

## Kingsbridge Town Council

### MINUTES OF A MEETING OF THE POLICY COMMITTEE HELD ON TUESDAY 24 APRIL 2018 AT 6.00 P.M. IN QUAY HOUSE

**Present:** Cllr Mike Jennings (Chairman)  
Cllr Anne Balkwill  
Cllr David Baisie  
Cllr Samantha Dennis  
Cllr Barrie Fishman

**In attendance:** Martin Johnson (Secretary)

#### **17/25 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Dena Bex, Philip Cole, Robin Griffin and Chris Povey.

#### **Public Open Forum**

There were no members of public present.

#### **17/26 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **17/27 MINUTES OF THE LAST MEETING**

The minutes of the last meeting held on 23 January 2018 were approved as a correct record.

#### **17/28 GENERAL DATA PROTECTION REGULATION**

The Town Clerk had attended a recent training course as local councils had to comply with the GDPR which came into force on 25 May 2018. A key issue was to consider whether to appoint an internal or external Data Protection Officer. Staff would action an internal audit shortly in order that the Town Council (KTC) could progress towards compliance with the GDPR.

#### **17/29 ALCOVISORS**

Members received a request from Sgt Green for KTC to consider funding the re-calibration and supply of tubes for the 3 alcovisors currently operated by Coast night club, The Hermitage Inn and The Seven Stars. The machines would effectively become a community resource which could be deployed on a needs basis to any licensed premises or used by SIA staff at public events e.g. Food & Music Festival. The Police were unable to continue funding the same and costs were identified at circa £130 per annum. It was **RECOMMENDED** to agree in principle for KTC to take over the management of community alcovisor machines.

**17/30 PRIORITIES & AMBITIONS FOR 2015-2019**

Members received a listing of Priorities & Ambitions which were reviewed and amendments proposed. It was **RECOMMENDED** to adopt a revised listing of Priorities & Ambitions for 2015-2019, and to progress various projects, at Annex A.

**17/31 DATE OF NEXT MEETING**

Tuesday 31 July 2018 at 7.00 p.m.

Annex:

A. Priorities/Ambitions for 2015-2019.

*The meeting closed at 9.08 p.m.*

**Kingsbridge Town Council – Priorities & Ambitions for 2015-2019**Revised by the Policy Committee 24 April 2018 *Amendments/proposals in Red*

Project	Ambition or Priority (S, M or L)	Comments
<b>Community Facilities</b>		
Community Centre	Ambition	<ul style="list-style-type: none"> <li>• No current proposal following failed bid 2008 (Centre for Kingsbridge Community)</li> <li>• What's the current need? What's the brief? What would be the impacts on current venues?</li> <li>• Numerous meeting places in town which can accommodate up to 50 persons</li> <li>• Included in the Open Spaces, Sport &amp; Recreation Plan (OSSR) project listing</li> </ul>
<b>Heritage</b>		
Heritage Promotion	Short term	<ul style="list-style-type: none"> <li>• Members agreed that heritage sites/places of interest could be incorporated into better waymarking rather than introducing a standalone Heritage Trail</li> </ul>
<b>Open Spaces</b>		
Use of KTC owned land off Derby Road	Short term	<ul style="list-style-type: none"> <li>• Kingsbridge Feoffees option agreement to purchase the land extant to Aug 18 <b>extant</b></li> <li>• Consider alternative uses for the land if a residential development is not progressed <b>ongoing</b></li> <li>• Investigate assessment of background noise levels for residential v. office developments <b>Complete</b></li> </ul>
Town Square & Bandstand promotion	Short term	<ul style="list-style-type: none"> <li>• Better promotion to encourage greater use of the adjoining Town Square, Bandstand &amp; Quay House lawn e.g. arts, drama, <b>Sunday Bandstand concerts</b></li> <li>• Link Council Chamber and Quay House grounds for weddings</li> <li>• Press releases and website update to include pricing/photos (new page) <b>professional photos required when Council Chamber upgrade completed</b></li> </ul>
<b>Vibrant Local Economy</b>		
Way marking for pedestrians	Short term	<ul style="list-style-type: none"> <li>• Superior signage needed to direct pedestrians to Fore Street/environs from Quay &amp; Fore Street car parks plus probable repeater signs</li> <li>• Monolith style signs very popular around UK; waymarking to include heritage sites (linked with Heritage Promotion above)</li> </ul>

		<ul style="list-style-type: none"> <li>• Included in the Open Spaces, Sport &amp; Recreation Plan (OSSR) project listing</li> </ul>
Fore Street (& environs) improved street scene	Short term	<ul style="list-style-type: none"> <li>• Town Centre Task Force proposals: promotional cross-street banners (Feb 18), pavement gutters clean (Feb 18), bollards repair/replacement west side (Feb 18) <b>complete</b>, repainting of historic passageway signs (Mar/Apr 18) <b>progressing</b>, revised loading bay signage via DCC Traffic Regulation Order <b>public consultation complete</b>, micro-seating/garden areas in lieu of parking spaces (liaison required with DCC), replacement litter bins with better design (liaison required with DCC &amp; SHDC but no requirement to purchase recycling bins as nil resource to recycle public litter for foreseeable future), repainting of white triangles on courtesy crossings (identified to DCC), better Fore Street sign (currently at Scoops &amp; Methodist Church), re-decoration/maintenance of shop fronts via a discounted scheme, cleaning &amp; decoration of street lamps, introduction of water fountains, wi-fi, plastic free Kingsbridge <b>to be an independent priority (now included below)</b>, pop-up shops for empty premises, window dressing for empty premises, waymarking signs (as above), purchase of KTC pressure washer to clean street furniture, <b>scrub off Fair Week coloured symbols on highway directions signs around town, liaise with SHDC to provide house-style replacement bollards in the Town Square, explore the requirement for an overall Masterplan to cover all public realm improvements and liaise with a known landscape architect</b></li> </ul>
Town Square Markets	Short term	<ul style="list-style-type: none"> <li>• Enhance the current weekday markets in the Town Square e.g. house-style stalls/gazebos, live music and more stalls/varied goods</li> <li>• Kingsbridge Celebrates Christmas evidenced supply and demand for market stalls</li> <li>• KTC or Information Centre to consider taking on the management of weekday markets from SHDC</li> </ul>
<b>Youth facilities &amp; engagement</b>		
Greater engagement with young people	Short term	<ul style="list-style-type: none"> <li>• New mural for Duncombe Park <b>KCC possible 2019</b></li> <li>• Possible use of 'silicon estuary' domain name as a youth engagement/IT work placement project</li> </ul>
<b>Transport</b>		
Bus station improvements	Short term	<ul style="list-style-type: none"> <li>• Improved access, redesigned bus bay and new shelters Spring 2018 <b>progressing</b></li> <li>• Better information/signage required for bus services and shops/local services</li> <li>• Repainting of KTC notice boards in main bus shelters (Feb 18) <b>notice boards removed</b></li> <li>• <b>Further enhancements to be considered at full council 8 May</b></li> </ul>
Charging points for electric vehicles	Short term	<ul style="list-style-type: none"> <li>• Investigation of electric charging points</li> <li>• Possible installation in car parks</li> <li>• <b>Investigate available grants</b></li> <li>•</li> </ul>

<b>Communications</b>		
Greater Town Council profile	Short term	<ul style="list-style-type: none"> <li>• Council Chamber upgrade Spring 2018 to encourage more use i.e. weddings &amp; meetings</li> </ul>
<b>Sport &amp; Recreation</b>		
Open Space, Sport & Recreation Plan projects	S, M & L	<ul style="list-style-type: none"> <li>• Include the adopted Open Space, Sport &amp; Recreation Plan projects' listing as an Annex to the Priorities &amp; Ambitions (now attached)</li> </ul>
<b>Environment</b>		
Plastic Free Kingsbridge	Short term	<ul style="list-style-type: none"> <li>• Plastic-Free Kingsbridge status to be gained to build upon the success of Kingsbridge's 'Borrow-A-Bag' scheme which reduces plastic bag usage and 'Refill Devon' which offers free tap water refills to cut plastic bottle waste.</li> <li>• 'Plastic-Free Communities' is a national campaign created by Surfers Against Sewage to inspire local communities to take action to cut avoidable plastic waste.</li> <li>• Several objectives need to be met including support from KTC via a <b>Resolution to cut out single use plastic in the Council Offices at Quay House</b></li> </ul>

**7. Projects priority list.** Based on an assessment of relative need, and reflecting the priorities of the local community following public consultation, the following list reflects current deficiencies in provision and opportunities for enhancement resulting from S106 developer contributions in Kingsbridge:

<b>Item no. &amp; priority: short, medium or long</b>	<b>Project</b>	<b>Requirement and location</b>	<b>Cost estimate</b>	<b>Lead authority</b>
1 Short	Football pitches	Provision of adult & junior pitches, changing rooms & car park at Belle Hill or West Alvington Hill (fields opposite Community College)	£0.25m-£0.5m	
2 Medium	Rugby club improvements	Provision of mini or midi 3G artificial grass pitch & highway access upgrade at High House	£0.25m	
3 Short	Children's play spaces	Total refit with new play equipment at Homelands, Montagu Road & Trebblepark (3 no. play spaces in Westville) and Duncombe Park	£50k-£75k £10k-£15k	
4 Medium	Park infrastructure	New mural, public art, replacement trees & shrubs, terrace project to include	£75k-£100k	

		disability access, toilets, new litter bins & low level lighting at Duncombe Park		
5 Medium	Park infrastructure	Derby Road entrance upgrade, pond refit, public art, teen zone improvements, 24/7 public toilets, new litter bins & low level lighting at the Recreation Ground	£35k-£45k	
6 Short	Bmx/dirt bike track	Provision of off-road bike track at Rack Park amenity space	£2.5k-£5k	
7 Short	Park clubhouse	Total refit of 'The Cottage' clubhouse at the Recreation Ground or a new build	Refit £25k-£50k New build £tbc	
8 Medium	Cricket	New artificial wicket, nets & practice facilities at The Butts, West Alvington	£25k	
9 Medium	Skatepark	Replacement of existing ramps at the Skatepark & new roofing OR new Skatepark at location to be determined	£25k-£50k  £100k-£200k	

10 Medium	Waterside amenity space	Refit dinghy storage, flood preventative works & BBQ area at Bowcombe amenity space	£tbc	
11 Medium	Public slipway	Provision of dinghy racks, boat washing facilities & Slipway upgrade at Quay Car Park	£tbc	
12 Short	Civic Space	Improved street furniture & supply of monolith information points at the Quayside & Fore Street	£25k-£50k	
13 Long	Cemetery	New cemetery at a location to be determined	£tbc	
14 Short	Avon Valley Cycle Route	New coast to moor cycle route from Kingsbridge to South Brent	£tbc	
15 Short	Kingsbridge to Malborough Cycle Route	New cycle route from Kingsbridge to Malborough	£tbc	
16 Long	Community Hall	New community hall at a location to be determined	£10m-£15m	
17 Medium	Community water sports	Facilities for paddle boarding & canoeing	£tbc	



		at the head of the estuary		
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