

**MINUTES OF THE MEETING OF KINGSBRIDGE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBER, QUAY HOUSE,
AT 7.00 P.M. ON TUESDAY 10th DECEMBER 2019**

Present: Cllr Anne Balkwill (Chairman)
Cllr Dena Bex
Cllr Philip Cole
Cllr Helen Cope
Cllr Barrie Fishman
Cllr Mike Jennings
Cllr Steve Mammatt
Cllr Graham Price
Cllr Julia Wingate

In Attendance: County Cllr Julian Brazil
District Cllr Denise O'Callaghan
Sgt David Green
Tom Ladds, Kingsbridge & Salcombe Gazette
Martin Johnson (Town Clerk)

19/106 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Martina Edmonds, Chris Povey, Peter Ralph and Paul Vann; and District Cllr Susan Jackson.

Public Open Forum

There were no statements from Members of Public.

19/107 REPORTS FROM POLICE, DEVON COUNTY COUNCIL AND SOUTH HAMS DISTRICT COUNCIL REPRESENTATIVES

107.1 Sgt Green presented the Police report for November 2019.

A total of 27 crimes had been committed (several related to one person); 31 crimes had been recorded during the same period in 2018 and 36 in 2017. Crimes had included: 3 non-injury assaults, 7 minor injury assaults, 6 threats or harassment, 1 sexual offence, 4 criminal damages, 1 shoplifting, 2 possession of cannabis, 1 possession of an offensive weapon, 1 air weapon offence and 1 obstruction of Police.

The annual Have Your Say survey had not been held during the autumn due to change of staff at the University of Plymouth. However, it was intended to re-establish it in 2020 as the exercise was strongly valued. The high profile trial of Holly Strawbridge at Plymouth Crown Court was ongoing in connection with the death of Tyler Peck. Daily liaison between Police and Kingsbridge Community College was taking place to support child witnesses and younger members of the community. New Inspector Nicky Baker and new PCSO Justin Willis were in post and the new Neighbourhood Team Leader to replace himself would be announced shortly; Sgt Green would leave his post on 19 December. Finally, he wished Members and Staff

at Kingsbridge Town Council (KTC) a Happy Christmas and thanked everyone for their ongoing support throughout 2019. He offered his own personal thanks for the close relationship between KTC and the Police over the last 8 years.

Sgt Green then answered Members' questions:

- Vehicles causing anti-social behaviour in Quay Car Park late at night/early hours of the morning would be investigated.
- He was conscious that groups of young people could be intimidating in the grounds of Quay House and he had spoken to PCSO Hawkes about the matter that day.

Cllr Balkwill then presented Sgt Green with a card and gift from KTC in recognition of his outstanding service to the Kingsbridge community over many years.

Sgt Green left the Chamber

107.2 District Cllr O'Callaghan reported that the Leisure Centre Working Group was due to meet that week; a new manager for Quayside had been appointed and he had been alerted to cleanliness matters. A tour of all district leisure centres had taken place with the regional manager; solar panels for Quayside had been suggested and feedback was awaited. Some maintenance works had been completed at the Kings Arms Hotel and a local person had fixed a leaking drainpipe. Devon County Council (DCC), Devon Local Carbon Group and South Hams District Council (SHDC) were working in partnership to introduce electric car charging points. Kingsbridge car parks had been earmarked but it may take until 2022 for tangible results. SHDC Members would receive a draft climate change action plan shortly. Exeter University would investigate SHDC's carbon footprint and a Devon-wide Citizens Assembly would take a key role in regional outcomes.

Cllr O'Callaghan then answered Members' questions:

- She was unaware of SHDC's £50k contribution to South West Mutual bank but would investigate and feedback.

107.3 County Cllr Brazil wished to extend his own thanks to Sgt Green and his team for the fantastic service they provided to the Kingsbridge community. DCC's climate change policy was ongoing; the Citizen's Assembly would be around 100 people, meet over 2 or 3 weekends and feedback to DCC and district councils. Teignbridge District Council had produced climate change guidance for local councils. Little decision making had taken place at DCC due to purdah during the general election. Normally the budget process would be ongoing however, potential further cuts may be anticipated. The annual waiting restriction programme had been agreed at the South Hams Highways & Traffic Orders Committee (HATOC) except for a proposal in Belle Cross Road. In particular, a single yellow line in Henacre Road had been approved as parking restrictions would be in place during the daytime only and an extra one hour parking had been granted opposite the Recreation Ground.

Cllr Brazil then answered Members' questions:

- KTC could apply for a brown tourism sign however, liaison with the local highways officer was advised.

- The relationship between DCC, FAST and Kingsbridge Foodbank was complicated and bureaucratic; a forthcoming meeting would aim to resolve current matters.

19/108 URGENT BUSINESS

Cllr Balkwill agreed to take 2 urgent business matters at agenda item 19/119: Defibrillator at Well Pharmacy and Quay House External Lighting.

19/109 DECLARATIONS OF INTEREST

None.

19/110 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the council meeting held on 12 November 2019 be approved and signed by the Chairman.

19/111 PLANNING COMMITTEE

It was **RESOLVED** to receive and adopt the Resolutions in the minutes of the Planning Committees held on 19 November 2019 and 3 December 2019.

County Cllr Brazil left the Chamber

19/112 FINANCE COMMITTEE

It was **RESOLVED** to receive and adopt the Recommendations in the minutes of the Finance Committee held on 26 November 2019 (public session only).

19/113 PARKING PERMITS

Members received a request from SHDC for preliminary feedback, prior to a public consultation, regarding its review of parking permits. Concerns had been raised that the current system encouraged the purchase of permits, and that permit holders were filling up car parks, depleting the number of parking bays available to both residents and visitors. SHDC's Executive would receive a report shortly which was likely to include a recommendation for a fairly large increase in the cost of permits.

After discussion, it was **RESOLVED** that KTC did not support the suggested increase in the cost of SHDC parking permits; feedback to be in the form of Members' comments rather than an 'executive summary'.

19/114 KINGSBRIDGE FOOD BANK

Members received a request from the Food Bank, based at Horizons in Fore Street, to use the Council Offices as its address to enable it to become a Charitable Incorporated Organisation. It was **RESOLVED** to grant Kingsbridge Area Food Bank permission to use the Council Offices as its registered address.

19/115 OUTSIDE BODIES

Members reviewed their representation on Outside Bodies. After discussion, it was **RESOLVED** for:

- Cllr Julia Wingate to represent KTC on the Kingsbridge Community College Trust (in lieu of former Cllr John Gall; alongside Cllr Graham Price),
- Cllr Steve Mammatt to represent KTC on the Chamber of Commerce (alongside Cllr Anne Balkwill),
- Cllr Anne Balkwill to represent KTC on Fair Week Committee, and
- Cllr Steve Mammatt to represent KTC on the Food & Music Festival Committee.

The above bodies to be informed accordingly.

19/116 TOWN CLERK'S REPORT

116.1 Duncombe Park & Montagu Road – play area refits. Minor snagging list items were being managed by SHDC and KTC had provided input; there were nil safety concerns.

116.2 Surface water drains clearance. KTC had cleared circa 50 drains (predominantly town centre) in March 2019 and DCC had cleared many more drains recently. This had undoubtedly helped to diffuse heavy rainfall. A budget was available for further drain clearance. Therefore, DCC highways officer would visit shortly to check what had, and had not been, actioned in order that KTC does not duplicate.

116.3 Grass verge cutting. DCC had confirmed that funding would be increased by inflation to £752 for next financial year 2020/21. KTC had signed up to continue the cutting of grass verge visibility areas 4 times per annum. However, KTC will spend circa £2,000 and cut all highways grass verges 7 times per annum plus associated vegetation cuts e.g. along Cookworthy Road and weed spraying.

116.4 Cemetery – felling of Holm Oak T5. Tree surgeons would fell the Holm Oak, determined by a recent tree survey to be in an unacceptable condition, commencing Tuesday 17 December which would require a one carriageway closure along the A379 in the vicinity of the works to be managed by traffic lights.

116.5 Duncombe Park – children's play area. There were 2 in number original wooden slat benches in situ remaining from the original set-up which were still in usable condition. However, they were painted 'local government brown' and out-of-keeping with the colourful new play equipment. Members agreed for KTC to take over the management of said benches and paint in high gloss colours to match the equipment. Circa £150 for materials plus labour costs. A request would be made to SHDC.

116.6 Christmas Tree. The tree had settled and started to list but was safe. It required some brute strength to upright and further wedges hammered into the base. To be actioned shortly.

116.7 Sandbags. A further one tonne of sand had been delivered during the previous week. There was enough sand to make up circa 60 sandbags to top-up the Resilience Store. Dry weather required. Several Members agreed to assist.

116.8 Rural Market Towns Grouping. Kingsbridge had been invited to join the above alongside 3 other Devon market towns. A summary email had been forwarded to Members that day. The rationale was to create a grouping of market/rural towns across rural England to evidence and promote the rural market town case to national decision makers. Subscription £150 per annum. Members considered that it was unnecessary to join and for KTC to lobby on market town matters independently.

116.9 Council Offices – Christmas Opening Times. Quay House would be closed: Christmas Eve Tuesday 24th (Staff leave), Christmas Day Wednesday 25th, Boxing Day Thursday 26th and New Years Day 1st January (public holidays).

19/117 REPORTS ON MEETINGS OF OUTSIDE BODIES AND AUTHORITIES/AGENCIES

117.1 SHDC/KTC/Fair Week liaison meeting 18 November 2019. A discussion on waste management and liaison between all parties had been very worthwhile.

117.2 SHDC/KTC/Kingsbridge Information Centre town square markets meeting 19 November 2019. A briefing paper with outcomes had been forwarded to Members; for subsequent discussion by the Policy Committee in the New Year.

117.3 KTC/Police Liaison Committee 21 November 2019. Notes had been forwarded to Members.

117.4 Devon Community Resilience Forum 27 November 2019. The forum had provided some useful information.

117.5 KTC/Police/Licensees meeting 28 November 2019. Notes had been forwarded to Members.

117.6 Recreation Ground community hub meeting 28 November 2019. Pavilion in the Park. KTC had some actions for the next meeting on 16 January.

117.7 Kingsbridge Celebrates Christmas 7 December 2019. The day had been busy, enjoyable and perceived as positive by local traders. However, a lack of car parking had been highlighted. Members agreed a letter to thanks to the Information Centre for organising the event.

117.8 KTC/MeiLocl Public Realm meeting 5 December 2019. The meeting had discussed a street furniture strategy for benches, seats, bins, planters and waymarking signage. Cost estimates had been received and another walkabout needed to be arranged by the Town Centre Working Group before further liaison with DCC, SHDC and MeiLocl landscape architects.

117.9 Neighbourhood Plan Steering Group meeting 9 December 2019. The meeting had received KTC's feedback on the draft outline plan.

District Cllr O'Callaghan left the Chamber

117.10 Quay House – Solar Energy. A contractor had reported that Quay House was unsuitable for PV panels.

117.11 Red Telephone Box/World's Smallest Nightclub. A contractor would provide feedback on a proposal for enhancements.

117.12 Bus Station. Following liaison with KTC, a zebra crossing with look right/left had been introduced.

19/118 FINANCE – PAYMENT OF ACCOUNTS

Members received a schedule of payments due to date 10 December 2019. It was **RESOLVED** that the payments amounting to £13,864.24 be approved and signed by the Chairman.

19/119 BUSINESS BROUGHT FORWARD:

119.1 DEFIBRILLATOR AT WELL PHARMACY

Kingsbridge Estuary Rotary Club's (KERC) public access defibrillator (PAD) had been installed on the wall outside Well Pharmacy in 2013 and a replacement was now required. The club had received a Rotary District Grant to cover partial funding of a new PAD, but a condition of the grant was that any equipment purchased could not be owned by the Rotary Club. However, ongoing consumables' costs and maintenance would be covered by KERK. It was **RESOLVED** for KTC to accept the gift of a defibrillator from KERK; to be placed on KTC's Asset Register and public liability insurance provided by KTC.

119.2 QUAY HOUSE EXTERNAL LIGHTING

Further to the Police Report (agenda item 107.1) Members noted that Quay House grounds and areas outside the Library, Quay House and Age Concern building were very dark during the evening and discussed whether further external lighting should be provided. It was noted that Quay House was listed and liaison may be required with occupiers of the Library flats. It was **RESOLVED** to investigate external lighting at Quay House and for the Property Committee to take up matters.

19/120 QUESTIONS TO THE CHAIRMAN

None.

19/121 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.

The Gazette reporter left the Chamber

19/122 FINANCE COMMITTEE

It was **RESOLVED** to receive and adopt the Recommendations in the minutes of the Finance Committee held on 26 November 2019 (confidential session – Grant Aid).

The meeting closed at 8.55 p.m.

..... Presiding ChairmanDate