to prevent the loss of 5 parking spaces. The community had been tolerant for a long time however, principal authorities were breaking the law. Cllr Brazil replied that he had attended a recent on-site meeting and acknowledged that the legally defined route went through 5 parking spaces however, pedestrians could navigate around them. Cllr Gilbert added that the Tumbly Hill development had been anticipated which had hindered progress; a revised planning application was currently in the system for determination. They both agreed to discuss the matter with SHDC officers and feedback to KTC.

119.3 District Cllr Gilbert reported that he had met with SHDC officers and a 50m stretch of the harbour wall at the head of the estuary had been estimated for repairs at £400k. A further site meeting was due shortly. The Lower Union Road car parking tariffs had not been changed to reflect the new tariffs and the situation would be corrected; Ringo charges had been amended. Pay to use public toilets, similar to the Quay, were to be considered for other locations around the South Hams. He was aware that KTC had been lobbied by other local councils to support improvements for the B3196 from Kitterford Cross to Loddiswell which affected the Kingsbridge community. This was in his DCC ward and he had met with Cllr Richard Hosking and Meg Booth, Chief Highways Officer. There was no current funding available to widen current pinch points however, he acknowledged that lobbying should be sustained. Finally, Quay Bus Station improvements were still in progress and it was anticipated for the required funding to be earmarked.

County Cllr Brazil and District Cllr Gilbert left the Chamber

17/120 URGENT BUSINESS

Cllr Balkwill agreed to take one item of urgent business at agenda item 17/132: B3196 Kitterford Cross to Loddiswell.

17/121 DECLARATIONS OF INTEREST

There were no declarations of interest.

17/122 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the meeting held on 14 November 2017 be approved and signed by the Chairman.

17/123 PLANNING COMMITTEE

It was **RESOLVED** to receive and adopt the Resolutions in the minutes of the Planning Committees held on 21 November 2017 and 5 December 2017.

17/124 FINANCE COMMITTEE

It was **RESOLVED** to receive and adopt the Recommendations in the minutes of the Finance Committee held on 28 November 2017.

The draft budget would be reviewed at the Finance Committee to be held on 2 January and be re-considered by the full council on 9 January. Members supported the draft budget to date and a probable increase in Precept close to 5%, to raise circa £6,500 to provide further public realm improvements, which would require an increase in the Band D council tax rate from circa £60 to £63.

17/125 TOWN CENTRE TASK FORCE

The Town Centre Task Force working group had met on 3 occasions to date, had completed a street audit and cleaned up Fore Street on Sunday 3 December with local assistance. Priority proposals for improvements had been costed at circa £3,118 plus some installation costs to be confirmed. Members noted available reserves at circa £4.6k for parks & open spaces. It was **RESOLVED** to action the following public realm improvements for the town centre as earmarked by the working group via reserves funding:

- 6 in number cross-street promotional banners (1 x Bridge Street, 4 x Fore Street and 1 x Mill Street),
- replacement of 5 damaged bollards on the western pavement of Fore Street,
- removal of debris from 34 x pavement rain water gullies in Fore Street,
- repainting of 9 x historic passageway signs and surrounding masonry, and
- fungal wash and repainting of the north wall at the entrance to Fore Street car park.

On completion, KTC to promote the improvements to showcase its commitment to sustain the town centre as a vibrant and attractive shopping centre. Other improvements were identified including: regular 'business brush-ups', brightening up

the Fore Street car park entrance e.g. “shoppers’ car park” sign, pedestrian waymarking signs, replacement litter bins, new street furniture e.g. ‘breathing spaces’, new town trail, window wrapping for empty shops and new promotional literature. It was noted that Kingsbridge In Bloom could include Fore Street in a best high street competition.

17/126 TOWN AND PARISH (TAP) FUND

Members had been introduced to the latest scheme at the previous meeting. It was **RESOLVED** to make an application to SHDC for the TAP Fund 2017/18 to replace old/rusty litter bins in Duncombe Park and the Recreation Ground with stainless steel models via a funding request at £4,950 to cover purchase and installation.

17/127 COUNCL CHAMBER UPGRADE

The Council Chamber Upgrade working group had met on 2 occasions with the ambition to improve KTC’s profile and encourage more lettings e.g. weddings. Priority proposals for improvements had been costed and Members noted an agreed budgetary ceiling at £4.1k. It was **RESOLVED** to action the following Council Chamber improvements as earmarked by the working group:

- repainting of ceiling, walls and woodwork,
- all curtains and poles to be removed and disposed of including pelmet and curtains on the raised dais,
- provide roman blinds for 3 sash windows,
- large painting to be transferred from the landing to the Council Chamber,
- dais table ends and wooden pew to be removed and disposed of,
- all pictures and Citizen of the Year plaque to be removed and stored,
- Town Mayors’ photographs to be hung on the landing wall outside the Council Chamber,
- brighter LED bulbs for ceiling lights,
- 2 period style lights for the dais,
- pots and plants for Council Chamber and stairs, and
- a new carpet for Quay House entrance hallway.

17/128 NEIGHBOURHOOD PLAN

Several Members and 25 local residents had attended a Neighbourhood Plan (NP) presentation on 6 December by Martin Parkes, Devon Communities Together. Members supported a letter of thanks to Martin for his excellent briefing. He covered the key aspects of preparing a NP and a Question & Answer session had followed. Finally, a straw poll revealed much support to progress a NP.

Members discussed the presentation and considered that the relevance of a NP had grown due to non-delivery of 6 development sites identified in the Kingsbridge Development Planning Document dated February 2011. Moreover, 3 of 4 development sites earmarked in the Joint Local Plan had been brought forward from

the DPD. It was **RESOLVED** to invite expressions of interest to form a Steering Group to progress a Kingsbridge Neighbourhood Development Plan.

17/129 TOWN CLERK'S REPORT

129.1 A letter had been received from the Royal British Legion thanking Members for joining them at the Remembrance Sunday parade and service at the War Memorial.

129.2 Christmas coffees and mince pies would take place 11.00 a.m. to 12.30 p.m. on Wednesday 20 December at Quay House.

129.3 An agenda for the Property Committee would be produced the following day but Members did not consider the need for a Christmas Lights walkabout and would bring observations with them.

17/130 REPORTS ON MEETINGS OF OUTSIDE BODIES AND AUTHORITIES

Cllr Price and the Town Clerk had met SHDC officers Rob Sekula, Guy Pedrick, Jon Parkinson & Honey Foskett on 5 December at Follaton House, Totnes to discuss several public open space matters. KTC actions from a productive session were identified and it was then **RESOLVED** to progress the following:

- consider a long-term project for the pond in the Recreation Ground,
- gain costs to re-turf the putting green in the Recreation Ground,
- discuss future aspirations for the Ground Cottage/clubhouse in the Recreation Ground with the Park Bowling Club & Community Tennis,
- identify an Open Space, Sports & Recreation plan (OSSR) project and request current £8,400 S.106 funds held by SHDC to deliver the same,
- gain ideas for play equipment from Kompan or similar, conduct a local consultation for children's play area refits in Duncombe Park, Homelands & Montagu Road, and make a request for capital funding to SHDC for FY 18/19 to deliver the same,
- update the draft Kingsbridge OSSR project listing with suggestions made by SHDC officers,
- request for transfer of current SHDC managed flower beds in the Recreation Ground and the Embankment to be transferred to Kingsbridge In Bloom and for the SHDC/KTC Public Spaces Licence to be amended accordingly.

17/131 FINANCE – PAYMENT OF ACCOUNTS

Members received a schedule of payments due to date 12 December 2017. It was **RESOLVED** that the payments amounting to £13,337.85 be approved and signed by the Chairman.

17/132

**BUSINESS BROUGHT FORWARD BY THE CHAIRMAN:
B3196 KITTERFORD CROSS TO LODDISWELL**

Ugborough Parish Council had requested local councils served by the B3196 to support their request for DCC to allocate funding to widen the road in places to prevent bottle necks and delays. Members recalled that KTC had supported a similar request from Churchstow PC in late 2016. It was **RESOLVED** to write to Meg Booth, DCC senior highways officer, to lobby for improvements to the B3196 (copy to County Cllr Gilbert & Ugborough PC).

17/133

QUESTIONS TO THE CHAIRMAN

There were no questions for the Chairman.

17/134

EXCLUSION OF PUBLIC AND PRESS

It was **RESOLVED** that in view of the nature of the business about to be take place that it was advisable in the public interest that the public and press be temporarily excluded.

A member of the Press left the Chamber

17/135

POTENTIAL CO-OPTION

Members noted that a Casual Vacancy would be advertised for Kingsbridge East Ward (following Cllr Romanos' departure) on 13 December and the deadline for ward electors to call a by-election would be 4 January. If an election was not called; it was **RESOLVED** to advertise the position and to invite expressions of interest.

The meeting closed at 9.05 p.m.

..... Presiding ChairmanDate

Annex:

Public Open Forum.

Public Open Forum

Barry Day reported that he was a member of a local group keen to make the former Primrose Railway Line from Kingsbridge to South Brent into a cycle route for families to enjoy. The team met regularly and had been in contact with the Sustainable South Brent group. He could supply KTC with their meeting notes to date. The route was owned by various landowners and the old railway stations were private houses which probably meant the cycle route would have to make diversions in places along public highway as advised by Sustrans. There was much work to do for the proposal to become a reality.

Cllr Balkwill reported that the project had been included in the draft Kingsbridge Open Spaces, Sports & Recreation plan alongside another potential cycle route from Kingsbridge to Malborough. She advised that the group should be a constituted body, with a nominated Chairman and Secretary, which would assist with funding applications and encouraged further feedback to KTC as the project progressed.