

Kingsbridge Town Council

MINUTES OF A MEETING OF THE POLICY COMMITTEE HELD ON TUESDAY 30 JULY 2019 AT 7.00 P.M. IN QUAY HOUSE

Present: Cllr Mike Jennings (Chairman)
Cllr Philip Cole
Cllr Barrie Fishman
Cllr Julia Wingate

In attendance: Martin Johnson (Secretary)

19/01 ELECTION OF CHAIRMAN

Cllr Jennings was elected as Chairman of the Policy Committee for mayoral year 2019/20.

19/02 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Anne Balkwill, Barrie Fishman, Chris Povey and Peter Ralph.

Public Open Forum

There were no members of public present.

19/03 DECLARATIONS OF INTEREST

There were no declarations of interest.

19/04 MINUTES OF THE LAST MEETING

The minutes of the last meeting held on 30 April 2019 were approved as a correct record.

19/05 FREE CAR PARKING DURING COMMUNITY EVENTS

At the previous meeting, Members had discussed the potential for the Town Council (KTC) to make a payment to South Hams District Council (SHDC), in lieu of car parking income, to enable the car parks to be free-of-charge on the days of major community events. Members now received costs to provide such free parking during Kingsbridge Celebrates Christmas (KCC), Kingsbridge Music Festival and Kingsbridge Fair Week (KFW). Costs ranged from circa £299 for Fore Street and Quay during a single day KCC to £12,838 for all car parks for an 8 day duration of KFW.

Members discussed:

- the benefits to be gained from free parking and potential negatives
- if/how perceived benefits could be measured
- whether additional bus services could be operated during community events

- whether car parks at the Community College, Rugby Club and/or Norton Brook Medical Centre (Sundays only) could be used for public parking
- the definition of a major community event.

Members also noted that the community events identified had proven track records and queried whether free car parking would make any difference to footfall or the success of the events per se.

It was **RECOMMENDED** to take no further action regarding the provision of free car parking during major community events and for the next committee meeting to have an agenda item to review transport options around town.

19/06 PUBLIC REALM IMPROVEMENTS

It was noted that County Cllr Brazil and District Cllrs Jackson & O'Callaghan had supported KTC's adopted public realm improvement guidelines at a recent meeting. Cllr Wingate reported that Fore Street traders met monthly and circa 30 traders were anticipated for the next meeting. Members then discussed how to move the project forward and it was **RECOMMENDED** to re-form the Town Centre Task Force via Cllrs Bex, Cole, Povey & Wingate to review KTC's public realm ambitions, to seek traders' input and to try and deliver tangible improvements within the current financial year.

19/07 PRIORITIES & AMBITIONS FOR 2019-2023

Members received a listing of Priorities & Ambitions which was reviewed and updates were suggested for the 4 year term of the new council. Members discussed some specific items in depth as noted within the report. It was **RECOMMENDED** to adopt a revised listing of Priorities & Ambitions for 2019-2023 and to progress the various projects at Annex A.

19/08 HITCH HIKING

Further to previous notice, Members received a paper Confident Hitch Hiking in the South Hams tabled by a local resident. The salient points were:

- Due to limited public transport it was difficult to get around the Kingsbridge area without access to a car particularly for older teenagers and young adults.
- Simple measures could be put in place to enable confident hitchhiking from both hiker and driver perspectives.
- People would have to apply to be part of a new scheme. Applicants would have to provide their personal details and proof of address. Hikers would be issued with an ID card and a flag; drivers with an ID card and car sticker. Hikers could flag down drivers displaying the scheme sticker by holding out the scheme flag. Plus instructions to both parties including safety precautions.
- Kingsbridge and surrounding villages had a powerful sense of community and the report author hoped enough people would wish to get involved in the proposed scheme.

Devon County Council (DCC) and Police viewpoints on hitchhiking had been sought. DCC promoted the use of car sharing via CarShareDevon with a free journey matching website offering individuals the opportunity to find other people travelling in the same way as them. There were currently 11,200 members and DCC's Travel Team had provide some local statistics. Moreover, leaflets had been received by KTC to promote the same. In addition, there were various Apps which supported car sharing for one off or irregular journeys e.g. Bla Bal Car and Lyft. Members retained some security concerns with a suggested hitchhiking scheme particularly with the focus on younger hikers. It was **RECOMMENDED** to feedback to a proposed local hitchhiking scheme that KTC acknowledged local transport issues and considered the proposal had the potential to be developed however, KTC did not have the resources to assist.

19/09 DATE OF NEXT MEETING

Tuesday 29 October 2019 at 7.00 p.m.

Annexes:

- A. Priorities/Ambitions for 2019-2023.
- B. Kingsbridge Open Space, Sport & Recreation Plan 2018-2028 – Projects Listing.

The meeting closed at 8.36 p.m.

Kingsbridge Town Council – Priorities & Ambitions for 2019-2023

Reviewed and revised by the Policy Committee 30 July 2019

New comments/amendments in Red

Project	Ambition or Priority (S, M or L)	Comments
Community Facilities		
Large performance venue	Ambition	<ul style="list-style-type: none"> • Included in the Open Spaces, Sport & Recreation Plan (OSSR) project listing below. • Venue for performing arts, conferences, weddings etc.
Heritage		
Heritage Promotion	Short term	<ul style="list-style-type: none"> • Members agreed that heritage sites/places of interest could be incorporated into better waymarking rather than introducing a standalone Heritage Trail.
Open Spaces		
Town Square, Bandstand & Quay House grounds promotion	Short term	<ul style="list-style-type: none"> • Better promotion required to encourage greater use of the adjoining Town Square, Bandstand & Quay House lawn e.g. commercial rental, arts, drama etc. • Press releases and website update to include pricing/photos (new page). • Sculpture for fountain plinth/base in QH grounds
Memorial Shelter	Medium term	<ul style="list-style-type: none"> • Refit/restoration required to take in the great views.
Vibrant Local Economy		
Way marking for pedestrians	Short term	<ul style="list-style-type: none"> • Waymarking signage needed to direct pedestrians to Fore Street/environs from Quay & Fore Street car parks plus probable repeater signs. • Monolith style signs very popular around UK; waymarking to include heritage sites (linked with Heritage Promotion above).
Fore Street (& environs) improved street scene	Short term	<ul style="list-style-type: none"> • Replacement litter bins with better design (liaison required with DCC & SHDC and lobby for recycling of public waste), better Fore Street signs (currently at Scoops & Methodist Church), re-decoration & maintenance of shop fronts via a discounted scheme, introduction of water fountains (liaison required with SHDC environmental health), wi-fi (research required i.e. has 4G taken over?), pop-up shops for empty premises, internal vinyl window dressing for empty premises, waymarking signs and liaison with SHDC to provide house-style replacement bollards in the Town Square. • KTC to clean plastic bins through Town Centre on a regular basis.

		<ul style="list-style-type: none"> • 'Kingsbridge 800 Project' on Saturday 14 September 2019 to celebrate the 800th anniversary of the Abbot of Buckfast granting a market in Kingsbridge. • Explore one-way entry into Fore Street car park and exit only to Cookworthy Road (A379) alongside DCC and SHDC.
Public Realm Design Guidelines	Short term	<ul style="list-style-type: none"> • MeiLoco landscape architects' Kingsbridge Public Realm Design Guidelines adopted by KTC in January 2019 (see minutes full council 15 Jan 19 & Policy Ctte 29 Jan 19). Revisions received Mar 19. • Suggestions for a range of street scene improvements from Quay Car Park to the junction Fore Street/Duncombe Street e.g. micro-seating areas and a pocket park. • Liaison required with stakeholders i.e. DCC, SHDC, Chamber of Commerce, shopkeepers and local residents.
Markets	Short term	<ul style="list-style-type: none"> • Enhance the current weekday markets in the Town Square e.g. house-style stalls/gazebos, live music and more stalls/varied goods. <i>Current weekday markets:</i> <ol style="list-style-type: none"> 1. Mondays – May to September 2. Tuesdays – all year 3. Thursdays – March to December <i>Nil promotion, nil signage etc.</i> <i>Suggestion for one quality market per week only and for liaison with SHDC Ward Members</i> • Investigate: French Market, furniture market, collectibles market, open-air auction, events and art installations. Liaison/research with other towns required. • Support for Car Boot Sales held at the Slipway in Quay Car Park every Sunday from May to September.
Town Centre Manager <i>Delete whole item as unlikely within medium term</i>	Medium term	<ul style="list-style-type: none"> • Investigate employment of a town centre manager/arts officer.
Youth facilities & engagement		
New Skatepark	Short term	<ul style="list-style-type: none"> • Research location, design, funding etc. for a new Skatepark given current facility in Quay Car Park is unsatisfactory (droppings from birds & trees, uneven ground, unexciting kit). <i>SHDC Place Making has supplied the Town Clerk with suggested companies to invite for exploratory discussions</i> • Consultation with skaters and site visits to regional skateparks required. • Regular cleaning of current Skatepark to enable use over summer 2019.
Graffiti wall <i>Delete whole item as nil requests</i>	Short term	<ul style="list-style-type: none"> • Research the potential for a graffiti wall in a high visibility, public location.

<i>received & no location identified</i>		
Transport		
Charging points for electric vehicles	Short term	<ul style="list-style-type: none"> Investigation of electric charging points approved by SHDC for Quay & Fore Street car parks. <i>Situation report to be requested via SHDC Ward Members</i> <i>Charging points to be supplied for electric vehicles and bicycles</i>
Sport & Recreation		
Open Space, Sport & Recreation Plan projects	Short, Medium & Long	<ul style="list-style-type: none"> Projects' listing attached.
New multi-use path Kingsbridge to Salcombe	Medium term	<ul style="list-style-type: none"> Feasibility study completed; draft report received Jul 19.
Environment		
Plastic Free Kingsbridge	Short term	<ul style="list-style-type: none"> Members & Staff to explore further plastic-free ambitions. End single use plastic bags. Quay House ambition to be plastic-free e.g. Fair Week Reception uses wooden cutlery.
Bins		<ul style="list-style-type: none"> Recycling bins signage removed from dual bins because all waste goes to landfill. Lobby SHDC for recycling of all public waste from litter bins in the town centre and parks.
Strategic Planning		
Kingsbridge, West Alvington & Churchstow Neighbourhood Plan	Short term	<ul style="list-style-type: none"> Produce a draft Neighbourhood Plan via a Steering Group and public engagement.

Kingsbridge Open Space, Sport & Recreation Plan 2018-2028 – Project Listing.

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 Montagu Road, Trebblepark and Duncombe Park	£50k (Montagu Rd) £35k (Duncombe Park) £tbc (Trebblepark)	
4 Medium	Park infrastructure	Public art, replacement trees & shrubs, terrace project to include disability access, 24/7 public toilets & 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 & 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	New build modern community hub facility to replace the current dilapidated clubhouse	£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	Improvements in accordance with Kingsbridge Public Realm Guidelines adopted January 2019 (report by landscape architects covering area from Quay Car Park to junction Fore Street & Duncombe Street)	£tbc	
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 Trail	New multi-use trail from Kingsbridge to Salcombe	£tbc	

16 Long	Large performance venue	New development 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	