

**MINUTES OF THE MEETING OF KINGSBRIDGE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBER, QUAY HOUSE
AT 7.00 P.M. ON TUESDAY 13 SEPTEMBER 2016**

Present: Cllr Anne Balkwill (Chairman)
Cllr Tom Coulthard
Cllr Martina Edmonds
Cllr Barrie Fishman
Cllr Sandy Gilbert
Cllr Robin Griffin
Cllr Irene Jeeninga
Cllr Mike Jennings

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

16/66 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Kate Lynn, Chris Povey, Graham Price and Jim Romanos

Public Open Forum

16/67 REPORTS FROM POLICE AND SOUTH HAMS DISTRICT COUNCIL REPRESENTATIVES

67.1 Sgt Green reported on crime for July and August 2016; a total of 46 crimes had been committed compared to 29 during the same period in 2015 and 45 in 2014. There had been 13 arrests, 5 people had been dealt with by community resolution, 2 people reported for summons and one penalty notice for disorder. Crimes included: 3 actual bodily harm, 6 common assaults, 4 public order offences, one burglary (dwelling) and 2 non-dwelling, 6 shopliftings, 10 miscellaneous thefts/attempted thefts and 6 criminal damages. Other offences included drink driving, drugs, dangerous dog and sex offences. September's road safety scheme was seat belts to coincide with national and European campaigns. Kingsbridge Fair Week had been a success from a policing viewpoint; it had been well organised and marshalled with further use of SIA qualified security. The Police enjoyed a close liaison with the Fair Week Committee and there had been just one offence of theft. Inspector Andy Tomlinson had moved to a similar post in Teignbridge and the new South Hams Inspector was Chris Tapley. Finally, a badger cull protest would take place in Kingsbridge on Saturday 17 September to raise awareness of central government policy; the Police would try to ensure a peaceful, safe and crime free protest.

Cllr Gilbert asked if there was a correlation between the increase in crime statistics over July and August with greater footfall in the town; Inspector Green replied that there was no way of knowing however, in a low crime area there would occasionally be variations in statistics.

Sgt Green left the Chamber

67.2 County Cllr Brazil reported that lobbying by KTC and Ward Members had paid off as Devon County Council (DCC) had agreed for re-laying of the eastern pavement in Fore Street to be brought forward to be actioned within the current financial year. He noted that Fore Street matters featured as an agenda item at the meeting. The People's Scrutiny Committee had recently reviewed post-16 education transport policy which affected some students in Kingsbridge; the contribution level for all those subject to pay was £580 which DCC used to fund at 50%. South Devon College would fund up to a set threshold and hardship funds were available. The following day's Cabinet was due to consider the issue and would also receive the proposed transport capital programme but there were limited works in the Kingsbridge area. The highways maintenance contract currently awarded to South West Highways would also be reviewed shortly; he considered that local councils should be better informed of maintenance schedules and when works were being undertaken.

67.3 County Cllr Gilbert reported that parents could make appeals regarding post-16 transport. Devolution from central government to principal authorities was technically still progressing but enthusiasm appeared to be waning. Devon & Somerset Broadband phase 2 had been funded at £40m which would roll-out superfast broadband to over 90% of homes and it was anticipated that a phase 3 programme would pick up the just about everyone. A woman had fallen in Fore Street that day due to the condition of the pavement and was heavily bruised.

67.4 District Cllr Gilbert reported that South Hams District Council's (SHDC) annual report had been published. Recent issues with the bottle bank in Cattle Market Car Park had been resolved; QR codes on the banks could be used to identify when full. He supported Sgt Green's report that all Fair Week events on SHDC assets had gone well. There had been incidents of hate crime in the South Hams and Kingsbridge was not excluded; everyone should be aware and work together to stop it.

Cllr Coulthard commented that Devon Air Ambulance charity shop had been dumped with the leftovers from a recent Quay Car Park car boot sale and he had advised the shop to contact SHDC. Cllr Gilbert replied that in law this was fly-tipping and Members suggested that the Town Council (KTC) should make Kingsbridge Information Centre aware as manager of the events.

Cllr Fishman queried progress to date regarding disability access at the Bus Station. Cllr Gilbert replied that SHDC had received KTC's concept but was reluctant to spend monies until the K2 Quayside masterplan had been worked up as it was very likely to incorporate the Bus Station.

67.5 District Cllr Wingate had viewed doors and sofas on the street being offered free of charge which looked scruffy and he would be monitoring the situation. He looked forward to the K2 Quayside masterplanning workshop to be held the following day. The Kingsbridge & District Light Railway would be providing a demonstration of its new passenger train along the Quayside on Saturday 17 September. He was a Member of SHDC's Audit Committee, Overview & Scrutiny Panel and Salcombe Harbour Board. Finally, a second meeting of the Local Authority Controlled Company (LACC) steering group would be held shortly as SHDC moved to making a decision on the way forward.

16/68 URGENT BUSINESS

Cllr Balkwill agreed to take 3 items of urgent business at agenda item 16/81:

- Kingsbridge & District Light Railway – insurance,
- Plymouth Road bus stop – access improvements, and
- Loddiswell Parish Council – B3196 problems.

16/69 DECLARATIONS OF INTEREST

There were no declarations of interest.

The following 2 agenda items were taken early out-of-turn:

16/76 FORE STREET MATTERS

Cllr Balkwill requested a situation report from County Cllr Brazil further to his report at agenda item 67.2. Following meetings with KTC and Adam Keay, DCC highways officer, DCC had agreed to repair the worst parts of the eastern pavement in Fore Street alongside 8 strategically placed bollards at £11k within the current financial year. Repairs in Church Street had been costed at £4.7k to be actioned in the following financial year. However, he had remaining funds within his Investing In Devon allocation to deliver local capital projects and suggested that as much work as possible should be actioned in Fore and Church Streets while the works team was on site. Moreover, KTC should consider a sinking fund for pavement repairs in subsequent years. County Cllr Gilbert and District Cllr Wingate reported that they would also part-fund the works. After discussion, it was **RESOLVED** for KTC to:

- take the lead in requesting for pavement repair works to be actioned in Fore Street and Church Street (further to those already sanctioned by DCC within the current financial year),
- make funding applications for the above works to County Cllr Brazil at £10k, County Cllr Gilbert at £2k and District Cllr Wingate at £0.5k,
- allocate Revenue Reserves at £2.5k for the above works,
- providing a total of £15k for extra pavement repairs.

County Cllr Brazil & District Cllr Wingate left the Chamber

**16/81.3 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN:
LODDISWELL PARISH COUNCIL – B3196 PROBLEMS**

Loddiswell Parish Council (LPC) had reported problems with regular hold-ups on the B3196 road from California Cross to Wrangaton and had requested support from several local councils to lobby DCC to take action. It was **RESOLVED** to write a letter of support to LPC in its quest for road widening at current pinch points along the B3196.

County/District Cllr Gilbert left the Chamber

16/70 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the meetings held on 12 July 2016 and 2 August 2016 be approved and signed by the Chairman as a correct record.

It was further **RESOLVED** for surface water drains in Embankment Road (discussed full council meeting 12 July 2016) and West Alvington Hill to be requested to be cleared by Exjet, during sewer works in November and January, as an independent task purchased by KTC.

Members received and agreed a letter to the Prime Minister regarding the availability of affordable housing (which had been resolved at the full council meeting held on 2 August 2016).

16/71 PLANNING COMMITTEE

It was **RESOLVED** to receive and adopt the Resolutions in the minutes of the Planning Committees held on 19 July 2016 and 6 September 2016.

Members agreed that situation reports should be sought for ongoing building works at 30 and 65-67 Fore Street.

16/72 FINANCE COMMITTEE

It was **RESOLVED** to receive and accept the Recommendations in the minutes of the Finance Committee held on 19 July 2016.

16/73 PARKS & OPEN SPACES COMMITTEE

It was **RESOLVED** to receive and accept the Recommendations in the minutes of the Parks & Open Spaces Committee held on 29 July 2016.

16/74 SALCOMBE HARBOUR BUSINESS PLAN 2017-2022

KTC had been granted an extension to the consultation deadline by the Harbour Master and Members received a draft paper realised by a Working Group (Cllrs Balkwill, Coulthard, Griffin, Jennings & Romanos) held on 6 September 2016 with a listing of recommendations under various headings e.g. better safety. It was

RESOLVED to adopt the Working Group's recommendations and forward as KTC's feedback to the proposed Salcombe Harbour Business Plan 2017-2022.

16/75 OPEN SPACE, SPORT AND RECREATION PLAN (OSSR)

Members were in receipt of a draft OSSR which reported current provision including existing quantity, quality and access shortfalls and what improved and/or new facilities were needed to address said shortfalls/anticipated future demand from additional housing development. The document was weighty and required close reading and consideration. It was **RESOLVED** for a Working Group of Cllrs Balkwill, Griffin and Jennings to review/progress the draft Kingsbridge OSSR and to feedback to full council.

16/77 AMENDMENT OF PREVIOUS RESOLUTION

It was **RESOLVED** to amend a previous resolution 15/64 (regarding a new Rear Hall Lease) and to add the following notation: "and to authorise the Town Clerk to execute the legal deed on behalf of Council".

16/78 TOWN CLERK'S REPORT

78.1 Barclays business manager had agreed to refund commission charges incurred over the previous 3 months and provide a grace period of nil charges for the following 3 months. A new bank mandate would be required to introduce internet banking and the business manager would provide a teach-in for Members to authorise payments. Information on Barclays time deposits would also be provided.

78.2 Flood warning signs required further testing; to take place shortly.

78.3 Compost facility – Recreation Ground was behind schedule due to manpower resource issues which would hopefully be sorted shortly.

78.4 Policy Committee work regarding the Fore Street audit had not been actioned to date.

78.5 Town Square trees growth was impacting on CCTV capability, Kingsbridge In Bloom flower beds and Creeks End assets; a request had been made to SHDC for tree surgery.

78.6 Flag pole (adjacent to War Memorial) required maintenance in readiness for Remembrance Sunday; a request had been made to SHDC.

78.7 Highways grass verge cutting and weed spraying timetable was on schedule.

78.8 Sewer works had been presented to Cllr Jeeninga and the Town Clerk by Exjet and South West Water (SWW) representatives at a meeting held on 18 August 2016 to take place in November and January alongside road/footpath closures,

reduced carriageways and traffic lights. A programme and maps would be forwarded to KTC and a quotation from the Town Mayor would feature in the companies' press release.

78.9 Scrap metal truck located in Embankment Road had been discussed with SHDC Licensing following representations received by KTC. The scrap was being provided free of charge via the local community and therefore no records were needed and the operator held a scrap collector's licence. Scrap metal was not being broken down in situ and therefore could remain outside the person's dwelling. DCC and Police would not be taking any action as nil highways/obstruction offences had been committed. There was not a gravity of noise nuisance to engage Environmental Health. In summary, while the operation may be perceived as an eyesore it was not illegal.

78.10 Highfield Drive water main – letter from Sarah Wollaston MP had been received following KTC lobbying which enclosed feedback from the Chief Executive of SWW that a new main did not have a definitive time line however, the matter was being kept under close inspection.

78.11 Foodbank vouchers – Members' referrals had been requested by Roger Tyler if councillors identified persons/families in need.

78.12 SCARF (speed survey) – West Alvington Hill had identified that 48% of motorists driving up hill and 24% of motorists driving downhill were over the speed limit; DCC was content to receive a draft press release from KTC for its approval in order to inform the local community and request motorists to slow down.

78.13 VAS (vehicle activated sign) – options would be received by the next full council meeting.

78.14 Thank you letters had been received from The Coleridge Bus (Grant Aid), Cancer Research UK (KTC assistance) and Fair Week Committee (KTC assistance).

78.15 Twinning Association – Reception and Dinner to be held at 7.00 p.m. on 4 October 2016 at the Rugby Club; the Town Mayor and Members had been invited to attend.

78.16 Cemetery management course attended by Laura Cregan & Ann Gomm.

78.17 SHDC town & parish clerks briefing session to take place in early October.

78.18 Flood warden training – Groundwork South managed was being worked up and KTC had been requested to liaise with other local councils.

78.19 Salt delivery (1 tonne in 25kg bags) had been granted by DCC at no cost to top-up the emergency store (Library garage).

78.20 Council agendas – associated papers would be loaded on to the website to provide full details to the community accompanied by ‘directions’ from the Facebook page. Members were requested to consider how they wished to be distributed their paperwork and they agreed to consider independently.

16/79 REPORTS ON MEETINGS OF OUTSIDE BODIES AND AUTHORITIES

79.1 Cllr Jennings reported that the latest Rest Centre Committee minutes reported the group to be in good health with maintenance and insurance matters recently actioned.

79.2 Cllr Gilbert reported that there was a possibility of a link between the Food & Music Festival and a proposed Busking event.

79.3 Cllr Edmonds had attended a National Trust presentation regarding “AONBs and Development” at Kingsbridge Community College held on 11 August 2016 and would make a report to the next Planning Committee.

16/80 FINANCE – PAYMENT OF ACCOUNTS

Members received a schedule of payments due to date 13 September 2016. It was **RESOLVED** that the payments amounting to £14,926.46 be approved and signed by the Chairman.

16/81.1 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN: KINGSBRIDGE & DISTRICT LIGHT RAILWAY (KDLR) – INSURANCE

Further to Cllr Wingate’s report at agenda item 67.5 Members received a request from Steve Mammatt and it was **RESOLVED** to nominate the KDLR exhibition day on 17 September 2016 as a KTC community event and to provide public liability insurance for the same.

16/81.2 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN: PLYMOUTH ROAD BUS STOP – ACCESS IMPROVEMENTS

Cllrs Balkwill, Coulthard, Fishman, Gilbert, Griffin and Jennings had made a site visit to the Plymouth Road bus stop and environs before the meeting and the area had previously been viewed by DCC’s local highways officer. Members agreed that the area was overgrown, that there was no defined pedestrian route from the bus stop to the former railway bridge at the end of Old Plymouth Road, and the earmarked crossing point to the hospital via 3 wooden steps was a hazard. It had been identified that any KTC plan to improve the area would require a safety audit to be agreed by DCC. Moreover, the owner of the land had not been confirmed to date and DCC would investigate. A budget of £1k was available for the street lamp/vegetation cut project in Old Plymouth Road and £805 remained. It was **RESOLVED** to:

Public Open Forum

Steve Russell, taxi driver, reported that on-street parking enforcement was unsatisfactory and he requested for a full-time enforcement officer for Kingsbridge to be shared with neighbouring towns. He considered that a permanent resource for the town, as historically supplied, would be a huge benefit to stop illegal parking in Fore Street and its negative impacts.

The Town Clerk, on behalf of the Chairman, reported that KTC had requested a DCC officer to visit Kingsbridge to explain enforcement routines with Members.