

**MINUTES OF THE MEETING OF KINGSBRIDGE TOWN COUNCIL HELD IN
THE COUNCIL CHAMBER, QUAY HOUSE AT 7.00 p.m. ON TUESDAY
8 SEPTEMBER 2015**

Present: Cllr Wayne Grills (Chairman)
Cllr Anne Balkwill
Cllr Tom Coulthard
Cllr Martina Edmonds
Cllr Barrie Fishman
Cllr Sandy Gilbert
Cllr Robin Griffin
Cllr Irene Jeeninga
Cllr Alisia Jennings
Cllr Kate Lynn
Cllr Steve Sidney

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

15/65 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Chris Povey and Jax Williams.

Public Open Forum

John Speed and David Harwood made the statements at Annex A.

**15/66 REPORTS FROM POLICE, DEVON COUNTY COUNCIL AND
SOUTH HAMS DISTRICT COUNCIL REPRESENTATIVES**

66.1 Sgt Green reported on crime for July and August 2015; a total of 30 crimes had been committed compared to 44 crimes during the same period in 2014 resulting in a 31% reduction. Five people had been arrested, 5 crimes had been dealt with by Community Resolution, 2 people had been charged, one adult cautioned and one cannabis warning. There had been 3 crimes of common assault and 2 actual bodily harm. Dobdrooke Church had had its wall safe attacked twice. Four shopliftings had all taken place in major supermarkets. Five criminal damages all related to damage to vehicles. Finally, drugs offences included one possession of heroin achieved following a search warrant and 2 possession of cannabis.

Kingsbridge Policing Team's road safety theme for September was seat belts to coincide with national and European campaigns. Kingsbridge Fair Week had been a success from a Policing perspective; the event had been well organised

and marshalled, with good use of SIA qualified security and close liaison between the Police and committee officials. There had been one incident of criminal damage recorded on the last night. Inspector Adrian Leisk had left his post as sector inspector to lead on roads' policing for Devon, Cornwall & Dorset as temporary Chief Inspector. Insp Dave Hammond had been appointed as his replacement but was currently on secondment to Torquay as acting Chief Inspector therefore his date of arrival was unknown.

He had noted comments regarding Jewson operations during the Public Open Forum and reported that he was aware of traffic issues in the locale and the PCSO would speak to the manager to ascertain if delivery times could be staggered.

Cllr Griffin asked if he was aware of media criticism of Community Resolution (CR) to resolve crimes e.g. in the Western Morning News. Sgt Green replied that there was no purpose in dragging young people through the court system when CR could be utilised, it was always conducted with the express agreement of the victim and had proved locally to be an entirely appropriate method to deal with offences.

Sgt Green left the Chamber

66.2 County Cllr Brazil reported that Children's Centre services would be put out to tender and submissions would be carefully considered; it was likely that the building itself would be lost. Cllr Gilbert and himself were content to offer their support to the proposal for the transfer of the Ropewalk Resource Centre. At the following day's Cabinet meeting a motion had been submitted that Devon County Council (DCC) should exempt local councils from paying tipping charges where they maintained highways' verges.

66.3 County Cllr Gilbert reported that he had attended the Ropewalk meeting on 11 August and was content to assist where possible.

66.4 District Cllr Gilbert reported that South Hams District Council's (SHDC) forthcoming Executive Committee meeting on 10 September would receive a report regarding the release of S106 funds for Open Space etc. Approved developments at allocated sites K1 & K5 proposed funds for new football facilities and the Town Council (KTC) would be consulted to ascertain if it supported the identified projects. The committee would also receive a proposal to introduce a discretionary local business rate relief discount policy. The new town car parking charges worked up by SHDC and KTC in partnership, i.e. 0800 to 2000, had gone live and nil feedback had been received to date. Improved glass banks at Torr Quarry were proposed. The locking mechanisms at the pay-to-use Quay toilets had been investigated and a more robust model would be introduced. The gents urinals were badly stained and had been changed to porcelain. Filthy toilets during Sunday of Fair Week had been investigated; a staff member had to take a child to hospital and no contingency arrangement was available during a critical day. An attendant/point of contact during such peak times would be investigated. Pay-to-use was a pilot scheme and would be reviewed.

Cllr Jeeninga asked if SHDC could lobby for the Kings Arms Hotel to be better maintained as the building was grade II listed but looked very shabby having been vacant for some time. Cllr Gilbert replied that he would make enquiries with the listed building officer at SHDC.

Cllr Grills asked if usage/income statistics could be provided for Quay toilets. Cllr Gilbert replied that he was also interested in such feedback.

Cllr Griffin asked if there was any news regarding the development of allocated site K1. Cllr Gilbert replied that planning permission had been granted and access issues resolved therefore it was for the landowner to progress matters.

66.5 District Cllr Wingate reported that the Eastern Backway wall had been surveyed by the building inspector and himself. It had been closed off to pedestrian access due to the dangerous condition of the wall. He hoped that it would be made safe and a resolution shortly. The stone façade to the recently repaired wall at the head of the estuary was still being investigated.

Cllr Jeeninga reported that she was aware that informal consent had been provided for a mobile takeaway at Quay car park but the trader was operating from the Town Square on Friday and Saturday nights; and queried if Ward Members had further information. Cllrs Gilbert and Wingate requested email correspondence to be forwarded to them from the Town Clerk and they would investigate.

County Cllr Brazil, County/District District Cllr Gilbert & District Cllr Wingate left the Chamber

15/67 URGENT BUSINESS

The Chairman agreed to receive an application for tree works at agenda item 15/78.

15/68 DECLARATIONS OF INTEREST

There were no declarations of interest.

15/69 MINUTES OF PREVIOUS MEETINGS

It was **RESOLVED** that the minutes of the meeting held on 14 July 2015 and 4 August 2015 be approved and signed by the Chairman as a correct record.

15/70 PLANNING COMMITTEE

It was **RESOLVED** to receive and adopt the Resolutions in the minutes of the Planning Committees held on 21 July 2015 and 1 September 2015.

15/71 FINANCE COMMITTEE

It was **RESOLVED** to receive and accept the Recommendations in the minutes of the Finance Committee held on 21 July 2015.

It was further **RESOLVED** to re-invest 2 maturing time deposits (above Finance Committee minute 15/07.3) in Santander one year business bonds.

15/72 ROPEWALK RESOURCE CENTRE

Members were in receipt of notes from a meeting of a Working Group held on 11 August 2015 which had considered the potential transfer of Ropewalk to the Kingsbridge community. Key items for members were the:

- probable move of KTC to a new build and sale of Quay House,
- amount of capital funds available to KTC,
- probable requirement for KTC to take out a large loan and significant increase on the Precept over a long term, and
- history of the unsuccessful Centre for Kingsbridge Community bid in 2009.

After a lengthy discussion it was **RESOLVED** for KTC to withdraw its expression of interest in the potential transfer of the Ropewalk Resource Centre.

15/73 POLICIES AND PROCEDURES

Members were in receipt of 27 new and revised Policies and Procedures. It was **RESOLVED** to adopt a set of Policies and Procedures.

15/74 COMMITTEE/OUTSIDE BODIES MEMBERSHIP

Vacancies were reported on the Planning Committee and Twinning Association. It was **RESOLVED** to appoint Cllr Edmonds to the Planning Committee and to bring up the vacancy on the Twinning Association if required.

15/75 TOWN CLERK'S REPORT

75.1 Highways Matters. Local residents had recently lobbied KTC to secure changes in highways management e.g. new parking restrictions. KTC and DCC had worked up several highways amendments in 2012/13 via Traffic Regulation Order action which was expensive and required a formal public consultation. KTC had been informed not to return for circa 5 years as other communities required action. A précis has been placed in a Gazette press release issued on 4 September.

75.2 SHDC Consultations. The following consultations had been received:

- Licensing Act 2003 – consultation on Draft Licensing Policy.
- Gambling Act 2005 – consultation on Draft Gambling Statement.

75.3 Traffic Lights – Embankment Road. Utilities works required temporary traffic lights along the Embankment Road from 5 October to 11 December.

75.4 Defibrillator Training. KTC's new defibrillator had been received for the Kings Market foyer; to be positioned shortly. It needed to be checked weekly by staff and recorded. The Rotary Club of Kingsbridge Estuary had kindly agreed to provide Heartstart training 7.00 to 9.00 p.m. on Wednesday 23 September in the Council Chamber. All 20 spaces had been taken up following a press release. Cllrs Fishman, Coulthard, Gilbert, Jeeninga & Griffin and all staff would attend. A photoshoot and additional press release were planned upon actual installation.

75.5 Bus Services. First Devon & Cornwall had recently withdrawn its services in Devon and Stagecoach had replaced virtually all of them. From 20 September an all-year Sunday service would operate Dartmouth to Kingsbridge alongside a Sunday service Kingsbridge to Totnes.

75.6 Extension to Embankment Decorative Lights. SHDC Assets had reported that the wall and footway had been surveyed and it was planned to fill the visible gaps in the harbour wall from the estuary side. This was scheduled to be completed in circa 12 months however, it remained likely that the footway would still be deemed unsuitable to fix new lighting columns and therefore 'Plan B' (reported at April's full council meeting) may have to be reviewed.

75.7 Thank yous. Received from:

- Roger Pinder, Town Crier, for KTC sponsorship of the Fair Week competitions and members' support.
- Fair Week Committee for KTC sponsorship, members' support, use of Quay House and car parking.
- Cancer Research for use of the Bandstand Friday 31 July which raised £583.96.
- Kingsbridge & Kellaton FC for recent Grant Aid of £150.

75.8 Assets Register/Insurance Schedule. A full review of assets and insurance had been actioned in August. The new premium had increased to £7,272.28.

75.9 Room 4 – Quay House. The Royal Voluntary Service had given notice to vacate Room 4 at the end of September. SHDC Localities did not require a base in Quay House. The Property Committee would consider the way forward at next week's meeting.

75.10 Town And Parish (TAP) Fund. The TAP Fund would continue for the current financial year jointly funded by DCC & SHDC with applications to be submitted by Friday 18 December 2015; decisions would be made by DCC & SHDC in January 2016. If successful, payment would be made retrospectively on return of a feedback form together with proof of project completion. In previous years KTC had been the lead on a joint submission with West Alvington PC. Members would consider projects. Regarding FY 2014/15 TAP Fund,

Christie Powers had completed all research/design work alongside Holly Trubshawe (Museum) for the Cemetery interpretation panel (and also West Alvington's panel) and KTC would be receiving drafts shortly.

75.11 Recreation Ground toilet. SHDC officers, Marika Byrne (Café Decks) and Town Clerk had met on 4 September to discuss the operation of the park's toilet. While KTC had lobbied for a pay-on-entry system, similar to Quay toilets, it would cost too much to install and therefore SHDC could not approve. It was agreed for an attractive sign to be placed on the toilet to identify it was for public use rather than café customers only and an 'honesty box' would be positioned. Café Decks would provide SHDC with costings for utilities and consumables.

75.12 Bunting. To be taken down that evening.

15/76 REPORTS ON MEETINGS OF OUTSIDE BODIES AND AUTHORITIES

76.1 Cllr Edmonds reported that Cookworthy Museum was hosting an Open Day on Saturday 12 September.

76.2 Cllr Gilbert reported that she had presented the Trim Trail to the Walk & Talk Group and would be showcasing to the WI on 18 September; she was grateful for assistance from Cllrs Edmonds and Jeeninga. She proposed a KTC get together at 10.00 a.m. on Sunday 4 October.

76.3 Cllr Griffin had attended the Made By Youth stall at Kingsbridge Show which had been very successful.

76.4 Cllr Coulthard reported that the Family Fun Day would take part in the Recreation Ground 12 noon until 4.00 p.m. on Sunday 13 September with lots of activities for young people to enjoy.

76.5 Cllr Balkwill reported that the Museum was hosting a 'finds day' on Thursday 10 September.

76.6 On behalf of Cllr Williams the Town Clerk reported that the Future of the Library working group had held some positive meetings and looked forward to potential opportunities from April 2016. Questionnaires had been distributed at the Kingsbridge Show asking people what they would like to see going on and feedback was awaited.

15/77 FINANCE – PAYMENT OF ACCOUNTS

Members received a schedule of payments due to date 8 September 2015. It was **RESOLVED** that the payments amounting to £28,004.08 be approved and signed by the Chairman.

**15/78 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN:
APPLICATION FOR TREE WORKS**

Members received the following application from SHDC regarding Tree Preservation Order no.17 1998

- Application number: 28/1886/15/tw
- Site: Kings Reach, Stentiford Hill, Kingsbridge, TQ7 1BD
- Proposal: T1. Ash. Crown lift by approximately 2m and removal of deadwood

It was **RESOLVED** to support the tree works application 28/1886/15/tw and report the findings to SHDC Natural Environment & Recreation Team.

15/79 QUESTIONS TO THE CHAIRMAN

There were no questions to the Chairman.

15/80 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.

Members of public and press left the Chamber

15/81 QUOTATIONS

Several options/quotations were received regarding the following proposed works/projects:

81.1 Flashing flood warning signs. It was **RESOLVED** to accept a quotation to supply electricity, install and commission 2 flashing flood warnings signs along the A379; subject to DCC approval.

81.2 CCTV. It was **RESOLVED** to investigate options to upgrade the CCTV system and to host a visit from the contractor.

81.3 Christmas Lights. It was **RESOLVED** to note the 2015/16 festive lights display was within budget at present and to apply to the TAP Fund for the supply and installation of illuminated stars on St Edmunds Church tower.

81.4 Leases. It was **RESOLVED** to accept a quotation for legal fees to produce a new lease for the Rear Hall. It was further **RESOLVED** to extend the current lease for the Bin Store for a further 5 year period.

81.5 Cemetery tree surgery. It was **RESOLVED** to accept a quotation to carry out Year One priority tree works identified in the Woodland Management Plan dated February 2015.

81.6 Quay House road marking/lining. It was **RESOLVED** to accept a quotation to renew the existing road markings around Quay House and to provide new line marking adjacent to the Rear Hall to accord with the terms of the new lease.

81.7 Emergency lighting in Quay House. It was **RESOLVED** to note a quotation for installation of emergency lighting/corridor sensors and to request a further quotation.

The meeting closed at 9.30 p.m.

..... Presiding ChairmanDate

Annex:

A. Public Open Forum.

Public Open Forum

1. John Speed stated that the Made By Youth market had won 'best trade stand' at the Kingsbridge Show.

Cllr Griffin, supported by fellow members, congratulated the young persons involved and requested John to feedback.

2. David Harwood stated that he lived in Embankment Road in the vicinity of Jewson Limited (building merchants). There were regular traffic disruptions due to large heavy goods vehicles unloading via fork lift trucks which drove on the highway itself and said lorries were often seen mounting the pavement. He queried what could be done.

The Town Clerk, on behalf of the Chairman, reported that KTC had lobbied for a remote employment site to be included in the extant town development plan (Kingsbridge LDF) to free up brownfield sites, such as that occupied by Jewson, but the proposal had not been supported by an external inspector. KTC had therefore again supported an independent employment site and re-development of the Jewson site during the initial South Hams "Our Plan" consultation and feedback was anticipated shortly.