

**MINUTES OF THE MEETING OF KINGSBRIDGE TOWN COUNCIL  
HELD REMOTELY VIA VIDEO CONFERENCING  
AT 7.00 P.M. ON TUESDAY 9 FEBRUARY 2021**

**Present:** Cllr Mike Jennings (Chairman)  
Cllr Anne Balkwill  
Cllr Dena Bex  
Cllr Philip Cole  
Cllr Martina Edmonds  
Cllr Barrie Fishman  
Cllr Steve Mammatt  
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  
Martin Johnson (Secretary)

*Cllr Jennings provided guidance on Zoom remote meetings*

**20/132 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Peter Ralph and Sgt James Timmis.

**Public Open Forum**

There were no members of public present.

**20/133 REPORTS FROM POLICE, DEVON COUNTY COUNCIL AND  
SOUTH HAMS DISTRICT COUNCIL REPRESENTATIVES**

**133.1** Sgt Timmis had emailed a report in his absence. A 'knife incident' in Fore Street had been mentioned on local social media. He was satisfied that one person had been deliberately targeted; all parties had been identified and were local to the area. The Kingsbridge Police Facebook page had shared a message to reassure local residents that this was a one-off matter and the town centre was safe. Crime and policing incidents continued to be low and there was nothing at present which gave him cause of concern.

**133.2** County Cllr Brazil reported that Devon County Council (DCC) had increased its share of council tax by 5%. The A379 at Stokenham had re-opened in 4 weeks rather than the scheduled 6 weeks. Another road closure at Chillington for flood alleviation works had been postponed. Ongoing tarmac patching of the road surface in lower Church Street was not working due to an obvious structural matter below the highway. A temporary road closure in upper Fore Street was also imminent but may affect parking only. He then replied to Members' questions:

- DCC was aware of a recent water leak in lower Church Street.
- Puddling along Embankment Road was not viewed as a priority matter but DCC did recognise that pedestrian access was hindered during times of high tides and heavy rainfall.

**133.3** District Cllr Jackson reported that South Hams District Council (SHDC) officers planned a town centre walkabout on 16 February to discuss the implementation of the new waste collection/recycling routines. Representation from the Town Council (KTC) had been requested. SHDC was refurbishing old laptops for their use by local schools for children in need; they could be dropped off at Follaton House, Totnes. Members agreed for KTC to promote this worthwhile venture. The Pavilion in the Park public consultation would run until the end of February to explore a potential new community hub in the Recreation Ground.

**133.4** District Cllr O’Callaghan underlined the importance of KTC input at the ‘recycling walkabout’ on 16 February and Cllrs Bex, Cole and Wingate expressed an interest. There continued to be weekly waste collection issues at specific locations in town due largely to a lack of resources because of Covid-19. SHDC’s full council meeting on 11 February would receive a proposal to increase its share of council tax by 2.93%; £500k had been allocated for Covid-19 recovery and £200k for climate change projects. There had been no concrete proposals regarding climate change matters and tangible results were required. Car park tariffs were scheduled to be increased and a public consultation was ongoing; charges in the town would affect Quay Car Park only in line with KTC’s recommendation. Covid-19 business grants could be applied for via SHDC’s website; eligibility criteria had changed to make application more flexible. The following week’s school half term holidays could potentially mean holidaymakers trying to access Devon and Cornwall and the Police would be on alert to respond to visitors, for stop checks and potentially turning people back.

SHDC Ward Members then responded to Members’ questions:

- Covid-19 business grants could be applied for on a generic form and SHDC officers would respond.
- SHDC was grateful that KTC had engaged with its draft Housing Strategy and Ward Members noted its feedback. KTC’s Planning Committee intended to utilise the strategy, upon adoption, when considering applications.
- They noted interest from local councils, and partner organisations, in SHDC’s climate change plans and KTC suggested initiatives should be forwarded to them.

#### **20/134 URGENT BUSINESS**

The Chairman agreed to take one item of urgent business at agenda item 20/143: Tree Felling – Bowcombe.

#### **20/135 DECLARATIONS OF INTEREST**

None.

## **20/136 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the council meeting held on 12 January 2021 be approved and signed by the Chairman.

## **20/137 PLANNING COMMITTEE**

It was **RESOLVED** to receive and adopt the Resolutions in the minutes of the Planning Committees held on 19 January 2021 and 2 February 2021.

*Cllr Brazil left the meeting*

## **20/138 PARKS AND OPEN SPACES COMMITTEE**

It was **RESOLVED** to receive and adopt the Recommendations in the minutes of the Parks and Open Spaces Committee held on 29 January 2021.

## **20/139 CCTV REVIEW**

Members conducted an annual review of the CCTV system controlled by KTC. It was **RESOLVED** that the CCTV system was required for the prevention and detection of crime and for protecting the safety of the Kingsbridge community.

## **20/140 TOWN CLERK'S REPORT**

**140.1 Community Champions 2021.** Members discussed whether to manage an award scheme during 2021 particularly as local people had worked so incredibly hard looking out for each other for the duration of Covid-19. After discussion it was agreed that a blanket 'thank you' would probably be the only way to recognise the achievements of the whole Kingsbridge community. The front runner was probably to link the art project/sculpture at the head of the estuary but others included a mural or handprints in concrete at a high footfall location. It was agreed to forward suggestions to the Town Clerk.

**140.2 Church Steps Passageway.** The footway had been closed since May 2018 due to a dangerous wall owned by 2 different parties; the section of the wall with movement was a SHDC asset. A specification for repairs had been produced by a structural engineer and SHDC's own Repairs Team were likely to action the works. A site meeting would take place shortly with anticipated completion in 2021 but there was no set timeframe.

**140.3 Remote/face-to-face meetings.** Legislation permitting councils to meet remotely would end on 6 May 2021. The National Association of Local Councils was lobbying central government however, there were no current plans to extend the current regulations and therefore preparations must be made (unless the situation changed) to administer KTC going forwards. Chiefly, the annual general meeting could be re-scheduled for Tuesday 4 May 2021 to have the Chairman/Deputy and related matters in place for mayoral year May 2021 to May 2022. Potential issues

after 7 May were scheduling of meetings, venues, public attendance, potential scheme of delegation and the 6 month rule for Members attendance at meetings.

Moreover, an Annual Parish Meeting (which was not a council meeting) should be held between 1 March and 1 June every year but the requirement was removed by Covid-19 regulations in August 2020. Therefore, KTC could agree not to hold the meeting which was usually held as in interactive session in the Town Square to showcase ambitions, priorities and latest news.

## **20/141        REPORTS ON MEETINGS OF OUTSIDE BODIES AND AUTHORITIES/AGENCIES**

**141.1 Public realm improvements meeting 13 January, field visit 14 January and contractor waymarking meetings 26 January and 9 February 2021.** The project was ongoing and a link between Fore Street interventions and Town Square/head of estuary seating required a further detailed report to be worked up. The Working Group (Cllrs Bex, Cole, Povey, Price and Wingate) had agreed a new KTC logo to be used as a letterhead and on the wayfinding signs; the latter were at 'content stage' and much liaison was taking place with the contractor.

**141.2 Pavilion in the Park meeting 15 January 2021.** As reported at agenda item 133.3 a public consultation was underway.

**141.3 SHDC/KTC draft housing strategy meeting 20 January and working group meeting 26 January 2021.** Reported in the Planning Committee minutes dated 2 February 2021.

**141.4 KTC logo meeting 25 January 2021.** The Town Centre working group had met with a graphic designer to explore a potential new logo for KTC. It was agreed to accept a logo designed by the contractor employed to produce the wayfinding signs.

**141.5 SHDC/KTC JLP site allocations meeting 1 February 2021.** Reported in the Planning Committee minutes dated 2 February 2021.

**141.6 Fore Street walkabout 2 February 2021.** A listing had been produced to address many maintenance matters with actions required by KTC and via liaison with DCC, SHDC, Kingsbridge In Bloom and local groups.

**141.7 SHDC senior management/Mayors & Clerks meeting 5 February 2021.** The meeting received SHDC's general service update, new civil enforcement routines, budget report and questions/updates from town councils.

## **20/142        FINANCE – PAYMENT OF ACCOUNTS**

Members received a schedule of payments due to date 9 February 2021. It was **RESOLVED** that the payments amounting to £24,553.56 be approved and signed by the Chairman.

**20/143 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN:  
TREE FELLING – BOWCOMBE**

It was reported that a large number of trees had been felled on private land adjacent to Bowcombe Creek over the previous weekend. It was **RESOLVED** to bring up tree works at the next Planning Committee to be held on 16 February 2021.

**20/144 QUESTIONS TO THE CHAIRMAN**

It was reported that there had been large queues at Norton Brook Medical Centre for Covid-19 vaccinations and whether KTC could assist in any way? The centre had a patient transport service which assisted local people. It was agreed to liaise with the centre, for example, to circulate general information via KTC's Facebook page.

*The meeting closed at 9.05 p.m.*

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