

**MINUTES OF THE MEETING OF THE ANNUAL GENERAL MEETING OF
KINGSBRIDGE TOWN COUNCIL HELD IN THE COUNCIL CHAMBER,
QUAY HOUSE, AT 7.00 P.M. ON TUESDAY 14 MAY 2019**

Present: Cllr Anne Balkwill (Chairman)
Cllr Dena Bex
Cllr Philip Cole
Cllr Martina Edmonds
Cllr Barrie Fishman
Cllr Mike Jennings
Cllr Chris Povey
Cllr Peter Ralph
Cllr Julia Wingate

In Attendance: County Cllr Julian Brazil
District Cllr Susan Jackson
District Cllr Denise O'Callaghan
Sgt David Green
Sam Acourt, Kingsbridge & Salcombe Gazette
Two Members of Public
Martin Johnson (Secretary)

19/01 ELECTION OF CHAIRMAN

It was **RESOLVED** to elect Cllr Balkwill as Chairman and Town Mayor for mayoral year 2019/20 and her Acceptance of Office was received.

19/02 ELECTION OF VICE CHAIRMAN

It was **RESOLVED** to elect Cllr Jennings as Vice Chairman and Deputy Town Mayor for mayoral year 2019/20 and his Acceptance of Office was received.

19/03 DECLARATIONS OF ACCEPTANCE OF OFFICE

It was confirmed that Declarations of Acceptance of Office had been signed from all Town Councillors elected on 2 May 2019.

19/04 APPOINTMENTS TO COUNCIL COMMITTEES

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

19/05 APPOINTMENTS TO OUTSIDE BODIES

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

19/06 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs John Gall & Graham Price.

Public Open Forum

A member of public made the statement at Annex C.

One member of public left the Chamber

19/07 REPORTS FROM POLICE, DEVON COUNTY COUNCIL AND SOUTH HAMS DISTRICT COUNCIL REPRESENTATIVES

07.1 Sgt Green thanked the previous Town Council (KTC) for their keen liaison with the Neighbourhood Police Team and especially thanked former councillor Robin Griffin for his support over the years. He looked forward to working with the new council and South Hams District Council (SHDC) Ward Members. He then presented the Police report for April 2019. A total of 22 crimes had been committed; 27 crimes had been recorded during the same period in 2018 and 26 in 2017. Crimes had included: 3 minor injury assault, 5 non-injury assaults, 3 sex offences, 3 threatening behaviour/public order, 6 thefts, 1 criminal damage and 1 arson. The annual figures May 2018-April 2019 were 345 crimes compared to 320 during the previous year which represented an 8% increase.

Since the last meeting, 2 further drugs warrants had been issued in Kingsbridge and Salcombe with 2 people interviewed for possession with the intent to supply Class A drugs. The Turning Corners project had outreach workers in place, support had been reviewed for 11 local children and a parenting group had been set-up. There were several options of support available for each child. Finally, Kingsbridge now had 1.7 Police Community Support Officers (PCSOs) and from September would lose a Police Constable. PC Jane Gerrard was retiring and would be unlikely to be replaced so the complement would decrease from 4 to 3 PCs. Members held strong concerns regarding the loss of a Police Constable citing that recent visits from the Police & Crime Commissioner and Commander of South Devon BCU had highlighted that Kingsbridge would retain its policing resource. Members agreed to discuss further at the next Police Liaison Committee.

Sgt Green then answered Members questions:

- Some comments on Facebook relating to a recent assault on a schoolboy were inaccurate and inflammatory. He confirmed that an investigation was ongoing.
- A local survey had identified that the community supported the Police reporting traffic offences on its Facebook pages at 82% versus 18%. These were factual reports. The reason that, for example, drugs offences were not reported was that such matters took months to investigate whereas a drink driving incident produced an immediate outcome. The law allowed the Police to report such matters, but it was not 'naming & shaming' as the rationale was to encourage other people not to do it. He underlined that everyone is innocent until proven guilty.

Sgt Green left the Chamber

07.2 County Cllr Brazil reported that Devon County Council business had been stalled by the purdah period leading up to local elections. A full council meeting

would take place on 23 May. Further to the Public Open Forum, he supported the announcement of a climate change emergency if actions followed and considered it was a realistic ambition to reduce food miles by 50% over the next 5 years. He also supported projects such as polytunnels for schools.

He requested the facts from Kingsbridge Foodbank regarding its rental at the DCC managed Tresilian building in Fore Street. Cllr Fishman agreed to liaise and provide information to Cllr Brazil.

07.3 District Cllr Jackson reported that a motion had been proposed for SHDC's full council meeting on 16 May for the authority to join up with Teignbridge District Council's carbon neutral initiatives. The latter had already declared a climate change emergency.

07.4 District Cllr O'Callaghan reported that local residents had raised concerns about a proposed development near Kingsway Park off Ropewalk and the condition of the Kings Arms. Cllr Balkwill stated that representatives of KTC and the Neighbourhood Plan Steering Group had arranged a meeting on 22 May to receive an update from SHDC a proposed community housing project at Ropewalk. She also reported that KTC had lobbied for maintenance at the Kings Arms for some time and supplied the agents' latest update received in February. The building had extant planning permission for a full refit and conversion to residential/commercial use which identified the landowner's intention to make improvements therefore SHDC was unwilling to act.

County Cllr Brazil left the Chamber

19/08 URGENT BUSINESS

There was no urgent business.

19/09 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

19/10 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the council meeting held on 9 April 2019 be approved and signed by the Chairman.

19/11 PLANNING COMMITTEE

It was **RESOLVED** to receive and adopt the Resolutions in the minutes of the Planning Committee held on 9 April 2019.

19/12 FINANCE COMMITTEE

It was **RESOLVED** to receive and adopt the Recommendations in the minutes of the Finance Committee held on 23 April 2019.

19/13 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 April 2019.

19/14 POLICY COMMITTEE

It was **RESOLVED** to receive and adopt the Recommendations in the minutes of the Policy Committee held on 30 April 2019.

19/15 ACCOUNTS GOVERNANCE

Members received a draft annual governance statement. It was **RESOLVED** to approve the Annual Governance Statement (Section 1 of the Annual Governance and Accountability Return 2018/19 Part 3) for the financial year ending 31 March 2019.

19/16 BANKING ARRANGEMENTS

It was **RESOLVED** for Cllrs Balkwill, Fishman, Price, Ralph & Wingate and the Town Clerk to be the authorised signatories for a new Barclays banking mandate and for all previous signatories to be deleted.

19/17 PLANNING APPEAL

Members received notification that an Appeal had been made in respect of planning application 3469/18/VAR (variation of condition 2 of planning permission 4140/16/FUL at Rivermaid Boatyard, Embankment Road, Kingsbridge) by H2Land following the Refusal of planning permission by SHDC. KTC could make representations, or modify/withdraw its previous representation by 17 May 2019. Members noted that the Planning Committee had Recommended Approval of the planning application and it was then **RESOLVED** to make no further comments on planning appeal APP/K1128/W/19/3225569.

19/18 TOWN CLERK'S REPORT

18.1 Proposed hotel at Ropewalk. Chris Brook, SHDC Assets, would attend the next full council meeting on 11 June to provide an update to Members on SHDC's proposal for a hotel at Ropewalk.

18.2 Kingsbridge Community Champions 2019. The nominated Community Champions would take part in a photoshoot with the Town Mayor and receive their certificates and prizes at the next full council meeting on 11 June.

18.3 Love Your Park event Sunday 11 August. Members were requested to diary the event as assistance/marshals would be required on the day.

18.4 Potential National Town Criers Championships 2021. The National Guild of Ancient & Honourable Town Criers had invited Kingsbridge to host the National

Championships in 2021. Last year the event was held at Windsor and this year it was in Cromer. It would require KTC to host around 50 criers on the 2nd Saturday of Fair Week 2021. Investigation was underway to ascertain logistics and what was required.

18.5 AONB Management Plan Launch. Members received an invitation to attend the event hosted by Gary Streeter MP; 11.30 a.m. to 12.45 p.m. at Battisborough House, near Holbeton on Friday 24 May. Cllr Ralph agreed to represent KTC.

18.6 Thank you. Kind letters had been received for KTC's Grant Aid from the Cookworthy Museum and South Hams Citizens Advice.

18.7 D Day Landings – 75th anniversary commemoration. Following an agenda item at the previous council meeting 9 April; Members were invited to a wreath laying service at the War Memorial with prayers led by Reverend Jackie Taylor at 10.15 for 10.25 a.m. on Thursday 6 June.

18.8 Cemetery trees – replanting scheme. Following an agenda item at the previous April council meeting; a working party was required to investigate the requirement for replanting.

18.9 Members' Handbooks. Upon revision of Committee Membership/Outside Bodies updated versions of the Handbook would be distributed.

18.10 Flood Warning Signs. The flashing flood warning signs for Ilbert Road and The Promenade were both operational and would be refitted shortly. Future management had to be worked up.

18.11 David Baisie – Memorial Tree. Planting had been suggested for Saturday 28 September to commemorate David's passing in 2018.

18.12 Thank you letters. Members fully supported letters for outgoing Cllrs Sam Dennis, Robin Griffin & Irene Jeeninga and District Cllrs Rufus Gilbert & Keith Wingate.

18.13 Elections 2 May – Candidate Spending Returns. Members were requested to return their completed forms, including nil returns, to Reception.

18.14 Recent Representations/Letters.

- Concerns regarding skateboarding in the Town Square and a request for a new skatepark from skaters. The skatepark in Quay Car Park would be power washed within the next 2 weeks to ensure it was playable.
- Concerns about speeding in Cookworthy Road/A379 following a personal injury/accident in February. DCC's local highways officer had been informed.

18.15 Leases, Contracts, Land Registry information et al. A folder with relevant information was available for Members to sight.

18.16 Agenda item 19/23 & 19/24 – Confidential Matters & Co-option. The National Association of Local Councils advised that co-option decisions should not exclude the press/public. Therefore, agenda item 19/24 related to a Members' general discussion to agree the methodology only to co-opt 2 new Members with nil actual decisions to be made.

19/19 REPORTS ON MEETINGS OF OUTSIDE BODIES AND AUTHORITIES/AGENCIES

19.1 Cllr Edmonds had attended the Neighbourhood Plan Steering Group meeting held on 30 April; much work was ongoing and the proposed plan was moving forward at a good pace. Cllr Balkwill had led the Roads & Transport focus group which had been very challenging to propose meaningful solutions to highways and travel matters given the local geography, road layouts and forecast for greater traffic. Members agreed the need for more efficient public transport.

19.2 Cllrs Bex and Wingate reported that Kingsbridge In Bloom's 'swarm of bees' was moving from shop to shop in the town centre. The co-operation between shopkeepers was a joy and such enthusiasm and networking should be harnessed. Indeed, knitted Remembrance Day poppies could be the next project. The current project would last until October and the knitted bees would be for sale.

19.3 Cllrs Ralph and Wingate reported that Kingsbridge 800 was progressing well; the next meeting would be held in 2 weeks' time. Further funding was likely to be required.

19.4 Cllrs Cole and Ralph had attended their first meeting of Dodbrooke Feoffees which had been informative.

19.5 Cllr Fishman was content that the Bus Station refurbishment project had been completed however, the LED information sign was not working and had been reported to DCC. A new bus timetable identified Service 3, Plymouth-Kingsbridge-Dartmouth, had an identical summer and winter timetable.

19.6 Cllr Balkwill reported that Kingsbridge Feoffees had received a surplus of enquires for properties which underlined the need for a mix of housing in town.

19/20 FINANCE – PAYMENT OF ACCOUNTS

Members received a schedule of payments due to date 14 May 2019. It was **RESOLVED** that the payments amounting to £33,542.64 be approved and signed by the Chairman.

19/21 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN.

There was no business brought forward.

Annex A to Kingsbridge Town Council minutes 14 May 2019

**Kingsbridge Town Council
MEMBERSHIP OF COMMITTEES**

FINANCE COMMITTEE (Tuesdays 7.00 p.m. – 5 meetings per annum)		
Appointment	2018/19	2019/20
Members	Vacancy Martina Edmonds Barrie Fishman Irene Jeeninga Chris Povey	Martina Edmonds Barrie Fishman Chris Povey Julia Wingate
Internal Auditor	Kevin Rose	Kevin Rose
Ex Officio (2)	Anne Balkwill Mike Jennings	Anne Balkwill Mike Jennings
Secretary	Martin Johnson	Martin Johnson
PROPERTY COMMITTEE (Tuesdays 7.00 p.m. – 4 meetings per annum)		
Appointment	2018/19	2019/20
Members	Dena Bex Philip Cole Samantha Dennis Robin Griffin Irene Jeeninga Peter Ralph	Dena Bex Philip Cole Barrie Fishman Peter Ralph
Ex Officio (2)	Anne Balkwill Mike Jennings	Anne Balkwill Mike Jennings
Secretary	Martin Johnson	Martin Johnson
POLICY COMMITTEE (Tuesdays 7.00 p.m. – 4 meetings per annum)		
Appointment	2018/19	2019/20
Members	Dena Bex Philip Cole Samantha Dennis Barrie Fishman Robin Griffin Chris Povey Peter Ralph	Dena Bex Philip Cole Barrie Fishman Chris Povey Peter Ralph Julia Wingate
Ex Officio (2)	Anne Balkwill Mike Jennings	Anne Balkwill Mike Jennings
Secretary	Martin Johnson	Martin Johnson
PLANNING COMMITTEE (1 st & 3 rd Tuesdays each month at 7.00 p.m.)		
Appointment	2018/19	2019/20
Members	Dena Bex Philip Cole Martina Edmonds John Gall	Dena Bex Philip Cole Martina Edmonds John Gall

	Robin Griffin Graham Price Peter Ralph	Graham Price Peter Ralph
Ex Officio (2)	Anne Balkwill Mike Jennings	Anne Balkwill Mike Jennings
Secretary	Martin Johnson	Martin Johnson
PARKS & OPEN SPACES COMMITTEE (Fridays at 9.30 a.m. – 4 meetings per annum)		
Appointment	2018/19	2019/20
Members	Philip Cole John Gall Robin Griffin Graham Price Peter Ralph	Dena Bex John Gall Graham Price Peter Ralph
Ex Officio	Anne Balkwill Mike Jennings	Anne Balkwill Mike Jennings
Kingsbridge In Bloom Park Bowling Club Café Decks Community Tennis Open Spaces Duncombe Park	Graham Price David Hurrell Marika Byrne Lesley Healey Rosemary Speed David Dain	Graham Price David Hurrell Marika Byrne Lesley Healey Rosemary Speed David Dain
Secretary	Martin Johnson	Martin Johnson
FLOOD & WINTER RESILIENCE COMMITTEE (Tuesdays at 7.00 p.m. – 2 per annum)		
Appointment	2018/19	2019/20
Members	Barrie Fishman Robin Griffin Chris Povey Graham Price	Philp Cole Barrie Fishman Chris Povey Graham Price
Ex Officio	Anne Balkwill Mike Jennings	Anne Balkwill Mike Jennings
	Cllr Keith Wingate, SHDC David Harvey, D&SF&RS Flood Wardens Winter Weather Wardens	David Harvey, D&SF&RS Flood Wardens Winter Weather Wardens
Secretary	Martin Johnson	Martin Johnson

Annex B to Kingsbridge Town Council minutes dated 14 May 2019

**Kingsbridge Town Council
REPRESENTATIVES ON OUTSIDE BODIES**

Appointment	2018/19	2019/20
Dodbrook Feoffees	Philip Cole Peter Ralph	Philip Cole Peter Ralph
Kingsbridge Community College Trust (2 trustees) until 26/9/21	John Gall Graham Price	John Gall Graham Price
Kingsbridge Feoffees (4 trustees)	Anne Balkwill Julie Barnett Barrie Fishman Keith Wingate	Anne Balkwill Julie Barnett Barrie Fishman Keith Wingate
Kingsbridge Twinning Society	Town Mayor (via invitation only)	Town Mayor (via invitation only)
Cookworthy Museum Management Committee	Philip Cole	Philip Cole
Kingsbridge Estuary Boat Club	Graham Price	Graham Price
Kingsbridge Chamber of Commerce	Anne Balkwill Martina Edmonds	Anne Balkwill Martina Edmonds
Kingsbridge in Bloom	Anne Balkwill Robin Griffin	Anne Balkwill Philip Cole
Police Liaison Committee	Barrie Fishman Robin Griffin	Philip Cole Barrie Fishman
Kingsbridge Licensees Committee	Barrie Fishman Robin Griffin	Philip Cole Barrie Fishman
Salcombe Harbour Board	Chris Povey (in attendance only)	Chris Povey (in attendance only)
Kingsbridge Neighbourhood Plan Steering Group	Robin Griffin Martina Edmonds	Martina Edmonds
Kingsbridge Dementia Friendly Community		Anne Balkwill Mike Jennings
South Hams Area Wellbeing		Martina Edmonds Mike Jennings
Kingsbridge Foodbank (to be confirmed)		Barrie Fishman

Public Open Forum

An East Allington resident was reported that a national climate emergency had been declared by the UK Parliament and MPs were calling on the government to make changes e.g. zero carbon emissions before 2050. He suggested that grassroots action was needed and requested a local forum, public meeting and action plan to determine what could be done to combat climate change?

Several Members made comments alongside DCC and SHDC Members. The salient points were:

- A Kingsbridge, West Alvington & Churchstow Neighbourhood Plan had commenced which was likely to include green initiatives to dovetail with climate change policies contained in the adopted Joint Local Plan.
- Local steps had already been taken e.g. Plastic Free Kingsbridge and a re-usable shopping bag.
- Kingsbridge Primary School regularly organised green projects for school children.
- Electric car charging points had been agreed by SHDC.
- Lifestyle changes, reduction in vehicles, more efficient new build homes and revision of existing housing stock were all required within any local community action.
- Teignbridge District Council had declared a climate emergency and SHDC was due to receive a similar proposal shortly. The former was working up an action plan.
- Government's introduction of a 5p charge for single-use plastic bags had been successful.
- KTC would review the Towards A Sustainable Kingsbridge report produced in 2011.