

**MINUTES OF THE ANNUAL GENERAL MEETING OF KINGSBRIDGE TOWN
COUNCIL HELD IN THE COUNCIL CHAMBER, QUAY HOUSE AT 7.00 p.m.
ON TUESDAY 12 MAY 2015**

Present: Cllr Wayne Grills (Chairman)
Cllr Martina Edmonds
Cllr Barrie Fishman
Cllr Robin Griffin
Cllr Irene Jeeninga
Cllr Steve Sidney
Cllr Jax Williams

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

15/01 ELECTION OF CHAIRMAN

It was **RESOLVED** to elect Cllr Grills as Chairman and Town Mayor for mayoral year 2015/16 and his Declaration of Acceptance of Office was received.

15/02 ELECTION OF VICE CHAIRMAN

It was **RESOLVED** to elect Cllr Williams as Vice Chairman and Deputy Town Mayor for mayoral year 2015/16 and her Declaration of Acceptance of Office was received.

15/03 DECLARATIONS OF ACCEPTANCE OF OFFICE

It was confirmed that Declarations of Acceptance of Office had been received from Cllrs Edmonds, Fishman, Griffin, Jeeninga and Sidney.

15/04 APPOINTMENTS TO COUNCIL COMMITTEES

Appointments to membership of the Finance, Parks & Green Spaces, Planning and Property Committees were agreed at Annex A. Members were mindful that there were current vacancies on the Town Council (KTC) and therefore not all positions were filled.

15/05 APPOINTMENTS TO OUTSIDE BODIES

Appointments to represent KTC on Outside Bodies were agreed at Annex B. Members were mindful that there were current vacancies on KTC and therefore not all positions were filled.

Members then received invitations to attend forthcoming annual general meetings (AGM). It was agreed for:

- Cllr Sidney to attend the League of Friends South Hams Hospital AGM at 7.00 p.m. on Thursday 21 May, and
- Cllr Grills or Cllr Sidney to attend the Spiritualized AGM at 7.30 p.m. on Tuesday 2 June.

15/06 APOLOGIES FOR ABSENCE

There were no apologies for absence.

Public Open Forum

There were no statements from members of public.

15/07 REPORTS FROM POLICE, DEVON COUNTY COUNCIL AND SOUTH HAMS DISTRICT COUNCIL REPRESENTATIVES

07.1 Sgt Green reported on crime for the period April 2014 to March 2015; a total of 240 crimes had been committed compared to 325 crimes during the previous 12 months. The crimes included:

- Violent crime 59 (up from 54 previous year)
- Burglary 11 (no change)
- Shoplifting 26 (down from 49)
- Criminal Damage 39 (down from 58)
- Drug possession 23 (down from 35)

Of total crimes 31% had resulted in a 'justice outcome' including charge, summons, caution, penalty notice, cannabis warning or restorative justice. This was the highest figure in South Devon.

The National Road Safety Campaign theme for May was 'scooter and motorcycle safety'. Safeguarding of vulnerable children and adults and the prevention of harm within our communities was contained in a revised mission statement of Devon & Cornwall Police. Finally, an initiative had commenced to raise funds for 5 defibrillators for Police cars at Kingsbridge as they were not funded by the Home Office. Donations could be made via Kingsbridge Police Facebook page and £5k was required. On 5 occasions in 2015 the Police had arrived first at a medical emergency. Expressions of financial support had already been received and Cllr Wingate commented that South Hams District Council's (SHDC) Community Fund would be content to consider a funding application.

Cllr Griffin, supported by fellow members, thanked the Police for achieving such strong crime outcomes.

Sgt Green left the Chamber

07.2 County Cllr Brazil congratulated Cllrs Grills and Williams on their appointments as mayor and deputy mayor; and further congratulated District Cllrs Gilbert and Wingate on their election success. Indeed, due to election purdah not much business had been progressed at County Hall however, he was taking a petition to the following day's Cabinet meeting which lobbied for retention of local bus services. He planned to visit Kingsbridge Children's Centre the following week to gain views from users regarding news of its potential closure. He noted the agenda item relating to unauthorised advertising boards and cautioned that it would need to be a blanket ban or nothing and that DCC enforcement officers may be best placed to police such matters. Cllr Grills replied that KTC had already requested for a blanket ban but it was not being enforced.

07.3 County Cllr Gilbert congratulated all new appointments and new faces in the Chamber. An electoral review of Devon had commenced that day with Devon County Council (DCC) proposed to reduce from 62 to 60 members. At present 2 DCC ward members (Kingsbridge & Stokenham and Thurlestone, Salcombe & Allington) covered the Kingsbridge local authority area however, it was proposed for one DCC ward member to do so. If the plans were supported it would take effect in 2 years' time.

07.4 District Cllr Gilbert reported that he would continue to do his utmost for the town alongside Cllr Wingate. They hoped to reach a conclusion on approved allocated development site K1 as soon as possible.

07.5 District Cllr Wingate reported that he had received a clear mandate and would do his best.

Cllr Grills requested an update on South Hams District Council's (SHDC) approved new car parking charges for Kingsbridge and the proposed pay-on-entry scheme for Quay toilets which had originally been earmarked to commence in November 2014. Cllr Gilbert replied that amendments for car parking charges pan-South Hams were out for public consultation. He would check up on the status of the pay-on-entry proposals.

Cllr Jeeninga requested an update on recycling following closure of Aylesford Newsprint. Cllr Gilbert replied that the price of recycled paper per tonne had increased which had reduced SHDC's funding gap but he had no further information to date.

County Cllr Brazil left the Chamber

15/08 URGENT BUSINESS

Cllr Grills agreed to take one item of urgent business at agenda item 15/20: "New Electricity Contract".

15/09 DECLARATIONS OF INTEREST

There were no declarations of interest.

15/10 MINUTES OF PREVIOUS MEETINGS

It was **RESOLVED** that the minutes of the full council meeting held on 14 April 2015 be approved and signed by the Chairman as a correct record; subject to 2 minor amendments.

District Cllrs Gilbert & Wingate left the Chamber

15/11 PLANNING COMMITTEE

It was **RESOLVED** to receive and adopt the Resolutions in the minutes of the Planning Committee held on 21 April 2015.

15/12 PLANNING APPLICATIONS

The following planning applications were received from SHDC for consideration:

- 28/0808/15/F – Change of use from retail to 2 number residential dwellings and alterations
- 28/0809/15/LB – Listed building consent for change of use from retail to 2 number residential dwellings and alterations
Kings Market, Fore Street, Kingsbridge, TQ7 1PR
Heron Developments (Topsham Bridge) Ltd

It was **RESOLVED** to Recommend Approval to SHDC Development Management.

15/13 FINANCE COMMITTEE

It was **RESOLVED** to receive and accept the Recommendations in the minutes of the Finance Committee held on 21 April 2015 (public session).

15/14 ANNUAL ACCOUNTS

Members were in receipt of the Balance Sheet, Income & Expenditure Account and Summary of Reserves for the previous financial year. The accounts had been inspected and signed off by the Internal Auditor on 1 May 2015. It was **RESOLVED** to receive and approve the unaudited Annual Accounts for financial year 2014/15 ending 31 March 2015, the Accounting Statements and the Annual Governance Statement for despatch to the External Auditor.

15/15 USE OF GLYPHOSATE

Members were in receipt of conflicting information regarding the safety of glyphosate; used in weed control by KTC e.g. Roundup. The International Agency for Research on Cancer (specialised cancer agency of the World Health

Organisation) had assessed the carcinogenicity of 5 pesticides in its report dated 20 March 2015. Glyphosate had been classified as probably carcinogenic to humans (Group 2A). SHDC had requested advice from its BASIS registered advisor which supplied reports from Monsanto and the Crop Protection Association countering the IARC findings and provided a statement from Nomix Enviro which stated there was no evidence of carcinogenic effects which might be attributed to glyphosate. A full discussion followed and it was then **RESOLVED** for KTC to place an immediate stop on its use of glyphosate herbicides and for possible alternatives to be researched.

15/16 UNAUTHORISED ADVERTISING BOARDS

It was reported that persistent offenders continued to flout DCC regulations regarding the use of advertising boards. Such signs had to be positioned within 450mm of a shop front, leave a clear width of 1.5m on the footway, should not obscure visibility and should not constitute a safety defect; if signs did not meet this requirement then they were not allowed. KTC had requested DCC to enforce the authority's own regulations in September 2014. A full discussion followed and it was then **RESOLVED** to send a letter to all commercial premises in the town centre reminding them of their responsibilities regarding promotional signage.

15/17 TOWN CLERK'S REPORT

17.1 Workshop for Members. It was agreed to hold an informal session for all members to get together, to receive information on current hot topics and to discuss KTC's ambitions for the next 4 years at 6.30 p.m. on Tuesday 19 May. Any firm proposals to be brought up at June's full council meeting.

17.2 Bunting. The red/white/blue bunting which was positioned in the town centre from June to August was tatty. In particular, the white flags quickly deteriorated. A budget of £750 was available for renewal which was likely to realise 1,000m. Members agreed that a colour combination of up to 6 different colours should be considered and information would be forwarded by the Clerk.

17.3 Devon 999 Live. Coastguard, Police, Fire, Dartmoor Rescue and others would be on the Town Square on Saturday 23 May. The event would be opened by Cllr Grills. Kingsbridge Flood Wardens had been invited to attend to set-up a 'first aid' trolley with signs, sandbags, radios etc. alongside copies of the Emergency Plan and maps of 'at risk' flood areas. The Clerk would contact volunteer Flood Wardens to gauge their availability.

17.4 Tresilian/Horizons. Cllrs Fishman and Griffin, alongside former member Tom Coulthard, would meet Charlotte Reynolds (DCC Assets officer) the following day Wednesday 13 May at 10.00 a.m. to discuss the future of the DCC building.

17.5 Volunteer Litter Picking. David Cripps, Welle House Gardens, had for some time been picking up litter around town as a goodwill/community gesture on his regular walks as far as Bowcombe. He had requested KTC to sponsor a hi-viz jacket with “community litter picker” or similar on the reverse with KTC’s telephone number in case other volunteers wished to come forward. SHDC had been contacted and was content with the proposal. Members supported the initiative.

17.6 Grass Verge Cutting. DCC devolved grass verge cutting to KTC. Funding for FY 2015/16 had been confirmed at £481 for 4 cuts per annum at visibility areas/splays only. Early notice had been provided and KTC had budgeted for £500 income. KTC provided an enhanced service at 6 cuts per annum which would require DCC funds to be supplemented by KTC at £1,019. The agreement had been signed and returned to DCC.

17.7 Goalposts in Parks. The netting had deteriorated and required renewal; Ordered from Broxap Limited at circa £125 and delivery expected shortly. Cllr Griffin and Town Clerk to install.

17.8 Trim Trail – Sponsorship Plaque. Ken Nicholls, enthusiastic ‘Walker & Talker’, had provided a £500 bequest towards the Trim Trail. A brass sponsorship plaque had been quoted at circa £75 to be installed on the cycle machine in Quay House grounds. Members supported the initiative.

17.9 Dog Control Mosaics. Rosemary Speed and Michelle Farrand with funding from SHDC had managed the project on behalf of KTC and the mosaics were currently on display in the Library. Locations for the mosaics had been approved by SHDC; to be fixed shortly in Duncombe Park, Recreation Ground and Church Street amenity space.

17.10 Grant Aid. Thank you letters for Grant Aid (Community Projects) had been received from: Cookworthy Museum and Kingsbridge Twinning Association.

17.11 Solar Farm. Cllrs Griffin, Grills and Williams agreed to meet Frank Dekker, TGC Renewables, at 11.00 a.m. on Wednesday 20 May to discuss construction working hours for the development off Belle Hill which was anticipated to commence in early June.

17.12 Quay House Flower Beds. The beds required new shrubs which had been costed at £113 to be planted by Kingsbridge In Bloom. Members supported the initiative.

17.13 Cookworthy Museum BBQ & Hog Roast. Members received an invitation to the event to be held at 6.00 p.m. on Saturday 16 May.

17.14 Defibrillator. Members had noted Sgt Green’s report regarding defibrillators. KTC had already agreed to purchase a defibrillator for the town centre however, due to an anticipated over spend in the previous financial year it

had not been realised. Members supported funding to be taken from Reserves to progress supply and installation.

15/18 REPORTS ON MEETINGS OF OUTSIDE BODIES AND AUTHORITIES

18.1 Cllr Jeeninga had attended the St Georges Parade in Dartmouth.

18.2 Cllr Griffin had assisted Kingsbridge In Bloom to plant up 90 flower baskets.

18.3 Cllr Sidney had attended the Patients Participation Group at Norton Brook Medical Centre; a new system for appointments was progressing well.

15/19 FINANCE – PAYMENT OF ACCOUNTS

Members received a schedule of payments due to date 12 May 2015. It was **RESOLVED** that the payments amounting to £6,185.01 be approved and signed by the Chairman.

**15/20 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN:
NEW ELECTRICITY CONTRACT**

Members received information regarding various options for a new electricity contract. It was **RESOLVED** to accept a 4 year fixed term with Scottish Hydro/SSE with effect from 1 July.

15/21 QUESTIONS TO THE CHAIRMAN

There were no questions to the Chairman.

Cllr Grills proposed that thank you letters be sent to all town councillors who had stood down before the recent elections to acknowledge their public service to the town; the proposal was supported by members.

Cllr Grills proposed that the civic event for 2015 should be a “Beating of the Bounds” i.e. a walk around the parish boundary; the proposal was supported by members.

15/22 EXCLUSION OF PUBLIC AND PRESS

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

15/23 FINANCE COMMITTEE – GRANT AID

It was **RESOLVED** to receive and accept the Recommendations in the minutes of the Finance Committee held on 21 April 2015 (confidential session) with one

amendment. Disbursements to be made to: Kingsbridge Scout Group, Friends of Kingsbridge Library, Welle House Gardens Residents Association, Kingsbridge & Kellaton FC, Kingsbridge Area Foodbank and South Hams Sea Scouts Explorer Unit.

15/24 CO-OPTION OF NEW MEMBERS

It was reported that following insufficient nominations at the local elections KTC could fill current vacancies by co-option with no further notice required. After discussion it was **RESOLVED** to invite 6 local residents to be co-opted on to KTC.

The meeting closed at 9.27 p.m.

..... Presiding ChairmanDate

Annexes:

- A. Membership of Committees.
- B. Representatives on Outside Bodies.

**Kingsbridge Town Council
MEMBERSHIP OF COMMITTEES**

FINANCE COMMITTEE (Tuesdays o/c Planning Cttee at 6.30 p.m. – 5 per annum)		
Appointment	2014/15	2015/16
Members	Anne Balkwill Amanda Bloomer Rufus Gilbert Irene Jeeninga Philip Yates	Barrie Fishman Martina Edmonds Robin Griffin Irene Jeeninga
Internal Auditor	Ken Abraham	Ken Abraham
Ex Officio (2)	Wayne Grills Jax Williams	Wayne Grills Jax Williams
Secretary	Martin Johnson	Martin Johnson
PROPERTY COMMITTEE (Tuesdays o/c Planning Cttee at 6.30 p.m. – 2 per annum)		
Appointment	2014/15	2015/16
Members	Amanda Bloomer Robin Griffin Irene Jeeninga Vacancy Keith Wingate	Barrie Fishman Irene Jeeninga Steve Sidney
Ex Officio (2)	Wayne Grills Jax Williams	Wayne Grills Jax Williams
Secretary	Martin Johnson	Martin Johnson
POLICY COMMITTEE (Suspended at present – all business to full council)		
Appointment	2014/15	2015/16
Members	Anne Balkwill Matt Farrand Robin Griffin Irene Jeeninga Steve Sidney	N/A
Ex Officio (2)	Wayne Grills Jax Williams	N/A
Secretary	Martin Johnson	N/A

PLANNING COMMITTEE
(1st & 3rd Tuesdays per month at 6.00 p.m.)

Appointment	2014/15	2015/16
Members	Matt Farrand Robin Griffin Graham Price Steve Sidney Philip Yates	Barrie Fishman Martina Edmonds Robin Griffin
Ex Officio (2)	Wayne Grills Jax Williams	Wayne Grills Jax Williams
Secretary	Martin Johnson	Martin Johnson

PARKS & GREEN SPACES COMMITTEE
(Fridays at 9.30 a.m. – 2 per annum)

Appointment	2014/15	2015/16
Members	Anne Balkwill Robin Griffin Graham Price Philip Yates	Sandy Gilbert
Ex Officio	Wayne Grills Jax Williams	Wayne Grills Jax Williams
South Hams District Council	Rufus Gilbert, Keith Wingate, and SHDC Natural Environment & Recreation officers	Rufus Gilbert, Keith Wingate, and SHDC Natural Environment & Recreation officers
Playspaces Group	Wendy Bolt	To be named
Kingsbridge In Bloom	David Dain	David Dain
Park Bowling Club	Pat Janes	Pat Janes
Café Decks	Marika Byrne	Marika Byrne
Local Resident	Rosemary Speed	Rosemary Speed
Secretary	Martin Johnson	Martin Johnson

**Kingsbridge Town Council
REPRESENTATIVES ON OUTSIDE BODIES**

Appointment	2014/15	2015/16
Agenda 21 Kingsbridge & District Group	Steve Sidney	N/A
Dodbrook Feoffees	Amanda Bloomer Irene Jeeninga Jax Williams	Amanda Bloomer Irene Jeeninga Jax Williams
Kingsbridge Age Concern Committee	Irene Jeeninga Jax Williams	Irene Jeeninga Jax Williams
Kingsbridge Community College Trust (2 trustees)	Wayne Grills Keith Wingate	Wayne Grills Keith Wingate
Kingsbridge Fair Week Committee	Robin Griffin Keith Wingate	Robin Griffin Wayne Grills
Kingsbridge Feoffees (4 trustees)	Anne Balkwill Julie Barnett Rufus Gilbert Keith Wingate	Anne Balkwill Julie Barnett Rufus Gilbert Keith Wingate
Kingsbridge Senior Citizens Rest Centre Committee	Amanda Bloomer	
Kingsbridge Isigny-Weilerbach Twinning Society	Steve Sidney Philip Yates Town Mayor	Steve Sidney Town Mayor
South Hams Citizens Advice Bureau Trustees Board	Rufus Gilbert	Martina Edmonds
Police Liaison Committee	Rufus Gilbert Robin Griffin Wayne Grills Irene Jeeninga Philip Yates	Barrie Fishman Robin Griffin Wayne Grills Irene Jeeninga
Parish Tree Wardens	Robin Griffin Keith Wingate	Robin Griffin
Cookworthy Museum Management Committee	Philip Yates	Steve Sidney
Kingsbridge Estuary Boat Club	Graham Price	
Kingsbridge Chamber of Commerce	Rufus Gilbert	Irene Jeeninga
Kingsbridge in Bloom	Anne Balkwill	Robin Griffin

Kingsbridge Play Spaces Group	Anne Balkwill	
Walkers Are Welcome	Robin Griffin	N/A
KM United FC	Steve Sidney	Steve Sidney
Kingsbridge Information Centre	Wayne Grills	Wayne Grills
South Hams Home Start	Jax Williams	N/A