

MINUTES OF THE ANNUAL GENERAL MEETING OF KINGSBRIDGE TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, QUAY HOUSE AT 7.00 P.M. ON TUESDAY 10 MAY 2016

Present: Cllr Chris Povey (Chairman)
Cllr Anne Balkwill
Cllr Tom Coulthard
Cllr Martina Edmonds
Cllr Barrie Fishman
Cllr Sandy Gilbert
Cllr Robin Griffin
Cllr Irene Jeeninga
Cllr Kate Lynn
Cllr Chris Povey
Cllr Jim Romanos

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

Cllr Grills stated it had been an honour to become a Town Councillor in May 2011 at the age of 21 years. He had immensely enjoyed his 2 years as Town Mayor and thanked all Members for their support, deputies Cllrs Griffin and Williams, Town Clerk and staff, parents and staff at work. The community spirit in Kingsbridge was incredible as evidenced by the large number of volunteers. For example, Kingsbridge In Bloom had provided 3,800 labour hours in 2015 which would cost circa £27k. Indeed, the local voluntary sector continued to grow. He looked forward to supporting Cllrs Povey and Balkwill, new projects and highlighted a strong team effort: our town, our home, our future.

16/01 ELECTION OF CHAIRMAN

Cllr Povey was elected as Chairman and Town Mayor for mayoral year 2016/17 and his Declaration of Acceptance of Office was received.

Cllr Povey thanked Cllr Grills for his energy and efforts which had been strongly appreciated by townspeople. He thanked fellow Members for their trust in his appointment and hoped he could provide an effective service to the community.

16/02 ELECTION OF VICE CHAIRMAN

Cllr Balkwill was elected as Vice Chairman and Deputy Town Mayor for mayoral year 2016/17 and her Declaration of Acceptance of Office was received.

16/03 APPOINTMENTS TO COUNCIL COMMITTEES

Appointments to membership of the Finance, Parks & Open Spaces, Planning, Policy, Property, and Flood (& Winter) Resilience Committees were agreed at Annex A.

County & District Cllr Gilbert and District Cllr Wingate entered the Chamber

16/04 APPOINTMENTS TO OUTSIDE BODIES

Appointments to represent the Town Council (KTC) on Outside Bodies were agreed at Annex B.

16/05 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Graham Price and County Cllr Julian Brazil.

Public Open Forum

There were no statements from members of public.

16/06 REPORTS FROM POLICE, DEVON COUNTY COUNCIL AND SOUTH HAMS DISTRICT COUNCIL REPRESENTATIVES

06.1 County Cllr Gilbert reported that proposed repairs to the pavement in Fore Street and Church Street had not been included in the current financial year footways' budget. Changes to bus service no.3 would be introduced shortly to provide an extra bus at 0830 and the current 0905 service would be amended to 0930 allowing the national bus pass to be used for free travel. New surfacing had been completed in Belle Vue Road and Duncombe Street. Finally, Devon County Council (DCC) had sold the Ropewalk Resource Centre to South Hams District Council (SHDC) and a planning application would be made for housing.

Sgt Green entered the Chamber

Members were discontent that Fore Street pavement would not be repaired and identified that there were several trip hazards which affected the elderly and people unsteady on their feet. County Cllr Gilbert replied that many towns had pavement issues and Kingsbridge had not made the priority listing for action. It was further identified that the traffic light controlled crossings in Cookworthy Road were not working and a replacement 'no entry' sign for Mill Street was awaited. After discussion, it was **RESOLVED** to write to DCC to strongly request that Fore Street pavement repairs be conducted as soon as possible.

Cllr Balkwill highlighted speeding along Embankment Road; County Cllr Gilbert replied that several local councils had purchased their own vehicle activated signs (VAS) to alert motorists to the speed limit. Such signs could only be deployed where a speeding issue had been identified via a speed compliance action review forum (SCARF) however, it was likely that Embankment Road may already have been

actioned. VAS cost circa £5k and he would be willing to part-fund at circa £1k should KTC wish to consider purchase.

The discussion further identified that a truck was parked permanently outside Jewsons in Embankment Road to collect scrap metal and Members agreed it should be investigated whether environmental regulations permitted such action or not.

06.2 District Cllr Gilbert reported that temporary disabled ramps could be purchased off the shelf for Quay bus station. He had been made aware of the Recreation Ground pond discharging water and suspected that the stopcock had been left open. Dog fouling was an issue pan-district and SHDC was appealing for residents to report incidents in order to deploy enforcement officers to deal with repeat offenders. He anticipated that the Kings Arms fascia would be repaired shortly which would require a scaffolding licence; SHDC had received a pre-planning application enquiry. Finally, rubbish along the A38 had been cleaned up by SHDC however, it was not always caused by the general public and waste lorries were also responsible.

06.4 District Cllr Wingate reported he would also be willing, alongside County Cllr Gilbert, to part-fund the purchase of a VAS. The wall repairs along the Eastern Backway had commenced that day. A business plan was being worked up for a proposal for SHDC to deliver some of its services via a Local Authority Controlled Company. Finally, he supported SHDC's purchase of Ropewalk which would allow the local community to guide its future use.

County/District Cllr Gilbert and District Cllr Wingate left the Chamber

06.3 Sgt Green reported on crime for the period 1 April 2015 to 31 March 2016. A total of 222 crimes had been committed compared to 242 crimes during 2014/15 and 325 crimes during 2013/14. There have been: 2 attempted murder, 21 assaults with injury, 22 assaults without injury, 8 sexual offences, 17 public order/harassment, 2 burglaries (dwelling), 13 burglaries (non-dwelling), 1 fraud, 57 thefts, 18 shoplifting, 37 criminal damage, 6 dogs out-of-control, 11 drug offences and 7 drink driving. Of these crimes 28 had resulted in arrest and charge, 5 cautions, 30 community resolutions, 5 cannabis warnings, 3 summons to court and 2 'taken into consideration' at court. Kingsbridge crime had fallen overall by 7% which was in line with a 3.8% fall force-wide over the same period. It was important that all crimes were reported to the Police as significant 'under reporting' could skew statistics on which important resource decisions were made. Moreover, if crimes were not reported then the Police could not investigate them.

Members asked several questions and Sgt Green replied that there had been speed gun operations recently; a community speed watch for the town had been suggested however, sufficient volunteers were required and training was required. There had been a shift from use of class A drugs to illegal highs. Finally, the average waiting times for non-emergency 101 calls to be answered was 9 minutes and it was advised to report non-urgent matters via email.

Sgt Green left the Chamber

16/07 URGENT BUSINESS

Cllr Povey agreed to take the following agenda items as urgent business:

- at 16/19: Tumbly Hill development – temporary partial road closure, and
- at 16/22: Kingsbridge Food & Music Festival – funding request.

16/08 DECLARATIONS OF INTEREST

Cllr Grills declared pecuniary interests in agenda item 16/22 Finance Committee (sub agenda item 15/41.8 Grant Aid – Kingsbridge Celebrate Christmas) and 16/22 Business Brought Forward by the Chairman: Kingsbridge Food & Music Festival – funding request.

Cllr Povey declared a pecuniary interest in 16/22 Business Brought Forward by the Chairman: Kingsbridge Food & Music Festival – funding request.

16/09 COMMUNITY HELIPAD

Toby Russell presented that Devon Air Ambulance Trust (DAAT) operated 2 helicopters and wished to fly more hours from October 2016 which would require night landing sites. DAAT had responded to 12 incidents in Kingsbridge during 2015 and several times to date in 2016. An area of flat ground 50m x 50m was needed alongside good access to the town. Several sites had been investigated e.g. Duncombe Park was a good landing site during daytime but was inadequate for night landing. It was proposed that the Rugby Club would be very suitable and the easiest to adapt as floodlighting was already in situ. The club had provided its full support. New equipment was needed to enable the pilot to switch on/off the floodlights at £832 plus VAT. It was **RESOLVED** to support a community helipad at the Rugby Club for night flying operations at £832 (from the cost code for Solar Farm community benefit projects).

16/10 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the meeting held on 12 April 2016 be approved and signed by the Chairman as a correct record.

16/11 PLANNING COMMITTEE

It was **RESOLVED** to receive and adopt the Resolutions in the minutes of the Planning Committees held on 19 April 2016 and 3 May 2016.

16/12 FLOOD & WINTER RESILIENCE COMMITTEE

It was **RESOLVED** to receive and accept the Recommendations in the minutes of the Flood & Winter Resilience Committee held on 12 April 2016.

16/13 FINANCE COMMITTEE

It was **RESOLVED** to receive and accept the Recommendations in the minutes of the Finance Committee held on 19 April 2016 (public session only).

16/14 ANNUAL ACCOUNTS

Members were in receipt of the Balance Sheet, Income & Expenditure Account and Summary of Reserves for the previous financial year. The accounts had been inspected by and signed off by the Internal Auditor on 29 April 2016. It was then **RESOLVED** to receive and approve the unaudited Annual Accounts for financial year 2015/16 ending 31 March 2016, the Annual Governance Statement 2015/16 and the Accounting Statements for 2015/16 for despatch to the External Auditor.

16/15 EVENTS POLICY

SHDC was preparing an Events Policy to take effect for 2017/18 and would be consulting with local councils in due course however, early views from KTC would be welcomed. It was **RESOLVED** for a Working Group of Cllrs Balkwill, Gilbert, Griffin, Grills, Povey and Romanos to work up KTC's comments and feedback to the next full council meeting.

16/16 TOWN CLERK'S REPORT

16.1 Leases & Deeds. All leases had been updated with effect from 1 April and a file containing all important information i.e. insurance, contracts, licences etc. was available for Members to review.

16.2 Councillor Vacancy – Westville Ward. A public notice providing the opportunity for Westville residents to call an election had been issued on 29 April i.e. Kingsbridge Gazette, noticeboards, website and Facebook. Deadline for replies to SHDC was 20 May.

16.3 Cleaning. Bus shelters x 2 in Plymouth Road, opposite the Hospital, and town centre highways signage had been cleaned. The Bandstand would be cleaned the following day.

16.4 Grass verge cutting. An agreement with DCC had been signed for the current financial year to devolve grass cutting to KTC. A programme had been arranged for 6 cuts via SHDC and 2 weed sprays.

16.5 Dog control meeting. Cllr Romanos & Town Clerk had met with Tracey Weaver, SHDC, on 22 April. Better signage around the head of the estuary with a map had been proposed to alert dog owners to the Dogs On Leads Order and dog fouling.

16.6 Annual Town Meeting. Members received feedback from the Annual Town Meeting held in the Town Square on Saturday 7 May; the session had seen much footfall and several enquiries/representations had been received which needed to be worked through.

**16/17 REPORTS ON MEETINGS OF OUTSIDE BODIES AND
 AUTHORITIES**

17.1 Cllr Fishman reported that the new street light in Old Plymouth Road had been switched on.

17.2 Cllr Edmonds reported that the Cookworthy Museum was consulting with the local community regarding its services and opening times.

16/18 FINANCE – PAYMENT OF ACCOUNTS

Members received a schedule of payments due to date 10 May 2016. It was **RESOLVED** that the payments amounting to £21,977.68 be approved and signed by the Chairman.

**16/19 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN:
 TUMBLY HILL DEVELOPMENT – TEMPORARY PARTIAL ROAD
 CLOSURE**

Concerns regarding the impact of the Tumbly Hill development had been forwarded to SHDC following the last full council meeting and subsequently information had been received that the contractor's compound would be sited in Quay Car Park rather than Cattle Market Car Park. Members now received drawings detailing an application to DCC for a temporary road closure, the extent of the contractor's compound and related information. It was **RESOLVED** to note a temporary partial road closure for the Tumbly Hill development and to determine the impact on the Fun Fair during Fair Week.

16/20 QUESTIONS TO THE CHAIRMAN

There were no questions to the Chairman.

16/21 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 the press left the Chamber

16/22.1 FINANCE COMMITTEE

It was **RESOLVED** to receive and accept the Recommendations in the minutes of the Finance Committee held on 19 April 2016 (confidential session only) and to make 7 Grant Aid awards.

**16/22.2 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN:
KINGSBRIDGE FOOD & MUSIC FESTIVAL – FUNDING REQUEST**

It was **RESOLVED** to not support a funding bid from the Food & Music Festival as the request was late; there could be no exceptions as any award would be likely to provide a precedent.

The meeting closed at 9.20 p.m.

..... Presiding ChairmanDate

Annexes:

- A. Appointments to Council Committees.
- B. Appointments to Outside Bodies.

**Kingsbridge Town Council
MEMBERSHIP OF COMMITTEES**

FINANCE COMMITTEE (Tuesdays o/c Planning Ctte at 6.30 p.m. – 5 per annum)		
Appointment	2015/16	2016/17
Members	Anne Balkwill Martina Edmonds Barrie Fishman Irene Jeeninga Chris Povey	Martina Edmonds Wayne Grills Irene Jeeninga Jim Romanos
Internal Auditor	Ken Abraham	Ken Abraham
Ex Officio (2)	Wayne Grills Robin Griffin	Chris Povey Anne Balkwill
Secretary	Martin Johnson	Martin Johnson
PROPERTY COMMITTEE (Tuesdays o/c Planning Ctte at 6.30 p.m. – 4 per annum)		
Appointment	2015/16	2016/17
Members	Barrie Fishman Sandy Gilbert Irene Jeeninga	Barrie Fishman Robin Griffin Irene Jeeninga
Ex Officio (2)	Wayne Grills Robin Griffin	Chris Povey Anne Balkwill
Secretary	Martin Johnson	Martin Johnson
POLICY COMMITTEE (Tuesdays o/c Planning Ctte at 6.30 p.m. – 4 per annum)		
Appointment	2015/16	2016/17
Members	Martina Edmonds Barrie Fishman Sandy Gilbert Irene Jeeninga Kate Lynn	Barrie Fishman Sandy Gilbert Kate Lynn Jim Romanos
Ex Officio (2)	Wayne Grills Robin Griffin	Chris Povey Anne Balkwill
Secretary	Martin Johnson	Martin Johnson
PLANNING COMMITTEE (1 st & 3 rd Tuesdays per month at 6.00 p.m.)		
Appointment	2015/16	2016/17
Members	Tom Coulthard Martina Edmonds Kate Lynn Chris Povey	Tom Coulthard Martina Edmonds Robin Griffin Wayne Grills Kate Lynn Graham Price

Ex Officio (2)	Wayne Grills Robin Griffin	Chris Povey Anne Balkwill
Secretary	Martin Johnson	Martin Johnson
PARKS & OPEN SPACES COMMITTEE (Fridays at 9.30 a.m. – 4 per annum)		
Appointment	2015/16	2016/17
Members	Anne Balkwill Tom Coulthard Sandy Gilbert Kate Lynn Chris Povey Graham Price	Tom Coulthard Robin Griffin Wayne Grills Kate Lynn Graham Price
Ex Officio	Wayne Grills Robin Griffin	Chris Povey Anne Balkwill
South Hams District Council	Rufus Gilbert, Keith Wingate, and SHDC Natural Environment & Recreation officers	Rufus Gilbert, Keith Wingate, and SHDC Natural Environment & Recreation officers
Playspaces Group	To be named	To be named
Kingsbridge In Bloom	David Dain	David Dain
Park Bowling Club	Pat Janes	Pat Janes
Café Decks	Marika Byrne	Marika Byrne
Local Resident	Rosemary Speed	Rosemary Speed
Secretary	Martin Johnson	Martin Johnson
FLOOD & WINTER RESILIENCE COMMITTEE (Tuesdays o/c Planning Cttee at 6.30 p.m. – 2 per annum)		
Appointment	2015/16	2016/17
Members	Graham Price	Barrie Fishman Wayne Grills Graham Price
Ex Officio	Wayne Grills Robin Griffin	Chris Povey Anne Balkwill
	Cllr Keith Wingate, SHDC David Harvey, D&SF&RS	Cllr Keith Wingate, SHDC David Harvey, D&SF&RS
Secretary	Martin Johnson	Martin Johnson

**Kingsbridge Town Council
REPRESENTATIVES ON OUTSIDE BODIES**

Appointment	2015/16	2016/17
Dodbrook Feoffees	Amanda Bloomer Irene Jeeninga Jax Williams	Amanda Bloomer Irene Jeeninga Jax Williams
Kingsbridge Age Concern Committee	Irene Jeeninga Jax Williams	Barrie Fishman
Kingsbridge Community College Trust (2 trustees)	Wayne Grills Keith Wingate	Wayne Grills Keith Wingate
Kingsbridge Feoffees (4 trustees)	Anne Balkwill Julie Barnett Rufus Gilbert Keith Wingate	Anne Balkwill Julie Barnett Rufus Gilbert Keith Wingate
Kingsbridge Senior Citizens Rest Centre Committee	Ali Jennings/ Sandy Gilbert	Sandy Gilbert Kate Lynn
Kingsbridge Isigny-Weilerbach Twinning Society	Steve Sidney Town Mayor	Chris Povey
South Hams Citizens Advice Bureau Trustees Board	Martina Edmonds	Martina Edmonds
Cookworthy Museum Management Committee	Steve Sidney Martina Edmonds	Martina Edmonds Kate Lynn
Kingsbridge Estuary Boat Club	Sandy Gilbert Chris Povey	Sandy Gilbert Chris Povey
Kingsbridge Chamber of Commerce	Irene Jeeninga	Sandy Gilbert 2016 Wayne Grills 2017 Chris Povey
Kingsbridge in Bloom	Anne Balkwill Robin Griffin	Anne Balkwill Robin Griffin
Kingsbridge Play Spaces Group	Tom Coulthard	Tom Coulthard