

## Kingsbridge Town Council

### MINUTES OF A MEETING OF THE POLICY COMMITTEE HELD ON TUESDAY 25 JULY 2017 AT 6.00 P.M. IN QUAY HOUSE

**Present:** Cllr Chris Povey (Chairman)  
Cllr David Baisie  
Cllr Barrie Fishman  
Cllr Mike Jennings

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

#### **17/01 CHAIRMAN**

Cllr Povey was elected as the Chairman of the Policy Committee for mayoral year 2017/18.

#### **17/02 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Anne Balkwill, Dena Bex, Samantha Dennis, Robin Griffin and Jim Romanos.

#### **Public Open Forum**

There were no members of public present.

#### **17/03 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **17/04 MINUTES OF THE LAST MEETING**

The minutes of the last meeting held on 4 April 2017 were approved as a correct record.

#### **17/05 PRIORITIES & AMBITIONS FOR 2015-2019**

Members received a listing of Priorities & Ambitions which was reviewed. Several items were deleted as they had either been completed or were no longer relevant e.g. a new football pitch had been incorporated into the OSSR plan. It was **RECOMMENDED** to adopt a revised listing of Priorities & Ambitions for 2015-2019, and to progress various projects, at Annex A.

#### **17/06 BUS STATION IMPROVEMENTS**

**06.1 Update on proposed improvements.** South Hams District Council's (SHDC) design had been circulated and information was awaited from their contractors i.e. costs and timescales to complete the works.

**06.2 Replacement notice boards with bus information and Kingsbridge plan/places of interest board.** Cllrs Dennis and Fishman had met recently and proposals to introduce new information panels for the bus shelter were being worked up.

**17/07 PLASTIC FREE KINGSBRIDGE**

Members had received a presentation on plastic-free initiatives at a recent full council meeting and it was agreed to consider individual projects as they came onboard.

**17/08 FULL COUNCIL MEETINGS**

Members agreed that recent full council meetings had been protracted and a pilot had been suggested to combine Planning and Full Council meetings to be held bi-monthly. Members considered that:

- 2 meetings per month may not gain attendance from all Members,
- it may invite further agenda items,
- it had been particularly busy recently e.g. Quayside development consultation,
- more business could be delegated to committees,
- DCC & SHDC ward member reports could be shortened, and
- Chairmen of committees could invite minutes to be taken as read unless there were queries/comments.

It was **RECOMMENDED** to maintain the current routine for full council meetings to be held on the 2<sup>nd</sup> Tuesday of each month (save August).

**17/09 NEIGHBOURHOOD PLAN**

Cllr Povey and the Town Clerk had met councillors/clerks of neighbouring local councils in April who had expressed an interest in a joined-up Neighbourhood Plan between parishes. Nil decisions had been made to date. Members noted that the first stages of a Neighbourhood Plan were to address the make-up of the group, its terms of reference and geographical area with the latter being a requirement via public consultation. The Town Clerk would circulate worthwhile documents to all Members produced by Locality: Neighbourhood Plan - Roadmap & Worksheets. It was **RECOMMENDED** to convene a Neighbourhood Plan sub-committee during the summer recess to discuss structure and core elements.

**17/10 DATE OF NEXT MEETING**

Tuesday 24 October 2017 at 6.30 p.m.

Annex:

A. Priorities/Ambitions for 2015-2019.

*The meeting closed at 8.20 p.m.*

## Kingsbridge Town Council – Priorities & Ambitions for 2015-2019

Revised by the Policy Committee 25 July 2017

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 is 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>• <b>To be retained as an Ambition</b></li> </ul>
Extension of decorative lights along the Quayside to the Memorial Shelter	Short term	<ul style="list-style-type: none"> <li>• New lights erected</li> <li>• Circa £4,750 required to complete (£1,535 Revenue Reserves allocation)</li> <li>• <b>Commemorative plaque for Beryl Washington with press release/photo to be completed</b></li> </ul>
<b>Heritage</b>		
Heritage Trail	Medium term	<ul style="list-style-type: none"> <li>• Lottery funding must meet 'heritage targets' rather than 'add-ons'</li> <li>• Members agreed that heritage sites could be incorporated into a wider orientation guide/waymarking rather than introducing a standalone Heritage Trail</li> <li>• <b>On hold</b></li> </ul>
<b>Open Spaces</b>		
Way marking for pedestrians	Short term	<ul style="list-style-type: none"> <li>• Linked to Quayside Masterplan and particularly how the Quayside joins up with Fore Street via the Town Square/Bus Station</li> <li>• Signage required to direct people to the town centre/Fore Street and environs</li> <li>• Monolith style signs very popular around UK and many examples available</li> <li>• Costs for supply of 3 signs via external design company estimated at £15-£20k</li> <li>• Waymarking to include heritage sites</li> <li>• <b>Working party to conduct further research/outline brief</b></li> </ul>
Busking weekend	Medium term	<ul style="list-style-type: none"> <li>• <b>Possible Spring 2018</b></li> </ul>
Open Space, Sport & Recreation Plan	Short term	<ul style="list-style-type: none"> <li>• All Kingsbridge based sports/amenity groups consulted and feedback received/input</li> <li>• <b>Requires to be uploaded on to the website/Facebook requesting public comment</b></li> </ul>

<b>Vibrant local economy</b>		
Fore Street (& environs) improved street scene	Short term	<ul style="list-style-type: none"> <li>• KTC proposals to date: bollards repair/replacement (west side), revised loading bay signage via Traffic Regulation Order (FY 17/18), micro-seating/garden areas in lieu of parking spaces, litter bins replacement with better design, repainting of white triangles on courtesy crossings</li> </ul>
Great British High Street of the Year Awards	Short term	<ul style="list-style-type: none"> <li>• KTC to submit entry for Fore Street in 2017 (acknowledged that GBHSYA will be an ongoing project to be used as the 'driver' to enhance Fore Street per se i.e. improve condition of properties and street furniture</li> <li>• Liaison with Chamber of Commerce/local traders</li> <li>• Awaiting competition information for 2017</li> </ul>
<b>Youth facilities &amp; engagement</b>		
Greater engagement with young people	Short Term	<ul style="list-style-type: none"> <li>• Preparatory works for new mural wall in Duncombe Park completed with potential for completion alongside local artist in FY 17/18</li> <li>• Awarded Tesco Bags of Choice funds for an outdoor table tennis table in the Recreation Ground</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>• SHDC proposals to introduce disability-friendly access</li> <li>• Better signage required for bus services</li> <li>• Better local information required for shops/services</li> <li>• SHDC has agreed improved access/redesigned bus bay</li> </ul>
<b>Communications</b>		
Website	Short term	<ul style="list-style-type: none"> <li>• Councillor email addresses to be introduced</li> </ul>
Greater Town Council profile	Short term	<ul style="list-style-type: none"> <li>• Council Chamber to be spruced up to attract more hirings i.e. weddings and meetings</li> </ul>