

## **MINUTES OF THE MEETING OF KINGSBRIDGE TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, QUAY HOUSE AT 7.00 P.M. ON TUESDAY 13 JUNE 2017**

**Present:** Cllr Chris Povey (Chairman)  
Cllr David Baisie  
Cllr Tom Coulthard  
Cllr Martina Edmonds  
Cllr Barrie Fishman  
Cllr Robin Griffin  
Cllr Irene Jeeninga  
Cllr Mike Jennings  
Cllr Graham Price

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

### **17/23 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Anne Balkwill & Jim Romans, Cllr (designate) Dena Bex and Sgt David Green.

### **Public Open Forum**

A member of public made the statement at Annex A.

### **17/24 REPORTS FROM POLICE, DEVON COUNTY COUNCIL AND SOUTH HAMS DISTRICT COUNCIL REPRESENTATIVES**

**24.1** Cllr Povey presented the Police report for May 2017 on behalf of Sgt Green. A total of 17 crimes had been committed; 13 crimes had been recorded during the same period in 2016, 20 in 2015 and 24 in 2014. Two crimes had resulted in arrest, 2 had been dealt with via Community Resolution and others were still under investigation. Crimes had included: 2 domestic incidents, 4 threats/abuse, 1 shoplifting, 6 miscellaneous theft/attempted theft and 4 criminal damage. There had been no assaults or burglaries. The Food & Music Festival had been successful from a policing perspective with no significant incidents. Routine follow-up work had been done with the organisers which had reviewed the event and considered any changes. Police were aware of, and investigating, 4 cases of graffiti over the previous few days plus a break-in at the ice cream kiosk. Finally, local councils would be consulted, via the South Devon & Dartmoor Community Safety Partnership, on the future of the proposed PCSO reductions and community policing. A stakeholder event was anticipated in July.

**24.2** District Cllr Wingate reported that the proposed Quayside development public consultation would take place shortly. It was pivotal to understand the Town Council's (KTC) position. He was due to attend a business development meeting on

Thursday which would consider the future funding of South Hams District Council (SHDC).

**24.3** District Cllr Gilbert reported that the Quayside development concept would feature in the Kingsbridge & Salcombe Gazette on Friday 16 June. A consultation period of 3 weeks was due to be confirmed shortly; it was likely to be a very emotive matter. The Planning Inspectorate had supported at Appeal a housing development at Allocated Site K4 in Derby Road. SHDC had fought the case hard but ultimately the authority had failed to convince the Inspector to support the authority's refusal; land value/viability had been a key matter. Tetra packs could now be recycled. Finally, he had noted the Police report and was aware that there had also been an attempted break-in at Café Decks in the Recreation Ground.

Cllr Jenninga stated that commercial waste bins had been secured at the entrance to St Edmunds Church in Church Steps which was not appropriate for a Grade I Listed building. She considered the bins should be re-located behind the public toilets in Fore Street car park with fencing introduced at either end. Cllr Gilbert replied that a licence would be required for such an arrangement but he was content to attend a meeting to discuss the issue. Cllr Povey commented that commercial waste should be kept within the confines of a business or alternative arrangements made to keep it out of the public domain.

Cllr Jeeninga further stated that SHDC's mechanical sweeper was not in operation very often. Cllr Gilbert replied that he would investigate and feedback.

Cllr Price stated that SHDC's grounds maintenance team did not appear to have work schedules and there were several issues e.g. unsatisfactory grass and hedge cutting which let the town down. In particular, Kingsbridge In Bloom should be working in partnership with SHDC. Cllr Gilbert replied that he would discuss with Helen Dobby, SHDC head of service, and feedback.

**24.4** County Cllr Brazil reported that resurfacing of the road at Totnes Cross would take place shortly. Devon County Council (DCC) had been in purdah recently due to the authority's own election and the general election however, there was a Cabinet meeting the following day. He had been appointed to the Inshore Fisheries authority which considered scalloping in the Salcombe-Kingsbridge estuary. His complaint regarding the Inspector's approval of the K4 development related to the West Dart appeal which left SHDC with little evidence to fight for affordable housing. He would continue to attack SHDC as the authority should be at the vanguard of affordable housing. The Rivermaid which operated the Kingsbridge-Salcombe ferry would commence running on 26 June. The Harbour Authority had advertised for a ferry operator and received criticism but he considered that the position had been vindicated which was supported by Cllr Wingate. It was hoped that the current operator would commence operations as earmarked.

Cllr Price stated that the highways signs outside Kingsbridge were not being cleaned, it presented a holiday destination in a poor light and some signs were

possibly a safety issue. Cllr Brazil responded that this was a policy issue and signage was no longer cleaned by DCC; it therefore fell to local councils to take on.

## **17/25 URGENT BUSINESS**

Cllr Povey agreed to take 3 items of urgent business at agenda item 17/38:

- Planters – The Promenade,
- Portaloo provision – quotation (confidential matter), and
- CCTV upgrade – revised specification/quotation (confidential matter)

*The following agenda item was taken early out-of-turn:*

### **17/38.1 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN: PLANTERS – THE PROMENADE**

Members noted that Kingsbridge In Bloom had managed the restoration of 2 planters recently following vehicular damage and had also painted all of them. After discussion, it was **RESOLVED** to request DCC to transfer the 8 wooden flower planters at The Promenade to KTC's Asset Register and to manage henceforth.

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

There were no declarations of interest.

## **17/27 PLASTIC FREE KINGSBRIDGE**

Helen Petit, Samantha Dennis and Amanda Keetley made a presentation regarding their aim to raise awareness and reduce single-use plastic in Kingsbridge at Annex B. They were looking for support from DCC, SHDC and KTC to realise their ambitions. Cllr Price commented that Kingsbridge In Bloom would be happy to be involved. Members gave their support and Cllr Povey replied that the initiative could either be an agenda item at the next council meeting or the group could feedback to KTC as their project progressed.

## **17/28 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the meeting held on 9 May 2017 be approved and signed by the Chairman.

## **17/29 PLANNING COMMITTEE**

It was **RESOLVED** to receive and adopt the Resolutions in the minutes of the Planning Committees held on 16 May 2017 and 6 June 2017.

## **17/30 ANNUAL ACCOUNTS**

Members received an accounting statement 2016/17 and a summary of reserves, general fund balance and fixed assets. The accounts had been inspected by and signed off by the Internal Auditor on 6 June 2017. It was **RESOLVED** to receive and

approve the unaudited Annual Accounts for financial year 2016/17 ending 31 March 2017 for despatch to the External Auditor.

### 17/31 HIGHWAYS

Members received from DCC a listing of changes to highways management suggested by local residents and discussed related matters. It was **RESOLVED** to support:

- loading bay signs to be changed to read goods vehicles loading bay signs in Fore Street,
- introduction of double yellow lines at junction Scholars Walk/Fosse Road,
- restrictions to stop vehicles blocking driveways at 120-126 Fore Street,
- restrictions for 20m stretch in Belle Cross Road opposite junction with Washabrook Lane,
- time extension for disabled bay parking in Fore Street, and
- DCC local highways officer to review parking at junction Northville Park/Linhey Close.

### 17/32 AIR QUALITY

Members received historic data on air quality in Fore Street (SHDC's updating & screening assessment dated November 2015) alongside a request from a local resident for monitoring to recommence. Members noted that SHDC had concluded that there was no need to declare an Air Quality Management Area (AQMA) following studies in 2007 and 2010. However, Members were also mindful of recent national discussions about air quality, that the Joint Local Plan identified 395 dwellings for Kingsbridge, that development would take place in surrounding villages and recent local concerns regarding air quality in Church Street. It was **RESOLVED** to request SHDC to commence air quality monitoring in Church Street and re-commence in Fore Street.

### 17/33 CAR PARKING CHARGES

Members received feedback from a meeting with SHDC's Operational Manager (Environment Services) regarding proposals to achieve an increase in car parking income by 2%. In particular, a review had highlighted that Fore Street car park could be identified for shoppers and Quay car park could be identified for visitors. Moreover, single coin operations were preferable for customers. After discussion, it was **RESOLVED** to request SHDC to support the following changes to Kingsbridge car parking tariffs:

		½ hour	1 hour	2 hours	3 hours	4 hours	All day
Lower Union Road	Current	n/a	90p	£1.80	£2.40	£3.70	£7.00
Lower Union Road	Proposed	50p	£2.00	£2.00	£2.00	£2.00	£2.00
Cattle Market	Current	40p	90p	£1.80	£2.40	£3.70	£7.00

Cattle Market	Proposed	50p	£2.00	£2.00	£2.00	£2.00	£2.00
Duncombe Park	Current	30p	80p	£1.60	£2.00	£3.30	£7.00
Duncombe Park	Proposed	30p	80p	£1.60	£2.00	£3.30	£7.00
Fore Street	Current	40p	90p	£1.80	£2.40	£3.70	n/a
Fore Street	Proposed	50p	£1.00	£1.00	£1.00	£3.00	n/a
Quay	Current	40p	90p	£1.80	£2.40	£3.70	£7.00
Quay	Proposed	£1.00	£1.00	£3.00	£3.00	£5.00	£8.00

### 17/34 CAR PARK PERMITS

Members received SHDC's Amendment Order No.4 to Off-Street Parking Places Order 2015 plus a request from a local resident for affordable permit parking for local residents in Fore Street car park. Members noted proposals for the elimination of full and commuter permits to be replaced by Town Centre permits in Duncombe Park and Quay car parks at £365 per annum and Peripheral permits in Cattle Market and Lower Union Road car parks at £165 per annum. The opinion of Kingsbridge Chamber of Commerce had been received which Members wished to support. After discussion, it was **RESOLVED** to request SHDC to delete the proposed Town Centre car park permits leaving permit use for the Cattle Market and Lower Union Road car parks only; and for the Town Clerk to provide a report to a local resident.

### 17/35 TOWN CLERK'S REPORT

**35.1 Bus shelters & highways signage.** The bus shelters near the Hospital and highways signage on key roads had been cleaned.

**35.2 Table tennis tables.** A portable table had been supplied and stored in the Garage to be wheeled out on to the Bandstand during Quay House opening hours over summer. Promotion to be arranged. A permanent table for the Recreation Ground was awaiting the Tesco Bags of Choice result anticipated mid-July when the table could then be purchased. A concrete base has been installed in readiness near the children's play area.

#### 35.3 Feedback:

- **Licensees meeting** held on 11 May attended by Cllrs Griffin & Jennings (notes available).
- **Quay Car Park anti-social behaviour meeting** held on 16 May (and related proposed tree works walkabout 12 May). The Town Clerk would provide monthly updates to Kiln House residents.
- **New DCC highways officer for Kingsbridge** Lisa Edmonds visited on 17 May.
- **Green Flag judging** for the Recreation Ground took place on 25 May attended by Cllr Price; result and feedback awaited.

- **Bus station improvements meeting** held on 26 May attended by Cllr Fishman.
- **Car Parks' charges meeting** held on 30 May attended by several Members.
- **Police Liaison (with PCC link officer) meeting** held on 2 June attended by Cllr Fishman (notes available).
- **Quayside Masterplan meeting** held on 6 June attended by Cllrs Balkwill, Edmonds & Povey.
- **Community Housing** presentation by David Parkes, SHDC, on 6 June attended by several Members.

**35.4 Annual Report** to be produced by end June for period May 2016 to May 2017.

**35.5 Kingsbridge Open Space, Sport & Recreation Plan 2017-27** draft consultation sent to Kingsbridge based sports, recreation & social clubs with a deadline of 30 June for responses.

**35.6 Play Area Agreement** with SHDC for insurance and monthly inspections plus an annual engineering report by Allianz service agreed for Trim Trail exercise equipment in Quay House grounds at £130 per annum for FY 2017/18.

**35.7 Litter Bin Survey** conducted by Reception team had identified type, location and condition. Six bins required immediate repair i.e. damaged or not working correctly plus 8 rusty bins in Duncombe Park and the Recreation Ground. All bins required a deep clean. The survey had been forwarded to SHDC and would be taken into consideration when a pan-district review was actioned shortly.

**35.8 Thank you letters** for Grant Aid had been received from Sing-a-Song (Kingsbridge Library), Kingsbridge Foodbank and Plastic Free Kingsbridge.

#### **17/36 REPORTS ON MEETINGS OF OUTSIDE BODIES AND AUTHORITIES**

There were no reports.

#### **17/37 FINANCE – PAYMENT OF ACCOUNTS**

Members received a schedule of payments due to date 13 June 2017. It was **RESOLVED** that the payments amounting to £21,028.12 be approved and signed by the Chairman.

#### **17/39 QUESTIONS TO THE CHAIRMAN**

Cllr Coulthard asked the Chairman if he would be willing to buttress the Grant Aid awarded to Family Advice Support Team's bid to purchase a slack line via his Mayor's Allowance; Cllr Povey replied that he was content to do so.

**17/40 EXCLUSION OF PUBLIC AND PRESS**

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

*Members of public and the Press left the Chamber*

*Standing Orders 3w. was agreed to be suspended (meeting time limit of 2.5 hours) in order for the meeting to continue*

**17/38.2 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN:  
PORTALOO PROVISION – QUOTATION**

A Parks & Open Spaces Committee meeting had recommended the exploration of hiring a portaloos for the Recreation Ground until the end of summer in order to cover increased footfall and in case the café/bowling green clubhouse was unavailable. Members received quotations for the same which were noted as reasonable however, concerns were expressed regarding management, potential vandalism and daily cleaning. It was **RESOLVED** to communicate with Kingsbridge Park Community Tennis to ascertain if the group was willing to host a portaloos within the tennis courts to provide security and to organise a cleaning rota amongst its members.

**17/38.3 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN:  
CCTV UPGRADE – REVISED SPECIFICATION/QUOTATION**

Members received a report regarding the agreed CCTV upgrade and in particular the more discrete appearance of turret cameras over bullet cameras. It was **RESOLVED** to accept a revised specification/quotation for the CCTV system upgrade noting additional expenditure at circa £826.

**17/41 CO-OPTION**

Members received 11 expressions of interest for the councillor vacancy in North Ward; the deadline for applications was 16 June. Given the number of applicants; CVs, resumes or letters had been requested. It was **RESOLVED** to formulate the selection process after the deadline date.

*The meeting closed at 9.50 p.m.*

..... Presiding Chairman .....Date

Annexes:

- A. Public Open Forum.
- B. Less Plastic in Kingsbridge – Tackling Ocean Plastic Together.

### **Public Open Forum**

Jane Fincham, The Harbour Bookshop, stated that she had received amazing community support since starting her business in the town. She mentioned that 2 litter bins in Mill Street were very tired and a step prevented easy access to a disabled ramp near her premises.

Cllr Povey replied that SHDC would review all litter bins, further to KTC's own recent study, and disability access in Mill Street would be alerted to DCC.