

**MINUTES OF THE MEETING OF KINGSBRIDGE TOWN COUNCIL  
HELD REMOTELY VIA VIDEO CONFERENCING  
AT 7.00 P.M. ON TUESDAY 8 DECEMBER 2020**

**Present:** Cllr Philip Cole (Chairman)  
Cllr Anne Balkwill  
Cllr Martina Edmonds  
Cllr Barrie Fishman  
Cllr Chris Povey  
Cllr Graham Price  
Cllr Mel Rollinson  
Cllr Paul Vann  
Cllr Julia Wingate

**In Attendance:** County Cllr Julian Brazil  
District Cllr Susan Jackson  
District Cllr Denise O'Callaghan  
Sgt James Timmis  
Sasha Pleasance, Trustee, Kingsbridge Area Foodbank  
Samantha Dennis, Candidate, Devon County Council  
Martin Johnson (Secretary)

*At the outset, Cllr Cole provided guidance on remote meetings.*

**20/99 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Dena Bex, Mike Jennings, Steve Mammatt and Peter Ralph.

**Public Open Forum**

A local resident made the statement at Annex A.

*A local resident left the meeting*

**20/100 REPORTS FROM POLICE, DEVON COUNTY COUNCIL AND SOUTH HAMS DISTRICT COUNCIL REPRESENTATIVES**

**100.1** District Cllr Jackson reported that she had discussed the introduction of electric vehicle charging points with officers. SHDC was seeking bids for procurement which would be evaluated in January with a tender in late February but she was lobbying for earlier action. She was surprised that SHDC's promotional campaign for shoppers to use local high streets during Covid-19 had used a Dartmouth ward member for the Kingsbridge video. She thought the Christmas Lights were nice and requested feedback on how the shopping centre was faring and whether SHDC compliance officers had visited shops?

Cllr Wingate replied that she was in touch with other traders and in general Fore Street was buoyant. Cllr Jennings and herself had taken part in SHDC's promotional video recently and the SHDC councillor had been impressed with the town and

remarked it had a different vibe to others. The festive trend was for local residents to visit the likes of Plymouth in late November and then shop locally in December but this had been pushed back due to Lockdown 2 and the anticipation was that the town centre would see more footfall. Cllr Povey then replied that compliance officers had visited his business in Totnes but not in Kingsbridge to date. His café was quiet, but the delicatessen was busy.

**100.2** District Cllr O'Callaghan reported that SHDC was providing grants to businesses which had been forced to close during Lockdown 2; there were also restrictive grants for those who were not forced to close but had accrued losses over 50%. All information was available on SHDC's website. The waste collection service had been reduced due to several members of the operations team needing to self-isolate. Following the public consultation in summer, SHDC had agreed the proposals for parking permits which would realise a circa 20% increase in charges on 1 April 2021 rising by a further circa 20% on 1 April 2022. She was conscious that KTC had strongly objected to the proposals. The consultation had gained a 12% response from permit holders which had been considered as sound. Cllr Baldry, SHDC Executive, was content to speak to KTC on the matter. Parking charges would also be increased however, the proposals were for Quay Car Park only in accordance with KTC's recent feedback. SHDC was administering central government's Green Homes Grant for air source heat pumps and insulation; she would forward further details. Finally, and further to the recent Belle Hill drainage meeting, she had spoken to South West Water's lead officer and it was likely that surface water from the new Applegate development would be discharged via the Dennings route.

Members were disappointed that the parking permit proposals had been agreed. Cllr Balkwill noted that recycling bags were no longer being handed out to vulnerable residents which meant they would need to visit Quay House; Cllr O'Callaghan agreed to investigate and would feedback.

**100.3** Sgt Timmis reported on November's crime and recent Neighbourhood team operations. It had been quieter around town due to Lockdown 2 and colder weather. Crime figures were the same as the same period in 2019. There had been some shoplifting by juveniles and drug driving/offences had been identified due to improved technology and pro-active work by officers. Domestic and minor crimes were low and there were no patterns or series of crimes to give cause for concern. There had been no thefts or burglaries. In outlying parishes rural crime was also low. Some potential criminals had been identified in town and challenged. The biggest concern was drug taking which was quite significant involving youths. Persons and properties had been searched however, staffing resources during Covid-19 affected productivity. However, there had been some good results with a young person apprehended dealing cannabis to others and work was ongoing. The foreman at the Belle Hill housing development had been spoken to regarding vehicles driving through weight restrictions and related safety matters i.e. mud on the highway. PCSO Hawkes was currently working from home. Finally, he encouraged the local community to use the 101 non-emergency phone and email system to report policing and intelligence matters.

Cllr Cole thanked Sgt Timmis for his report and particularly for visiting the Belle Hill development site.

*Sgt Timmis left the meeting*

**100.4** County Cllr Brazil reported that he had sponsored a motion for better terms and conditions for DCC social workers; there was much churn in the system and agency workers were costly and therefore proved to be false economy. Such matters would be considered at the following day's Cabinet meeting. The authority was the main regional partner for Covid-19 and was disappointed that Devon had been placed in Tier 2 which may have been due to intensive care capacity at Exeter, Derriford and Torbay hospitals. He considered that the increase in car permits was about raising revenue which should have been discussed during budget considerations. Therefore, the decision had been called-in. He then answered Members questions; the Nightingale Hospital in Exeter had not been included in capacity figures for the Covid-19 tier system.

*County Cllr Brazil and District Cllr Jackson left the meeting*

#### **20/101 URGENT BUSINESS**

There were no items of urgent business.

#### **20/102 DECLARATIONS OF INTEREST**

Cllr Balkwill declared a pecuniary interest in agenda item 20/104; sub agenda item 20/84.3.

#### **20/103 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the council meeting held on 10 November 2020 be approved and signed by the Chairman.

#### **20/104 PLANNING COMMITTEE**

It was **RESOLVED** to receive and adopt the Resolutions in the minutes of the Planning Committees held on 17 November 2020 and 1 December 2020.

Members noted temporary traffic lights and a carriageway closure at West Alvington Hill for the K5 housing development; the closure affected vehicles and pedestrians. Temporary traffic lights were also in operation at the Quay and Cookworthy Road. The town had been gridlocked during morning and afternoon school trips. It was agreed to make immediate enquiries with DCC to resolve the situation.

Members also noted a net tree loss following recent tree felling decisions which would be brought up with SHDC and could be a potential Neighbourhood Plan policy.

## **20/105 FINANCE COMMITTEE**

It was **RESOLVED** to receive and adopt the Recommendations in the minutes of the Finance Committee held on 24 November 2020.

Further to the Finance Committee recommendations, recent Parks & Open Spaces Committee outcomes and noting an underspend on events during 2020 due to Covid-19, it was **RESOLVED** to make a £7,000 grant to Kingsbridge Gym Club.

## **20/106 PUBLIC REALM IMPROVEMENTS UPDATE**

Members received a comprehensive report regarding proposals for public realm improvements in Fore Street and the Town Square: new waymarking signage, seating, litter bins and planters/trees. The available budget was £58k. In particular, the working group had recommended a company to produce 3 in number waymarking signs which could be ready for Easter 2021 to include maps, photos, QR code and a new KTC logo. However, there remained some issues around seating regarding materials/quality and Members agreed to explore further. After discussion, it was **RESOLVED** to support waymarking signage, litter bins and planters/trees to be progressed to on-street installation from the available budget plus potential capital receipts top-up.

It was further **RESOLVED** for the next council meeting to receive options for potential new seating around the head of the estuary i.e. alongside footways in Quay Car Park and The Promenade/Embankment Road.

## **20/107 PUBLIC SPACE PROTECTION ORDERS – ALCOHOL**

Members received and reviewed SHDC's consultation and it was **RESOLVED** to recommend that the current Public Space Protection Orders for Alcohol in Kingsbridge was fit for purpose and for nil changes to be made.

## **20/108 TOWN CLERK'S REPORT**

**108.1 Speed sign – new locations.** The vehicle activated speed limit sign (VAS) could be deployed at 2 new locations in Embankment Road following the purchase and installation of new brackets.

**108.2 CCTV.** Continued to be a useful intelligence resource. Recently it had assisted in the investigation of a missing person, illegal car parking in the Town Square and minor anti-social behaviour incidents.

**108.3 Devon County Council budget.** Cllr John Hart, DCC leader, would provide his 'state of the county' report to local councils at 5.30 p.m. on Monday 14 December via Zoom

**108.4 Treblepark Allotments access.** The path which ran alongside the western perimeter of the allotments site had been cleared of overgrown vegetation and a fundamental temporary fence would be erected on the narrow width of the northern

perimeter alongside explanatory signage. These actions were to stop people gaining access and walking through the allotments.

**108.5 Christmas Lights.** To be reviewed by the Property Committee 22 December however, Members were requested to provide any feedback beforehand.

**108.6 Council Offices' opening hours over festive season.** Closed for public holidays only on 25 and 28 December, and 1 January.

**108.7 Interim Devon Carbon Plan.** A public consultation had just commenced until 15 February and was likely to feature on the next council meeting agenda. All information could be sourced at [www.devonclimateemergency.org.uk](http://www.devonclimateemergency.org.uk) and was being promoted by KTC.

**108.8 KTC Chairman's absence.** Cllr Jennings had a current medical issue which became steadily worse as the day unfolds and therefore had given apologies for recent evening meetings. He sent fellow Members his best wishes, his particular thanks to Cllr Cole for deputising, provided his reassurance that he remained totally onboard, was maintaining a keen remote eye on council matters and would hopefully return soon.

## **20/109            REPORTS ON MEETINGS OF OUTSIDE BODIES AND                           AUTHORITIES/AGENCIES**

**109.1 Kompan site visits to Duncombe Park and Recreation Ground 12 November 2020.** Several suggestions were received for onward exploration.

**109.2 Kingsbridge Community Tennis Pavilion in the Park (Recreation Ground) remote meeting 13 November 2020.** The working group had accepted a schedule of works from a local architect to inform a feasibility study.

**109.3 SHDC senior management Kingsway Park/Ropewalk development site remote meeting 16 November 2020.** The meeting had reviewed the background, current planning application and KTC feedback for a housing development. It had been agreed to halt proceedings until late January 2021 to allow time for SHDC to liaise with Homes England about the quantum of affordable units.

**109.4 Waymarking/public realm meetings 18 November and 2 December 2020.** Noted and informed agenda item 20/106.

**109.5 SHDC bicycle stand site meeting 18 November 2020.** Permission had been provided by SHDC for new cycle stands adjacent to Quay public toilets alongside earlier approval by DCC for cycle stands adjacent to the former Quay public house.

**109.6 SHDC memorial trees site meeting 18 November 2020.** Noted and informed the planting of a mature Katsura by Kingsbridge In Bloom and 2 Rowans by SHDC contractors.

**109.7 South West Water Belle Hill drainage remote meeting 19 November 2020.** The meeting had discussed surface water drainage from the new Applegate housing development (Cllr O’Callaghan’s report at 100.2 refers).

**109.8 SHDC Natural Resource & Repairs visits to Duncombe Park, Recreation Ground and Treblepark play areas 25 November 2020.** Noted and informed KTC’s ambition for maintenance and improvements to children’s play equipment.

**109.9 Neighbourhood Plan Steering Group 2 December 2020.** A first draft of the Neighbourhood Plan report was being progressed in readiness for public consultation. Date of the next meeting was 6 January 2021.

**20/110 FINANCE – PAYMENT OF ACCOUNTS**

Members received a schedule of payments due to date 8 December 2020. It was **RESOLVED** that the payments amounting to £23,814.70 be approved and signed by the Chairman.

**20/111 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN**

There was no business brought forward.

**20/112 QUESTIONS TO THE CHAIRMAN**

Members queried a letter received by all Members from a local person regarding a non-council matter; it was agreed to note the contents but to take no further action.

**20/113 EXCLUSION OF PUBLIC AND PRESS**

It was **RESOLVED** that in view of the nature of the business that was about to be transacted at agenda item 20/114, it was advisable in the public interest, for the public and press be temporarily excluded.

*A local resident left the meeting*

**20/114 COVID-19 QUAY HOUSE RENTS**

It was **RESOLVED** to agree a rental holiday and discount for a Quay House tenant who had been unable to continue their business for the duration of Covid-19 Lockdown 2 and to communicate the decision.

*The meeting closed at 9.28 p.m.*

..... Presiding Chairman .....Date

Annex:

A. Public Open Forum.

## **Public Open Forum**

Sasha Pleasance stated she was a Foodbank volunteer and trustee. She was humbled by the community volunteers and indeed, the monies and food donations. There had been a 500% increase in demand since August and the Foodbank's independence had come to the fore during Covid-19. They had links with GPs, schools, South Hams Area Wellbeing, Devon County Council (DCC), South Hams District Council (SHDC), Victim Support and Together Drug & Alcohol Service. The Chairman of the Trustees had written to the Town Council (KTC) requesting support in their quest to find permanent local premises having moved twice recently. The Foodbank wished to negotiate with SHDC for the use of the redundant Resource Centre in Ropewalk as their base. Members were invited to view their current temporary home at the Avon Centre in Wallingford Road to see the Foodbank in action. Finally, KTC was requested to consider nominating a new Member to become a Trustee.

Cllr Cole thanked Sasha for her statement and responded that Members were aware of the lifeline the Foodbank provided and were grateful that it has stepped up to the challenge of Covid-19. He had some good news because KTC had been granted £750 from Western Power Distribution's "In This Together" Fund for its operations. So this would be a good opportunity to visit the Avon Centre and gain further promotion of the Foodbank's operations. KTC would consider other requests and feedback.