

**MINUTES OF THE MEETING OF KINGSBRIDGE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBER, QUAY HOUSE,
AT 6.30 P.M. ON TUESDAY 10 DECEMBER 2024**

Present: Cllr Julia Wingate (Chairman)
Cllr Anne Balkwill
Cllr Philip Cole
Cllr Martina Edmonds
Cllr Barrie Fishman
Cllr Mike Jennings
Cllr Steve Mammatt
Cllr Graham Price
Cllr Mel Rollinson
Cllr Paul Vann

In Attendance: County Cllr Julian Brazil
District Cllr Denise O'Callaghan
District Cllr Susan Jackson
Two Members of Public
Martin Johnson (Secretary)

24/107 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Chris Povey, Cllr Danielle Rawstron, Cllr Lorna Yabsley and Sgt Charlie Wilkes.

Public Open Forum

A statement from a member of public is at Annex A.

A member of public left the meeting

**24/108 REPORTS FROM POLICE, DEVON COUNTY COUNCIL AND
SOUTH HAMS DISTRICT COUNCIL REPRESENTATIVES**

108.1 A written Police report for the period 8 October to 8 November was received by Members. There had been 38 reported crimes/incidents however, some of the reports were duplicated from the same incident. Chiefly, there had been nothing alarming over the period. A report of a residential burglary was an isolated incident, the suspects had been arrested and enquiries were ongoing. Crimes and incidents included the following: criminal damage to a commercial property, a missing elderly person had been located, an online bullying report, a road traffic offence regarding drink driving, drugs located at a private address, a failure to attend at court warrant, a dog out of control, assaults and an offensive weapon handed in to the Police Station for destruction.

108.2 County Cllr Brazil reported that Devon County Council (DCC) was progressing with the Devon Devolution deal between the authority and Torbay Council. The government was due to produce a White Paper during the following week regarding local government re-organisation which was likely to earmark the merger of district

councils into larger councils with an elected mayor. For Devon and Cornwall it could possibly lead to one large principal authority and the inevitable loss of local democracy if district councils were lost. At present, DCC was anticipating news of its financial settlement before Christmas. The rural service delivery grant had been lost at £10m as funds were being re-directed to metropolitan areas.

As Leader of South Hams District Council (SHDC) he felt it appropriate to comment on the proposed differential car parking scheme in order to raise funds to sustain the authority's core services. In Kingsbridge, Fore Street car park was very cheap at present and the proposal, amongst others, was to increase the 3 hour charge from £1.00 to £5.00 which was possibly too much, too quickly. However, Dartmouth town centre charges in the high season had been proposed at £5.50. The top priority across the district was to retain the viability of high streets however, there would be pain for some people. SHDC did not wish to raise car parking charges but had to do so in order that it did not have to cut discretionary services such as public toilets and leisure centres.

County Cllr Brazil left the meeting

108.3 District Cllr O'Callaghan reported that she had received more emails regarding SHDC's proposal for differential car parking than any other matter. A public consultation would take place from 12 December to 5 January. The recent meeting of the Executive had supported an administration charge of £5.00 per vehicle for the local residents' scheme however, there was an unlimited number of vehicles per household to join the scheme. A final SHDC decision would be voted upon in late January and if supported the new charges would commence from 1 April 2025. Workers living outside the area would not be considered as local residents within the proposed scheme however, an independent review of all off-street parking permits would be conducted by autumn 2025. She also noted that the planning appeal at The Crabshell Inn for a shepherd's hut had been dismissed by the Planning Inspectorate.

108.4 District Cllr Jackson reported that she had also received lots of emails regarding proposals for differential parking charges. The Overview & Scrutiny Committee had raised several questions for South West Water and a response was awaited. She was aware of some concerns with Live West tenants regarding disposal and shared ownership matters however, Members noted they had nil issues with their own properties. Finally, she was saddened that the Kingsbridge Celebrates Christmas event had to be cancelled due to strong winds.

24/109 URGENT BUSINESS

The Chairman agreed to receive one item of urgent business at agenda item 24/123: "Primary School PTFA – request for zebra crossing".

24/110 DECLARATIONS OF INTEREST

None.

The following agenda item was taken early out-of-term:

24/114 DIFFERENTIAL CAR PARKING

Members received the following information:

- SHDC Executive minutes dated 6 December 2024,
- a listing of proposed visitor and local residents' charges for all Kingsbridge off-street car parks, and
- the Town Council (KTC) feedback forwarded to SHDC following its extraordinary council meeting held on 23 October 2024 which had considered the differential charging scheme.

A full debate followed and the proposed charges agreed at the above SHDC Executive were carefully considered. It was then **RESOLVED** to provide the following feedback to SHDC:

- support for Fore Street car park to change from a long stay car park to a short stay car park with a maximum stay of 4 hours with no return within 2 hours,
- support for the residents' tariffs as proposed for Quay and Duncombe Street car parks, and
- to recommend amendments for the proposed residents' tariffs for Fore Street, Lower Union Road and Cattle Market car parks, and to suggest that SHDC applies its visitor tariff formula for the same.

A full listing of KTC's recommendations for new charging from 1 April 2025 is at Annex B.

District Cllrs Jackson & O'Callaghan and a member of public left the meeting

24/111 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the council meeting held on 12 November 2024 be approved and signed by the Chairman.

24/112 PLANNING COMMITTEE

It was **RESOLVED** to receive and adopt the Resolutions in the minutes of the Planning Committees held on 19 November 2024 and 3 December 2024.

24/113 FINANCE COMMITTEE

It was **RESOLVED** to receive and adopt the Recommendations in the minutes of the Finance Committee held on 26 November 2024.

In particular, it was agreed to progress the draft budget for next financial year 2025/26 subject to additional funds being allocated to the town market strategy and employers' national insurance contributions for staff. A revised council tax base rate was anticipated from SHDC in late December.

24/115 STANDING ORDERS

Members undertook an annual review and it was **RESOLVED** to re-adopt Standing Orders without amendment.

24/116 FREEDOM OF INFORMATION ACT – PUBLICATION SCHEME

Members considered a draft model scheme produced by the Information Commissioner and it was **RESOLVED** to adopt a revised Freedom of Information Act – Publication Scheme to be published on the website.

24/117 CCTV – DATA PROTECTION IMPACT ASSESSMENT

Members considered a draft template produced by the Surveillance Camera Commissioner which identified the appropriateness and risks associated with KTC's CCTV system and it was **RESOLVED** to adopt a CCTV Data Protection Impact Assessment to be published on the website.

24/118 BANK MANDATE

Members considered KTC's bank mandate and it was **RESOLVED** to:

- confirm the signatories as Cllr Balkwill, Cole, Povey, Rollinson and Wingate,
- for each payment to be authorised by 2 of the authorised bank signatories, and
- for said payments to be paid via internet banking and subsequently reported to council as made.

24/119 TOWN CLERK'S REPORT

119.1 Maintenance & Repairs. Several items have been actioned recently including re-tiling of the Garage/Store roof, vegetation clearances, and bollard refixing in Fore Street plus Old Plymouth Road. Potholes in the likes of Ebrington Street and Rack Park Road had been forwarded to DCC for repairs as they would require closure of the highway to action.

119.2 Christmas Lights. The displays and tree survived recent Storm Darragh however, several repairs were required and some rebulbing. The previous day all repairs which could be conducted using ladders had been actioned and that evening the installation team and cherry picker were back on site.

119.3 Public Footpath No.6. The footpath bisected the former housing development site at Garden Mill/Lock's Hill which had recently been lost at Planning Appeal. Heras fencing on both sides of the footpath was in an unsatisfactory condition and KTC had recently brought this to the attention of DCC Public Rights of Way team which had visited and made fundamental repairs. It would be ascertained if a local group may wish to monitor and sustain the repairs.

119.4 Cage Football. Kingsbridge Youth for Christ Trustees had agreed to sell the cage which was bought second hand in 2019. It had been offered to KTC, before posting wider, given Members had supported a grant at £1k towards its purchase. The stainless steel cage had been seldom used since Covid and the trailer it was stored upon required substantial repair. It was agreed to thank the Trustees however, KTC would not be interested.

119.5 Planning Committee. The only planning applications 'in the system' at present had a feedback deadline of 9 January and the first meeting in the New Year would be held on 7 January. Therefore, the Planning Committee scheduled for the following Tuesday 17 December had been cancelled.

119.6 Devon Surface Water Flood Forecasting. DCC had recently contacted all DRIP project volunteers in town to report the launch of the pilot phase in January. Virtual workshops had been scheduled for 9 and 13 January to explain the system.

119.7 Town Mayor's Christmas Reception. Coffees and mince pies would be served from 10.30 a.m. on Thursday 19 December in Quay House and Members were encouraged to support the event.

119.8 Festive period opening hours. The Council Offices would be closed Tuesday 24 to Friday 27 December inclusive and on 1 January while Staff took annual leave/bank holidays.

119.9 Dementia Friendly Initiative. SHDC encouraged town and parish councils to attend the next meeting at 1.00 p.m. on 15 January 2025 in Follaton House, Totnes which would target building dementia friendly communities.

24/120 REPORTS ON MEETINGS OF OUTSIDE BODIES AND AUTHORITIES/AGENCIES

120.1 SHDC/Town Councils' Car parking – differential charging meeting 13 November 2024. An exploratory meeting in the lead up to agenda item 24/114 above.

120.2 KTC Members' breakfast meeting 22 November 2024. An exploratory meeting in the lead up to agenda item 24/113 above.

120.3 SWW/KTC remote flooding update 28 November 2024. South West Water (SWW) had met with representatives from DCC Flood Risk, Environment Agency (EA) and SHDC. DCC and SHDC were scheduled to work in partnership to conduct CCTV surveys of their assets and the EA's key objective was to protect residential properties from flooding. SWW's solution to mitigate the risk of flooding was via a new sewer, which would effectively also act as attenuation, however, such a project would cost multi-millions of pounds.

120.4 SHDC Green Space/KTC meeting 2 December 2024. A worthwhile meeting had provided a way forward for the Recreation Ground pond clearance and removal

of eels, rectification of damaged paving in the Town Square, trees' management and grass verge cutting.

24/121 FINANCE – PAYMENT OF ACCOUNTS

Members received a schedule of payments due to date 10 December 2024. It was **RESOLVED** that the payments amounting to £23,585.45 be approved and signed by the Chairman.

24/122 SOCIAL MEDIA

Members agreed that KTC's output was informative and interesting.

**24/123 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN:
PRIMARY SCHOOL PTFA – REQUEST FOR ZEBRA CROSSING**

The PTFA had contacted County Cllr Brazil with its request for a zebra crossing to supplement the current pedestrian bridge across Belle Hill to reach/return from the school. The rationale was to assist children who were unable to use the bridge itself and also to help parents who may have younger children with them in buggies. KTC's thoughts had been sought and Members considered the request. It was agreed to support any intervention which increased safety at this location and aided children's accessibility to the primary school. DCC's local highways officer to be consulted regarding the way forward.

24/124 QUESTIONS TO THE CHAIRMAN

None.

The meeting closed at 9.00 p.m.

..... Presiding ChairmanDate

Annex:

A. Public Open Forum.

Public Open Forum

Andrew Lidstone stated that vegetation encroached on the highway in Belle Hill effectively from the junction of Church Street/Waterloo Road all the way to Belle Hill playing fields. There had been a significant rise in traffic since the development of Applegate Park. The 2 issues combined to make driving hazardous. In particular, hedges were not being maintained and trees were almost touching the other side of the road in places. He requested that letters be sent to landowners reminding them of their responsibilities and for action to be taken.

The Chairman, supported by Members, acknowledged the issue and replied that KTC would liaise with DCC to investigate if action could be taken to contact landowners to maintain the vegetation in Belle Hill.

**SHDC Differential Car Parking Proposals for Kingsbridge with effect from 1 April 2025
– Comments from Kingsbridge Town Council**

Car Park		SHDC Column A	SHDC Column B	
Quay	Current Charges	Visitor Tariff (Executive 6 Dec 24)	Residents Tariff (Executive 6 Dec 24)	Suggested Residents Tariff (KTC 10 Dec 24)
1 hour	£1.00	£2.50	£1.70	£1.70 support
2 hours	£2.00	£4.00	£3.30	£3.30 support
3 hours	£4.00	£6.00	£5.00	£5.00 support
4 hours	£5.00	£7.00	£6.00	£6.00 support
24 hours	£10.00	£15.00	£12.50	£12.50 support
Fore Street				
30 min	£0.50	£1.00	£0.90	delete 30 min tariff
1 hour	£1.00	£2.50	£1.70	£1.00
2 hours	£1.00	£4.00	£3.30	£2.00
3 hours	£1.00	£6.00	£5.00	£2.50
4 hours	£3.00	£7.00	£6.00	£3.00
All day	£7.00			deletion support
Duncombe Park				
30 min	£0.30	£0.70	£0.60	£0.60 support
1 hour	£0.80	£1.30	£1.10	£1.10 support
2 hours	£1.60	£2.50	£2.10	£2.10 support
3 hours	£2.00	£3.80	£3.10	£3.10 support
4 hours	£3.30	£5.00	£4.10	£4.10 support
24 hours	£7.00	£10.50	£8.80	£8.80 support
Lower Union Road				
30 min	£0.50	£0.80	£0.60	delete 30 min tariff
1 hour	n/a	n/a	n/a	£1.00 introduce 1 hour tariff
3 hours	£1.00	£2.00	£1.30	£3.00
All day	£2.00	£3.50	£2.50	£4.00
Cattle Market				
30 min	£0.50	£0.80	£0.60	delete 30 min tariff
1 hour	n/a	n/a	n/a	£1.00 introduce 1 hour tariff
3 hours	£1.00	£2.00	£1.30	£3.00
All day	£2.00	£3.50	£2.50	£4.00
Motorhomes	£10.00	£15.00	£15.00	£20.00