

**MINUTES OF THE MEETING OF KINGSBRIDGE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBER, QUAY HOUSE,
AT 7.00 P.M. ON TUESDAY 13 NOVEMBER 2018**

Present: Cllr Anne Balkwill (Chairman)
Cllr Philip Cole
Cllr Samantha Dennis
Cllr Martina Edmonds
Cllr Barrie Fishman
Cllr John Gall
Cllr Robin Griffin
Cllr Irene Jeeninga
Cllr Mike Jennings
Cllr Chris Povey
Cllr Graham Price

In Attendance: Sgt David Green
Claire Jeffrey, South Hams Area Wellbeing
Sam Acourt, Kingsbridge & Salcombe Gazette
Two Members of Public
Martin Johnson, Town Clerk

The Chairman congratulated Kingsbridge In Bloom for winning the Best Small Town award in the Britain In Bloom 2018 competition run by the Royal Horticultural Society. This was an extraordinary achievement which placed Kingsbridge at the very top of the tree and was testament to the incredible efforts and hard work put in by the KIB voluntary team for the community's benefit.

18/88 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Dena Bex, County Cllr Julian Brazil and District Cllrs Rufus Gilbert & Keith Wingate.

Public Open Forum

Claire Jeffrey, South Hams Area Wellbeing, made the report at Annex A.

18/89 REPORTS FROM POLICE, DEVON COUNTY COUNCIL AND SOUTH HAMS DISTRICT COUNCIL REPRESENTATIVES

89.1 Sgt Green reported that he supported SHAW and congratulated Kingsbridge In Bloom on their stellar success. He then presented his Police report for October 2018. A total of 26 crimes had been committed; 15 crimes had been recorded during the same period in 2017, 26 in 2016 and 16 in 2015. Crimes had included: 5 assaults (3 with minor injury), 3 threatening behaviour, 3 sexual offences, 5 drugs offences, 5 criminal damages, 3 thefts, 1 shoplifting and 1 drink driving.

Junior Life Skills in October for local primary schools had gone well including a Police online safety presentation for Year 6 children. A drugs specialist from the Police's Serious & Organised Crime Branch had spoken to about 800 Kingsbridge

Community College students in Years 10-13. On Remembrance Sunday wreaths had been laid on behalf of the Police in Kingsbridge, Modbury and Salcombe. Chief Superintendent Keith Perkin, South Devon BCU Commander, would visit Quay House to speak with Members on Friday 16 November. Finally, on Monday 19 November the annual Have Your Say survey day would take place in partnership with Town Council (KTC) Members, Police & Crime Commissioner's Link Officer, Kingsbridge Gazette and Plymouth University.

Sgt Green & one member of public left the Council Chamber

89.2 County Cllr Brazil had supplied a Devon County Council (DCC) report via email. The Slapton Line (A379) was now repaired and he thanked all the local communities for being so patient and all those involved in getting it re-opened. Following the budget, Devon County Council would have extra funding for potholes which was likely to be shared out by divisions and therefore he requested locations where works should be undertaken.

18/90 URGENT BUSINESS

Cllr Balkwill agreed to take 2 items of Urgent Business at agenda item 18/101:

- Pedestrian/Vehicular Access in Quay Car Park, and
- Commemorative Tree – Cllr David Baisie.

18/91 DECLARATIONS OF INTEREST

There were no declarations of interest.

18/92 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the council meeting held on 9 October 2018 be approved and signed by the Chairman; subject to one minor amendment.

18/93 PLANNING COMMITTEE

It was **RESOLVED** to receive and adopt the Resolutions in the minutes of the Planning Committees held on 16 October 2018 and 6 November 2018.

18/94 FINANCE COMMITTEE

It was **RESOLVED** to receive and adopt the Recommendations in the minutes of the Finance Committee held on 23 October 2018.

18/95 PARKS & OPEN SPACES COMMITTEE

It was **RESOLVED** to receive and adopt the Recommendations in the minutes of the Parks & Open Spaces Committee held on 26 October 2018.

Cllrs Griffin & Price and the Town Clerk then reported on a subsequent meeting with South Hams District Council's (SHDC) Assets & Place Making officer on 1 November

2018; the meeting's outcomes supported the committee's recommendations for play area/amenity space improvements. It was then **RESOLVED** to:

- Support a total refit of Duncombe Park children's play area with new play equipment/surfacing. Indicative costs were circa £30k-£35k; SHDC to fund £25k and KTC to make up the balance.
- Support a total refit of Montagu Road children's play area with new play equipment/surfacing. Indicative costs were £35k-£50k; SHDC to fund £30k (to include Homelands play area) and KTC to make up the balance. A public consultation to be held on site to explore the wishes of local residents.
- Support Homelands play area (play equipment already removed) and Wallingford Road (grassed area/2 swings only) should not be considered for improvements and effectively be withdrawn as play areas.
- Request SHDC to consider in-fill housing at the Homelands site.
- Support no immediate improvements be considered for existing play equipment at Trebblepark play area and Church Street amenity space.
- Support a concept to be explored for a new Skatepark at Trebblepark play area in lieu of the existing facility in Quay Car Park (to be returned to car parking spaces).
- Note the requirement for ongoing play area maintenance in the Recreation Ground and Duncombe Park (latter remote from the above mentioned children's play area).
- Support nil devolution per se with SHDC to retain overall management/future maintenance of play areas.

Members noted proposed refits of Duncombe Park and Montagu Road in the region £65k to £85k, SHDC funding at £55k and KTC to make up said balance in the region £10k to £30k. Overall costs may be reduced if a Kingsbridge play areas tender was managed by SHDC alongside other towns/villages however, Members wished to be party to the determination process.

18/96 POLICY COMMITTEE

It was **RESOLVED** to receive and adopt the Recommendations in the minutes of the Policy Committee held on 30 October 2018; subject to one minor amendment.

18/97 COMMUNITY HOUSING DEVELOPMENT

Further to a meeting held on 30 October 2018, Members received a briefing from SHDC on the authority's community housing strategy and a proposed community housing development:

- Area of land between Rope Walk and Kingsbridge Community College's all weather pitch (Site 4 Quayside Masterplan 2017).
- SHDC wished to work closely with KTC to progress the project.
- The site could accommodate 17 residential units and modular methods of construction were being investigated alongside conventional methods.
- Detailed site surveys and an indicative development layout, along with ecological mitigation works, had been undertaken. The development scheme had been fully costed.
- Affordable housing need for a mixed tenure scheme had been established.

- The majority of housing would be affordable with a proportion sold on the open market to cross subsidise the former.
- Given the challenging topography the infrastructure costs were high.
- SHDC, working in collaboration with KTC, anticipated a grant application to Homes England.
- Draft timeline: grant application November 2018, detailed design early 2019, planning application on completion, planning determination summer 2019, construction contracted/commence autumn 2019 and completion 2020.

It was **RESOLVED** to support a community housing development at Ropewalk, to lobby for a high percentage of affordable homes on site and for further community housing schemes to be realised in Kingsbridge.

18/98 TOWN CLERK'S REPORT

98.1 The Primrose Trail – update. A local group was exploring a walking, cycling and equestrian path from Kingsbridge to South Brent along the route of the former railway line and had been developing the project for 12 months. It was anticipated to become a registered charity shortly. The group had met and received positive responses from local councils along the route. Response from landowners had been mixed with some owners on board and some resistant to change; contact to be made with last few landowners. The group had concluded that a route combining the railway line and other public rights of way was feasible.

98.2 Town & Parish Council Event. DCC and SHDC would provide briefings to local councils at 6.30 p.m. on Monday 10 December in the Cary Room at Follaton House, Totnes. DCC: budget. SHDC: budget, commercial property strategy, public toilets future service proposals and Joint Local Plan progress.

98.3 Christmas Lights – update on street lamp displays. DCC had reported that 2 street lamps which hung light displays were now 20 years old and therefore could not support KTC's application to use them. One of the 3 remaining street lamps required a structural survey to ensure it was capable of taking the load. This would be at KTC expense, SSE Lighting could not complete before end November (lights installation 18 & 25 November) and the result may be negative. It was agreed for Cllrs Cole, Dennis & Griffin to determine whether to fit 2 street lamp displays only, which may look 'lost', or to mothball all 5 street lamp displays for 2018/19. In addition, it was not possible to hang a cross-street display at the bottom of Fore Street due to the insecurity of eye bolts on the west side of the street.

98.4 Police Commander South Devon – visit. Chief Superintendent Keith Perkin, Commander South Devon Basic Command Unit, would visit 10.30-11.30 a.m. Friday 16 November. Cllrs Balkwill, Fishman, Griffin & Price agreed to attend.

98.5 Friends of Kingsbridge – invitation. Members had been invited to the annual general meeting at 7.00 p.m. on Friday 16 November at Kingsbridge Library. AGM to be followed by a talk "The Work of Anthony Amos" by Catherine Gillen.

98.6 Have Your Say Survey 2018. Members had been invited to take part in the survey 10.00 a.m. to 3.00 p.m. on Monday 19 November meeting at the Police Station. Neighbourhood Team, KTC Members/Staff and Plymouth University students to carry out surveys in the town centre, supermarkets and industrial sites to ascertain local residents' safety, concerns and wishes. Cllrs Cole, Fishman, Griffin & Price agreed to attend.

98.7 Committee Membership. Cllr Cole agreed to become a Member of the Parks & Open Spaces Committee.

98.8 SHDC Peer Challenge. KTC had been invited to a local councils group session 2.00-3.30 p.m. on Wednesday 28 November at Follaton House, Totnes.

98.9 Tumbly Hill – lighting. The Information Centre had received concerns from local residents regarding a lack of lighting in Tumbly Hill from the Cattle Market Car Park to Quay Car Park. The area was very dark. DCC had confirmed that a lighting scheme was possible however, the authority had no budget for new lights; Fusion Lifestyle (Quayside Leisure Centre) had also confirmed nil available funding. Cllr Dennis considered that KTC should work-up a lighting scheme alongside DCC & SHDC which could be low level bollard lighting rather than traditional street lamps and Members supported the same.

98.10 Royal British Legion – invitation. Kingsbridge RBL had invited Members to the unveiling of a commemorative plaque near the War Memorial at 11.00 a.m. on Friday 23 November.

18/99 REPORTS ON MEETINGS OF OUTSIDE BODIES AND AUTHORITIES/AGENCIES

99.1 Public Realm Design Guidelines meeting 15 October 2018. Cllrs Cole, Dennis, Povey & Price had met with Patricia Hawes, Meiloci landscape architects. The Town Clerk would ascertain progress made to date.

99.2 Devon Home Choice training 18 October 2018. Cllr Cole had attended an interesting session which had identified 1,700 people were registered for housing in the South Hams and 800 were identified as in housing need.

99.3 RHS Britain In Bloom awards 19 October 2018. Attended by Cllrs Balkwill, Griffin & Price. Members agreed that the Best Small Town 2018 award should be well publicised over the next 12 months. Kingsbridge would feature in the Champion of Champions 2019 competing against much larger towns and cities from across the country.

99.4 'The 800 Project' meeting 30 October 2018 (& 13 November 2018). Cllrs Cole & Dennis had met several shopowners to discuss: the sustainability and enhancement of the retail offer/town centre, how to encourage loyalty from local shoppers, 800th anniversary of Kingsbridge Market in 2019, peer to peer business

support and workshops in Spring 2019, how to measure footfall and other topical matters. In conjunction with the Chamber of Commerce the sessions would be ongoing.

99.5 SHDC Leader/Senior Officers meeting 30 October 2018. Taken at agenda items 18/97 & 18/104.

99.6 Play areas' improvements meeting 1 November 2018. Taken at agenda item 18/95.

99.7 Kingsbridge Licensees meeting 8 November 2018. Cllr Fishman had attended a worthwhile meeting which had focussed on Cardiopulmonary resuscitation (CPR) and the use of defibrillators alongside topical licensing matters.

99.8 Bus Station improvements. Cllr Fishman continued to liaise with SHDC for the installation of bus stop signs, flags and benches.

99.9 Fore Street road closure. Cllrs Fishman & Gall reported that local shopkeepers had not received notice of the recent road closure 10-13 November. Moreover, the road had opened one day early but shoppers had already been alerted, made their decision not to visit and the town centre/business was therefore very quiet. Members agreed to make DCC aware that works/road closures should have realistic timeframes because there were negative impacts on local businesses.

99.10 Flooding. Cllrs Dennis & Povey reported that there had been flooding in Bridge & Mill Streets p.m. Friday 9 November. The flood signs were non-operational so motorists were not alerted and shops/homes were not prepared. The Town Clerk replied that significant rainfall had occurred during a high tide over 5m however, nil prior weather warnings had been received. There was a plan to investigate the flood signs and a new Flood Resilience Store had received planning consent for Quay House grounds. The key issues were how to stop flooding via engineering solutions, and the Kingsbridge Catchment Study was progressing albeit behind schedule, and more work could be actioned with residents/businesses to address preparations for floods and local resilience.

18/100 FINANCE – PAYMENT OF ACCOUNTS

Members received a schedule of payments due to date 13 November 2018. It was **RESOLVED** that the payments amounting to £16,315.48 be approved and signed by the Chairman.

18/101 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN:

101.1 Pedestrian/vehicular Access in Quay Car Park. It was reported that the current Quay wall repair works had narrowed the access route in/out of the car park and was a public safety matter. It was agreed to alert SHDC and to request a protected walk way for pedestrians with signage.

101.2 Commemorative Tree – Cllr David Baisie. It was reported that Cllr Price anticipated a walkabout with SHDC's locality officer shortly to discuss trees at the

head of the estuary. It was agreed that one of the trees removed to allow the current Quay Wall repair works could be replaced with a commemorative tree for Cllr David Baisie alongside a small plaque.

18/102 QUESTIONS TO THE CHAIRMAN

None.

18/103 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.

18/104 COMMERCIAL DEVELOPMENT PROPOSAL

Further to a meeting held on 30 October 2018, Members received a briefing from SHDC on the authority's Commercial Property Strategy and plans to develop a brownfield site in town:

- The former Ropewalk Resource Centre which had been dis-used since 2016.
- The site was acquired by SHDC in 2016 with the purpose of future development.
- A prior plan for development had been considered (Site 3 Quayside Masterplan 2017) but the scheme had not been pursued.
- Due to commercial considerations and confidentiality it was not yet possible to confirm exact details of the proposed scheme however, Members had been provided with the concept at the above meeting.
- SHDC would consider a business case for the development at the Executive meeting on 13 December 2018.
- If approved a planning application would be submitted and this would include a public consultation process.
- The Executive Committee was entirely separate from the development management (planning) process.
- The development aimed to deliver the following desired outcomes as detailed in the above Strategy: job creation (directly creating up to 25 new jobs), tourism/increased footfall into the town, business rate growth (creating new premises that will increase income for SHDC) and improved asset utilisation (making use of a dis-used site).

It was **RESOLVED** to support in principle a commercial development at the former Ropewalk Resource Centre site subject to scale, design and visual appearance.

18/105 LAND AT DERBY ROAD

Members received a letter from Kingsbridge Feoffees dated 31 October 2018. It was **RESOLVED** to accept an offer from Kingsbridge Feoffees (Kingsbridge Town Lands Charity) to purchase council owned land at Derby Road.

18/106 EMBANKMENT ROAD CEMETERY – TREE SURGERY

Further to the last meeting, quotations had been received for tree surgery at the cemetery. However, SHDC’s Tree Officer had requested and subsequently held an on-site meeting with Cllr Griffin and the Town Clerk on the morning of the council meeting. SHDC held reservations regarding felling and suggested the trees be surveyed. It was **RESOLVED** to place the proposed felling on hold and to instruct a tree survey of 5 in number Holm Oaks at Embankment Road Cemetery and to review the findings before consideration of any further action.

18/107 COUNCILLOR VACANCY

Members received a report that a by-election had not been called by the due date of 25 October 2018. It was then **RESOLVED** to invite Peter Ralph to be co-opted as a town councillor for North Ward, Kingsbridge.

The meeting closed at 9.30 p.m.

..... Presiding Chairman Date

Annex: Public Open Forum.

Public Open Forum

Claire Jeffrey provided a briefing on South Hams Area Wellbeing (SHAW):

- Dr James Mottram, Norton Brook Medical Centre, had set up the project as some of his patients were feeling low and depressed but he had concluded they did not require medicine and a more holistic approach was required to help them.
- Therefore, SHAW wished to improve people's wellbeing via social interaction and social interventions and aimed to complement more traditional medical practice.
- The thrust of the project was to encourage individuals to take a greater role in their own health. GPs from local surgeries would refer people to SHAW and care co-ordinators would in turn assess persons and put them in touch with the right groups to help them connect with the community.
- At present co-ordinators were collating information from various community groups which could assist and meetings were taking place e.g. Saltstone Caring, Singing Paddles and Kingsbridge Community Garden.
- It was anticipated for referrals to commence in January 2019.

Members asked several questions:

- Voluntary groups may feel under qualified to assist but they would be assessed to see if they could accommodate. Highly complex persons would not be referred.
- The ethos was about the community re-connecting and looking after one and another.
- Transportation to bring people into Kingsbridge from villages was being explored.
- The project was funded by Livewell SouthWest for 1.5 years and other grants were being researched.

Cllr Balkwill thanked Claire for her comprehensive report and wished the project every success.