

## **Kingsbridge Town Council**

### **MINUTES OF A MEETING OF THE POLICY COMMITTEE HELD ON TUESDAY 30 OCTOBER 2018 AT 7.00 P.M. IN QUAY HOUSE**

**Present:** Cllr Mike Jennings (Chairman)  
Cllr Anne Balkwill  
Cllr Philip Cole  
Cllr Samantha Dennis  
Cllr Barrie Fishman  
Cllr Robin Griffin  
Cllr Chris Povey

**In attendance:** Cllr Martina Edmonds  
Cllr John Gall  
Martin Johnson (Secretary)

#### **18/09 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Dena Bex.

#### **Public Open Forum**

There were no members of public present.

#### **18/10 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **18/11 MINUTES OF THE LAST MEETING**

The minutes of the last meeting held on 31 July 2018 were approved as a correct record.

#### **18/12 PRIORITIES & AMBITIONS FOR 2015-2019**

Members received a listing of Priorities & Ambitions which was reviewed and updates incorporated. It was **RECOMMENDED** to adopt a revised listing of Priorities & Ambitions for 2015-2019, and to progress various projects, at Annex A.

#### **18/13 COMMUNITY NOTICE BOARDS**

Members viewed several photos of the community notice boards positioned in Fore Street Car Park which were attached to the side elevation of a building. The 'open air' boards were untidy, several notices were out of date and there was no management system in place. To manage effectively and enhance the aesthetics would require expenditure on new boards and a labour resource to position notices. Members noted that a re-development concept for the area had been mooted previously. It was **RECOMMENDED** for the community notice boards in Fore Street

Car Park to be retained as existing and for Town Council (KTC) Staff to manage, as best possible, as part of their ongoing weekly checks and controls.

**18/14            PARKING CHARGES – FORE STREET CAR PARK**

Charges were 50p for 30 minutes, £1.00 over 30 minutes to 3 hours, £3.00 for 4 hours and £7.00 for 24 hours and a Residents Parking Permit could be used in unison to park between 3.00 p.m. and 10.00 a.m. Therefore, local residents could pay £2.00 for a 5 hour stay, alongside their permit, to park all day given re-payment at the 3 hour break point e.g. via Ringo. The Planning Committee had already suggested there should be no return within 2 hours in order to free-up spaces. Members considered that the car park was a victim of its own success and **RECOMMENDED** for no proposals to be made to South Hams District Council to change the current car parking charges/policy at Fore Street Car Park and to continue to monitor capacity.

**18/15            QUAY HOUSE – CLEANING**

Members received a report that Quay House required regular cleaning and while members of Staff dusted/vacuumed more considered cleaning was required. It was **RECOMMENDED** to employ a casual cleaner for 2 hours per week to clean Quay House.

**18/16            DATE OF NEXT MEETING**

Tuesday 29 January 2019 at 7.00 p.m.

Annex:

A. Priorities/Ambitions for 2015-2019.

*The meeting closed at 8.00 p.m.*

**Kingsbridge Town Council – Priorities & Ambitions for 2015-2019**

Revised by the Policy Committee 30 October 2018 **New comments in Red**

Project	Ambition or Priority (S, M or L)	Comments
<b>Community Facilities</b>		
Community Centre	Ambition	<ul style="list-style-type: none"> <li>• No current proposal following failed bid in 2008 (Centre for Kingsbridge Community)</li> <li>• What is the current need? What is the brief? What would be the impacts on current venues?</li> <li>• There were numerous meeting places in town which could accommodate up to 50 persons</li> <li>• Included in the Open Spaces, Sport &amp; Recreation Plan (OSSR) project listing below</li> </ul>
<b>Heritage</b>		
Heritage Promotion	Short term	<ul style="list-style-type: none"> <li>• Members agreed that heritage sites/places of interest could be incorporated into better waymarking rather than introducing a standalone Heritage Trail</li> </ul>
RNLI 150 <sup>th</sup> Anniversary	Short term	<ul style="list-style-type: none"> <li>• Salcombe Lifeboat 150<sup>th</sup> anniversary September 2019.</li> <li>• RNLI proposal for 2 structures i.e. either end of the estuary; possibly sculptures or bronzes</li> <li>• Supported by Members and invitation accepted by Cllr Balkwill to co-chair a working group</li> </ul>
<b>Open Spaces</b>		
Future use of KTC owned land off Derby Road	Short term	<ul style="list-style-type: none"> <li>• Kingsbridge Feoffees option agreement to purchase the land extended to 18 November 2018</li> <li>• <b>A planning application had been granted permission by SHDC</b></li> </ul>
Town Square & Bandstand promotion	Short term	<ul style="list-style-type: none"> <li>• Better promotion required to encourage greater use of the adjoining Town Square, Bandstand &amp; Quay House lawn e.g. arts, drama, Sunday Bandstand concerts</li> <li>• Council Chamber &amp; Quay House grounds featured in the 2018/19 edition of South Hams Wedding Guide</li> <li>• Press releases and website update to include pricing/photos (new page).</li> <li>• <b>Revitalise the public phone box at the Bus Station; ambition to replace with a red telephone box.</b></li> </ul>
<b>Vibrant Local Economy</b>		
Way marking for pedestrians	Short term	<ul style="list-style-type: none"> <li>• Superior signage needed to direct pedestrians to Fore Street/environs from Quay &amp; Fore Street car parks plus probable repeater signs</li> <li>• Monolith style signs very popular around UK; waymarking to include heritage sites (linked with Heritage Promotion above)</li> </ul>

		<ul style="list-style-type: none"> <li>• Included in the Open Spaces, Sport &amp; Recreation Plan (OSSR) project listing below</li> </ul>
Fore Street (& environs) improved street scene	Short term	<ul style="list-style-type: none"> <li>• Town Centre Task Force proposals: promotional cross-street banners <i>complete</i>, pavement gutters clean <i>complete</i>, bollards repair/replacement west side <i>complete</i>, repainting of historic passageway signs <i>complete</i>, revised loading bay signage via DCC Traffic Regulation Order <i>complete</i>, micro-seating/garden areas in lieu of parking spaces (liaison required with DCC), replacement litter bins with better design (liaison required with DCC &amp; SHDC but no requirement to purchase recycling bins as nil resource to recycle public litter for foreseeable future), repainting of white triangles on courtesy crossings <i>complete</i>, better Fore Street signs (currently at Scoops &amp; Methodist Church), re-decoration &amp; maintenance of shop fronts via a discounted scheme, cleaning &amp; re-painting of street lamps &amp; bollards <i>complete</i>, introduction of water fountains, wi-fi, plastic free Kingsbridge <i>complete</i>, pop-up shops for empty premises, window dressing for empty premises, waymarking signs (as above), remove Fair Week coloured symbols on highway signs <i>complete</i>, liaison with SHDC to provide house-style replacement bollards in the Town Square <i>approved by SHDC &amp; awaited</i></li> <li>• KTC to clean plastic bins through Town Centre on a monthly basis</li> <li>• 'The 800 Project' to celebrate the 800<sup>th</sup> anniversary of the Abbot of Buckfast granting Kingsbridge to hold a market: series of celebratory events alongside workshops for businesses and marketing campaign with the aim for people to shop local.</li> <li>• Potential entrant for Great British High Street Awards 2019</li> <li>• Meiloci Landscape Architects contracted to produce Public Realm Design Guidelines from Quay Car Park to junction Fore Street/Duncombe Street anticipated early 2019</li> </ul>
Town Square Markets	Short term	<ul style="list-style-type: none"> <li>• Enhance the current weekday markets in the Town Square e.g. house-style stalls/gazebos, live music and more stalls/varied goods</li> <li>• Kingsbridge Celebrates Christmas evidenced supply and demand for market stalls</li> <li>• KTC or Information Centre to consider taking on the management of weekday markets from SHDC</li> </ul>
<b>Youth facilities &amp; engagement</b>		
Greater engagement with young people	Short term	<ul style="list-style-type: none"> <li>• New mural for Duncombe Park <i>complete</i></li> <li>• Possible use of 'silicon estuary' domain name as a youth engagement/IT work placement project</li> </ul>
<b>Transport</b>		
Bus station improvements	Short term	<ul style="list-style-type: none"> <li>• Better information/signage required for bus services and shops/local services to augment recent Bus Station refit</li> </ul>

		<ul style="list-style-type: none"> <li>• Seats for 2 x new bus stops ordered by SHDC</li> <li>• Cleaning and repainting of main bus shelter</li> </ul>
Charging points for electric vehicles	Short term	<ul style="list-style-type: none"> <li>• Investigation of electric charging points approved by SHDC for Quay &amp; Fore Street car parks</li> </ul>
<b>Communications</b>		
Greater Town Council profile	Short term	<ul style="list-style-type: none"> <li>• Council Chamber upgrade to encourage more use i.e. weddings &amp; meetings <i>phase 1 complete</i></li> <li>• Phase 2 agreed at Property Committee 26 June 2018 <i>progressing e.g. covers required to 'hide' night storage heaters</i></li> </ul>
<b>Sport &amp; Recreation</b>		
Open Space, Sport & Recreation Plan projects	S, M & L	<ul style="list-style-type: none"> <li>• Projects listing attached</li> <li>• <b>Parks Committee to make recommendations to full council 13 November 2018</b></li> </ul>
New cycle path Kingsbridge to Salcombe	Medium term	<ul style="list-style-type: none"> <li>• Cllr Dennis had discussed a concept with SHDC Assets &amp; a local resident; Members supported in principle subject to further detail/discussion at full council</li> <li>• Much exploratory work to be completed alongside other agencies/landowners</li> <li>• <b>Support for funding bid to DCC/SHDC Communities Together Fund for a feasibility study alongside other local councils</b></li> </ul>
<b>Environment</b>		
Plastic Free Kingsbridge	Short term	<ul style="list-style-type: none"> <li>• Surfers Against Sewage had awarded Kingsbridge first Plastic-Free status in the South Hams; businesses which had met the criteria would be sent awards</li> <li>• Above linked to 'Borrow-A-Bag' scheme which reduces plastic bag usage and 'Refill Devon' which offers free tap water refills to cut plastic bottle waste (Quay House had signed-up to the scheme and promotion via Facebook/website was required)</li> <li>• Cllr Dennis &amp; Staff to explore further plastic-free ambitions in Quay House e.g. Fair Week Reception used wooden cutlery etc.</li> </ul>
Bins		<ul style="list-style-type: none"> <li>• Recycling signage to be removed from dual bins e.g. opposite Wills Marine because all waste goes to landfill and it is confusing</li> </ul>

## Kingsbridge Open Space, Sport & Recreation Plan

**7. Projects priority list.** Based on an assessment of relative need, and reflecting the priorities of the local community following public consultation, the following list reflects current deficiencies in provision and opportunities for enhancement resulting from S106 developer contributions in Kingsbridge:

Item no. & priority: short, medium or long	Project	Requirement and location	Cost estimate	Lead authority
1 Short	Football pitches	Provision of adult & junior pitches, changing rooms & car park at Belle Hill or West Alvington Hill (fields opposite Community College)	£0.25m-£0.5m	
2 Medium	Rugby club improvements	Provision of mini or midi 3G artificial grass pitch & highway access upgrade at High House	£0.25m	
3 Short	Children's play spaces	Total refit with new play equipment at Homelands, Montagu Road & Trebblepark (3 no. play spaces in Westville) and Duncombe Park	£50k-£75k  <b>£25k-£30k</b>	
4 Medium	Park infrastructure	New mural, public art, replacement trees & shrubs, terrace project to include disability access, toilets, new litter bins & low level lighting at Duncombe Park	£75k-£100k	
5 Medium	Park infrastructure	Derby Road entrance upgrade, pond refit, public art, teen zone improvements, 24/7 public toilets, new litter bins & low level lighting at the Recreation Ground	£35k-£45k	
6 Short	Bmx/dirt bike track	Provision of off-road bike track at Rack Park amenity space	£2.5k-£5k	

7 Short	Park clubhouse	Total refit of 'The Cottage' clubhouse at the Recreation Ground or a new build	Refit £50k plus New build £tbc	
8 Medium	Cricket	New artificial wicket, nets & practice facilities at The Butts, West Alvington	£25k	
9 Medium	Skatepark	Replacement of existing ramps at the Skatepark & new roofing OR new Skatepark at location to be determined	£25k-£50k  £100k-£200k	
10 Medium	Waterside amenity space	Refit dinghy storage, flood preventative works & BBQ area at Bowcombe amenity space	£tbc	
11 Medium	Public slipway	Provision of dinghy racks, boat washing facilities & Slipway upgrade at Quay Car Park	£tbc	
12 Short	Civic Space	Improved street furniture & supply of monolith information points at the Quayside & Fore Street	£25k-£50k	
13 Long	Cemetery	New cemetery at a location to be determined	£tbc	
14 Short	Avon Valley Cycle Route	New coast to moor cycle route from Kingsbridge to South Brent	£tbc	
15 Short	Kingsbridge to Salcombe Cycle Route	New cycle route from Kingsbridge to Salcombe	£tbc	
16 Long	Community Hall	New community hall at a location to be determined	£10m-£15m	
17 Medium	Community water sports	Facilities for paddle boarding & canoeing at the head of the estuary	£tbc	