

**MINUTES OF THE MEETING OF KINGSBRIDGE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBER, QUAY HOUSE,
AT 6.30 P.M. ON TUESDAY 11 MARCH 2025**

Present: Cllr Julia Wingate (Chairman)
Cllr Anne Balkwill
Cllr Philip Cole
Cllr Martina Edmonds
Cllr Mike Jennings
Cllr Steve Mammatt
Cllr Chris Povey
Cllr Graham Price
Cllr Danielle Rawstron
Cllr Mel Rollinson
Cllr Julie Taylor
Cllr Paul Vann
Cllr Lorna Yabsley

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

24/157 APOLOGIES FOR ABSENCE

Apologies were received from District Cllr Susan Jackson.

Public Open Forum

Statements from members of public are at Annex A.

**24/158 REPORTS FROM POLICE, DEVON COUNTY COUNCIL AND
SOUTH HAMS DISTRICT COUNCIL REPRESENTATIVES**

158.1 Members received a written Police report for February 2025. There had been 25 recorded crimes: 7 anti-social behaviour/criminal damage, 3 domestic related, 1 arson, 8 theft/burglary, 4 violence and 2 others. A full day-to-day calendar listing of incidents throughout the month had been supplied. Other policing matters had included: several missing person reports which had resulted in all people being found safe and well, firearm licence renewal applications, breaches of curfews/bail conditions/orders, school and home safeguarding visits, mental health assessments and detentions, and intelligence gathering calls for driving offences/suspicious behaviours. The Neighbourhood Team had also policed surrounding villages and Salcombe.

Members who were shop owners noted recent shoplifting in Fore Street. Traders had a private Facebook page and felt well supported by each other. CCTV in shops assisted and there was liaison with shopkeepers in Dartmouth.

158.2 County Cllr Brazil reported that the Police & Crime Commissioner had directed that the Police portion of second homes council tax would be used to increase the number of officers. However, it was not apparent that more officers would be received in the South Hams. He was aware of flooding issues in Darky Lane which impacted on Archery Close leaving mud and debris in the highway and recent flooding near misses. An on-site meeting had been arranged for 27 March with Devon County Council (DCC) Highways, Flood Risk and Public Rights of Way officers present to meet local residents. A temporary solution to divert run-off using sandbags had not worked because South Hams District Council (SHDC) waste and recycling lorries had been unable to gain access to Archery Close/Northville Park. Subsequently, the sandbags had been removed. Action was required via liaison with landowners off Darky Lane. He noted CCTV was due to be discussed, SHDC's viewpoint was that people were dumping rubbish in Fore Street, flouting the law and it was fly tipping and CCTV would assist however, some people had different views but a balance had to be achieved. Local government re-organisation was being discussed locally between SHDC, West Devon Borough Council, Teignmouth District Council and Torbay Council. Several unitary options had been mooted by different principal authorities, including Plymouth City Council, and proposals had to be forwarded to central government by 21 March who would ultimately make a decision. Any outcomes would take time to come to fruition. Finally, the South Hams Highways & Traffic Orders Committee had progressed the Waverley Road planters' issue (previously aired at council meetings) and a site meeting between interested parties would be set-up shortly to try and reach a mutually agreeable position.

158.3 District Cllr O'Callaghan reported that applications had opened for the Residents Discount Parking Scheme commencing on 1 April. The cost was £5 per vehicle per annum however, an unlimited number of vehicles per household could join. Residents could still pay by cash at the machines and would receive an extra 30 minutes' parking but not the price discount available via phone payments. Council tax bills for financial year 2025/26 would include a leaflet on differential car parking. Quayside Leisure Centre's solar panels had been agreed for funding by SHDC. There was no timeline at present but 238 panels would be fitted. SHDC's portion of second homes council tax would be directed towards affordable housing projects; 50% to the recent St Anns Chapel housing development to secure homes to for social renting and 50% towards temporary accommodation for mainly single bed units. Hastoe housing association was working up a pre-application for the Ropewalk development site and wished to update the Town Council (KTC) shortly.

She noted that a KTC Member had found it cumbersome to apply for the discount parking scheme, the leisure centre lift had been broken since November 2024 and recycling lorries had recently struggled to access Belle Cross Road near the primary school. Moreover, some residents living off Fore Street e.g. Riverview Place were struggling with SHDC's recycling routines.

Cllr Brazil and 2 members of public left the meeting

24/159 URGENT BUSINESS

None.

24/160 DECLARATIONS OF INTEREST

Cllr Rollinson declared a non-pecuniary interest in the grant request identified during the Public Open Forum.

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

24/164 COMPLAINT

Members received a complaint from Dena Bex regarding KTC's administration and procedures for the proposed expansion of the CCTV system to cover Fore Street. It was **RESOLVED** for a written response to be delegated to the Chairman and Town Clerk.

Two members of public left the meeting

24/161 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the council meeting held on 11 February 2025 be approved and signed by the Chairman.

24/162 PLANNING COMMITTEE

It was **RESOLVED** to receive and adopt the Resolutions in the minutes of the Planning Committee held on 18 February 2025.

24/163 ENVIRONMENT, TRANSPORT & RESILIENCE COMMITTEE

It was **RESOLVED** to receive and adopt the Recommendations in the minutes of the Environment, Transport and Resilience Committee held on 25 February 2025.

24/165 COMPLAINTS PROCEDURE

An ongoing complaint (agenda item 24/164) had highlighted that the current Complaints Procedure needed to be simplified. Members received a local councils' model policy and it was **RESOLVED** to adopt a revised Complaints Procedure subject to minor amendments regarding vexatious complaints (Members to receive an amended version at the next council meeting).

24/166 TOWN CLERK'S REPORT

166.1 Meetings' Calendar – mayoral year 2025/26. Members received and were content with a draft calendar. It was also agreed to hold a 'projects meeting' on 23 May 2025.

166.2 Annual Town Meeting & Pump Track Consultation – Saturday 1 March 2025. Members had engaged with lots of residents and some interesting conversations were held on various topical matters. Chiefly, the operational budget and precept for next financial year 2025/26 had been displayed with a report on how

local residents' portion of their council tax provided to KTC would be spent. Completed pump track questionnaires had been forwarded to the Skatepark Committee which managed the consultation. It was agreed for an agenda item at the next council meeting to be held on 8 April 2025 to discuss the way forward for a pump track.

166.3 Waverley Road – planters. Further to agenda item 158.2, Waverley Community Garden's retrospective application for planters to be installed in Waverley Road had been Refused recently by DCC. Subsequently, the matter featured as an agenda item at the South Hams Highways & Traffic Orders Committee held on 5 March 2025 which KTC spoke to in support of the planters' retention. The outcome was for DCC Members and officers to work with the local community to seek an amicable solution and DCC would arrange a meeting with a highways engineer, relevant stakeholders from the community and KTC which had been earmarked for 27 March 2025.

166.4 Town Clerk – annual leave. The Town Clerk would be out-of-office 17 to 21 March 2025 inclusive and another member of staff would act as Secretary for the Planning Committee on 18 March 2025.

24/167 REPORTS ON MEETINGS OF OUTSIDE BODIES AND AUTHORITIES/AGENCIES

167.1 Multi-agency/KTC flood meeting 12 February 2025. Representatives for DCC Flood Risk and Highways, Environment Agency, MP, Pell Frischmann, SHDC, South West Water (SWW) and KTC Members had received a Kingsbridge Partnership presentation which had focussed on options to mitigate town centre flooding and sewage spills.

167.2 Annual Town Meeting 1 March 2025. See agenda item 166.2.

167.3 Cemetery grounds maintenance/wild flowers meeting 5 March 2025. Members, staff and the grounds maintenance contractor had met on site to identify areas which could be given over to native wildflowers for a 3 year trial project. For summer 2025 it had been agreed to leave several areas to grow untended and for regular mowing to continue around them, for signage to be made up to communicate the project to visitors and for herbs to be planted on the terrace flower beds. Said unmanaged areas to be reviewed in late summer.

District Cllr O'Callaghan left the meeting

24/168 FINANCE – PAYMENT OF ACCOUNTS

Members received a schedule of payments due to date 11 March 2025. It was **RESOLVED** that the payments amounting to £21,132.13 be approved and signed by the Chairman.

24/169 SOCIAL MEDIA

Members noted KTC's Social Media Policy however, there was no actual strategy regarding posts which needed to be worked up. Potential help and technical support may be available from a local person. Usage statistics for the website, Facebook and Instagram would be sought.

24/170 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN – GRANT

None.

24/171 QUESTIONS TO THE CHAIRMAN

Questions were received regarding the following:

- Repatching parts of the highway in West Alvington which had been purportedly damaged by SWW contracted tankers heading to/from the sewage treatment works at Gerston.
- West Alvington Parish Council's current vacancies for co-option.

24/172 EXCLUSION OF PUBLIC AND PRESS

Not required as members of public had left the meeting.

24/173 GRANTS

An early out-of-turn grant application was received for next financial year 2025/26 and it was **RESOLVED** to make a £250.00 grant, under Section 137 of the LGA 1972, to the Royal British Legion Kingsbridge Branch to part-fund 2 memorial services and 2 commemorative events for the 80th anniversaries of VE Day and VJ Day.

24/174 LEASE FOR REAR HALL, QUAY HOUSE

Members noted the current lease dated 11 March 2016 had just lapsed and it was then **RESOLVED** to renew the lease for the Rear Hall at Quay House to TQ7 Hairdressing at a new rental sum as proposed by the current tenant. Related matters such as lease duration, rent reviews and break clauses to be agreed in liaison with the current tenant. If possible for the lease to be settled between KTC and the tenant however, if more complicated matters arose then solicitors should be employed.

24/175 STAFFING

It was **RESOLVED** to note that a KTC Members' interview panel had, under delegated powers, appointed Katharine Harrod as the new Town Clerk on 20 February 2025. Kathy would join KTC on 7 July 2025 to commence a handover and would take over the role of Town Clerk and Responsible Financial Officer on 1 September 2025.

The meeting closed at 8.57 p.m.

..... Presiding ChairmanDate

Annex:

A. Public Open Forum.

Public Open Forum

- 1.** Lee Bonham and Clive Rollinson, from Kingsbridge Park Community Tennis (KPCT), stated that the group wished to make a request to KTC for a £5,000 grant to part-fund the resurfacing of the 2 tennis courts in the Recreation Ground. While the courts had been re-surfaced 17 years ago the recommended time window was 8 to 10 years. The courts were owned by SHDC and managed by KCPT which was a not-for-profit Community Interest Company and aimed to encourage greater participation in tennis for the health and social benefit of the Kingsbridge community and surrounding area. Access was available to everyone on a 'pay and play' basis alongside a Friends' subscription on a monthly basis at £5.20 per month. The Lawn Tennis Association could support loans but did not provide grants. A grant application with all relevant information would be forwarded to KTC, to be included in the next budget round in April/May, and they hoped that Members would be able to support it.
- 2.** The Chairman had received an email from Andrew Lidstone who had attended 2 previous council meetings to lobby for overgrown vegetation to be cut along Belle Hill. He was pleased that a start had been made and encouraged the local authorities to sustain the effort.