

**MINUTES OF A MEETING OF THE PROPERTY COMMITTEE HELD AT  
7.00 P.M. ON TUESDAY 29 SEPTEMBER 2020 IN QUAY HOUSE**

**Present:** Cllr Philip Cole (Chairman)  
Cllr Barrie Fishman  
Cllr Mike Jennings  
Cllr Peter Ralph

**In Attendance:** Martin Johnson (Secretary)

**20/20 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Dena Bex.

**Public Open Forum**

There were no members of public present.

**20/21 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**20/22 MINUTES OF PREVIOUS MEETING**

Members received the minutes of the meeting held on 4 August 2020 which were approved by the Chairman as a correct record. An update on recorded actions was provided:

**22.1 Driveway to Quay House.** It had been agreed to monitor the driveway to Quay House as vehicles regularly parked over double yellow lines and caused obstructions at times. Subsequently, the Library Court Management Company (LCMC) had requested the town council (KTC) to consider the installation of bollards to stop this practice. Therefore, estimates had been sourced for bollards and/or 'walking man' ground markings and feedback was awaited from the LCMC.

**22.2 Remembrance Day road closure.** As agreed, an application had been made to Devon County Council for temporary closure of Embankment Road on Remembrance Sunday 8 November. However, given Covid-19 social distancing restrictions, alongside Royal British Legion advice, the annual parade and service had been cancelled in accordance with minute 62.3 of the council meeting held on 8 September.

**22.3 Red telephone box/world's smallest nightclub.** As agreed, the rope lighting had been investigated and now worked correctly, the paintwork and mirror panelling required minor attention. The mechanism for playing music worked well when instructions were followed. Discussion revealed that the nightclub was now a visitor/tourist attraction only as local residents were very aware of it and the system worked so 'if it ain't broke, don't fix it!' A Christmas versus disco play list was debated but with nil action to be taken given the likelihood that the facility would remain closed to the public due to Covid-19.

**22.4 Bunting.** The summer bunting in situ in Fore Street had lost colour, e.g. red and orange flags could not be distinguished apart, and the flags were becoming tatty having been aloft for such a long period. Some of the bunting had lasted for 3 seasons. As agreed, a sum for total replacement would be included in the draft budget for next financial year 2021/22 for the Finance Committee to consider. Examples of winter bunting had been sourced, blue and white in colour to match the lighting displays, and would be received shortly. It would be fixed aloft in Fore Street for Members to sight.

## 20/23 CURRENT PROPERTY MATTERS

**23.1 Embankment Road Cemetery grounds maintenance and outstanding issues.** The listing of cemetery maintenance issues was being worked through by the grounds maintenance contractor. A specialist weedkiller had been used to try to eradicate deep rooted weeds in the north west corner of the cemetery and notices had been positioned at entrance gates to communicate this action to the public.

**23.2 Treblepark Allotments tree surgery along the western perimeter.** Tree surgery had been completed during the previous week to a very satisfactory standard which would allow much more sunlight into plots.

**23.3 Christmas Lights and new power supplies/street lamp displays for 2020/21.** New power supplies and street lamp displays had been ordered for Fore Street. An application for the whole display had to be made to DCC and for an unmetered electricity connection to Western Power Distribution.

**23.4 Britton's Field picnic bench/seating repairs.** A quotation had been accepted to repair the wooden furniture to be actioned mid-October.

**23.5 Pothole project.** Seventeen in number potholes had been filled recently by the grounds maintenance contractor.

**23.6 Public realm improvements project – new seating, planters, bins and waymarking signage.** Progressing. The utilities survey was anticipated shortly for Fore Street. The damage to the Montseny chairs needed to be explored with the supplier. Waymarking signage had to be worked up as an independent element of the project and would commence shortly.

**23.7 Invitation from Kingsbridge Men's Shed to supply recycled wooden planters (example received).** The Men's Shed had invited Members to sight their work and had provided a planter made from recycled wood which was similar to those installed outside the Library. Members agreed to identify potential locations.

**23.8 Website/Facebook/Instagram/Twitter.** Laura Cregan, Administrator, would attend a Zoom social media course shortly to explore KTC's communications with local residents.

## 20/24 BUDGET PROPOSALS FOR FINANCIAL YEAR 2021/22

It was **RECOMMENDED** for the Finance Committee to consider budgets for the following maintenance/works in the next financial year's budget 2021/22 as identified in the Planned Maintenance Schedule:

- Bandstand – repainting of internal structure (every 2 years).
- Allotments – waste clearance (every 2 years).
- War Memorial – repainting lead lettering (every 10 years).
- Christmas Lights – testing of catenary wires and eyebolt fittings (every 3 years).

## 20/19 DATE OF NEXT MEETING

Thursday 22 December 2020 at 7.00 p.m.

*The meeting closed at 7.55 p.m.*