

**MINUTES OF THE MEETING OF KINGSBRIDGE TOWN COUNCIL HELD IN THE  
COUNCIL CHAMBER, QUAY HOUSE, AT 6.30 P.M. ON TUESDAY 9<sup>th</sup>  
DECEMBER 2025**

**Present:** Cllr Anne Balkwill  
Cllr Philip Cole  
Cllr Martina Edmonds  
Cllr Steve Mammatt  
Cllr Graham Price (Chairman)  
Cllr Dannielle Rawstron  
Cllr Mel Rollinson  
Cllr Julie Taylor  
Cllr Paul Vann

**In Attendance:** District Cllr Denise O'Callaghan  
District Cllr Susan Jackson,  
County Cllr Julian Brazil.

Four Members of Public  
Katharine Harrod (Town Clerk)

**25/103 APOLOGIES FOR ABSENCE**

Apologies were received from, Cllr Mike Jennings, Cllr Chris Povey, Cllr Julia Wingate, Cllr Lorna Yabsley

**Public Open Forum –**

- A local taxi driver attended to raise concerns regarding the Town Council's decision to place a chain across the access to the car park in response to ongoing parking issues. He explained that this measure created an accessibility difficulty for himself and other taxi drivers when seeking to reach Age Concern, as they were required to remove and replace the chain each time they entered or exited the parking area. He cited the Equality Act, highlighting the need to make reasonable adjustments to ensure the disabled and elderly people are not discriminated against when accessing the centre. The Chairman thanked him for his contribution.
- A letter was read out from the Chairman of Kingsbridge Age Concern @ Kingsbridge Care Hub providing their observations regarding access to the Town Council parking. A request was made for those observations to be considered when discussing a long-term plan for access.
- A resident raised the problem of those parking outside the primary school on the junction causing serious visibility issues. Councillors noted that parking on the school road markings is an enforceable offence. The resident will forward photographs of the issue for it to be reported to the police and Devon County Council Highways Enforcement. The school will also be contacted with the details to enable a request for considerate parking to be shared with parents/guardians.
- A resident raised concerns with District Councillors that a drainage condition in respect of the Dennings planning application (3463/25/ARC) had been submitted on 25<sup>th</sup> November and approved on 3<sup>rd</sup> December. It was noted this was a non-

statutory consultation, however, the decision appears to have been made with undue haste.

- The Kingsbridge Celebrates Christmas Chairman thanked Kingsbridge Town Council for their continued support of the event. An offer was made to sell mulled wine at the forthcoming carolling event on 19<sup>th</sup> December, the Councillors accepted the offer.
- Regarding the proposed seating project for the Town Square a request was made for the consideration of cabling or uplighters to be incorporated for use with town events. A request for seating was made on the peripheries of town, it was confirmed that this was already in hand.
- It was noted that a bench on the footpath to West Alvington needs to be replaced. Kingsbridge Town Council will contact Baker Estates with a request to replace it.

## **25/104 SUMMARY REPORTS: POLICE, DEVON COUNTY COUNCIL & SOUTH HAMS DISTRICT COUNCIL REPRESENTATIVES**

**104.1 Police Report received from PCSO Eabry** - No report received.

### **104.2 Cllr Julian Brazil**

There was positive news regarding children's services, particularly in relation to care leavers and their accommodation. The work being carried out in this area was commended.

Flooding remains a local issue. Kingsbridge Town Council continues to undertake additional maintenance at their own cost, Cllr Brazil will seek to obtain further support from the County Council. A meeting with South West Water is planned once the new executive is in place, with Kingsbridge flooding identified as a key matter for discussion. It was also noted that water quality in Kingsbridge is mixed, and that the local MP is due to raise this issue with South West Water directly.

The A379 at Chillington will be subject to a full 24-hour closure from late January through to March to allow National Power to renew power cables. Full details of the closure will be publicised to ensure residents are informed.

Concerns have been raised by a resident regarding the introduction of double yellow lines on Embankment Road. Highways explained that restrictions must be applied to both sides of the road if introduced. This measure was originally requested by the community and has been supported by both residents and the Town Council.

Issues were also reported with road closure signage. Signs have at times been placed within the carriageway, causing vehicles to swerve, and in other cases closure signs have remained in place despite roads being open. A request was made for signage to be managed more carefully. Devon County Council is lobbying government to enable fines where companies fail to manage signage appropriately.

Further to the damage at Donovan's in Fore Street. Councillor Brazil acknowledged that accidents cannot always be prevented. A pragmatic discussion was agreed with the Highways Officer to consider how mitigation measures could be implemented.

### **104.3 South Hams District Council Report:**

**Cllr Jackson:**

Due to the weather, we have again had pumping trucks on the quay to reduce the impact of the high tide/poor drainage.

Because of the storm it is possible that some waste and/or recycling collections were unable to take place, if you know anyone who has not had their weekly collection please contact South Hams District Council.

The LGR 4-5-1 proposal is a plan for Local Government Reorganisation (LGR) in the county of Devon. This has now been submitted, the official documents are available on the South Hams District Council website. Officers have worked hard to create this proposal, particularly with trying to engage with communities and the residents. A response to the submission is expected from Westminster by June.

**Cllr O'Callaghan:**

At the Executive meeting last week, members reviewed car parking permits and tariffs. It was confirmed that charges under the residents' discount scheme and residents' discretionary permits will remain frozen. However, those not covered by these schemes will see an increase of 4%.

A twelve-month trial of card readers for parking fees is due to commence in Dartmouth. Kingsbridge, Totnes, and Ivybridge have requested detailed data on revenue use, and senior officers have pledged to visit each town to discuss potential changes. In Kingsbridge, the perception remains that parking is overpriced and under-used, particularly at Fore Street car park. Feedback has highlighted the need to address this imbalance.

Comparisons were drawn with Totnes, where free parking is available after 6 pm in some car parks. This option is not currently offered in Kingsbridge. In addition, Fore Street car park has been switched from long-term to short-term use, which has resulted in lower levels of occupancy.

South Hams District Council has introduced a new protocol on hunting and associated activities on council-owned land. Essentially, the council will not facilitate such activities.

Finally, a query was raised regarding the option to pay monthly for permits. This proposal is due to proceed, offering greater flexibility for residents.

**Cllrs Brazil & O'Callaghan and 3 members of public left the meeting.**

**THE MEETING CONVENED**

**25/105 URGENT BUSINESS:** The following items of business identified as urgent, having been raised after the issue of the agenda and requiring attention prior to the January meeting:

- 105.1 To consider a payment of £120 to sponsor the publication of 300 tide timetables for 2026
- 105.2 To provide feedback to Devon County Council Highways regarding the closure of the bottom of Fore Street for approximately two weeks in January.

Both items were discussed under minute reference 25/99

**25/106          DECLARATIONS OF INTEREST – see minute reference 99.1.**

**25/107          MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** to approve the minutes of the Town Council meeting held on 11<sup>th</sup> November 2025 without alteration. The minutes were signed by the Chairman.

**25/108          FINANCE**

The minutes of the Finance Committee held on 25<sup>th</sup> November 2025 were received. It was **RESOLVED** to endorse the recommendations therein.

**25/109          PLANNING COMMITTEE**

Councillors reviewed planning application 3433/25/FUL, Quay House Rest Centre, Kingsbridge, TQ7 1DZ, First floor extension to existing building to south west elevation. Response date: 01/01/26

It was **RESOLVED** to submit the following feedback:

Kingsbridge Town Council is supportive of the application subject to clarification of the following:

- The plans do not impose restrictions to the amenity of Fika and the owners of the adjacent buildings.
- The Planning Officer considers the proximity to a listed building and if the proposed development would be considered harmful to the setting of the building.
- A full construction management plan to be agreed beforehand with the Town Council detailing where construction materials will be stored, where workers will park, hours of operation and how the contractors will minimise negative impacts on the environment i.e. noise/dust/waste management.

NB: Any requirement for parking or storage on Town Council land will have to be separately negotiated directly with Kingsbridge Town Council.

**25/110          TOWN CLERK'S REPORT:**

1. Congratulations to the organisers of Kingsbridge Celebrates Christmas for delivering another highly successful event. Despite the weather warnings, the town was bustling, the ice rink was full, and Father Christmas remained busy throughout.
2. Quay House will be closed from 22nd December and will reopen again on 5th January.
3. The Christmas tree and lights around the town are all in place and working well, our sincere thanks go to Roger Gomm and his team for all their hard work, the town looks superb!
4. A reminder to all that free parking is available in the Kingsbridge car parks that are operated by South Hams District Council on Saturday 13th and Saturday 20th December between the hours of 8am and 8pm.
5. A meeting was held with Richard Gauge, Planning Officer, together with Cllr Yabsley, Charlotte, and myself to discuss the Passageways Project. A follow-up meeting has been scheduled for January 2026.
6. Lyndsay Sizer recently met with Cllr Yabsley, Charlotte, and myself to review social media marketing. Proposals have since been received to strengthen and enhance our current provision.

7. Nick Edmonds, Property Services Supervisor and David Wyatt, Tree Warden, are due to attend a meeting with the Property and Recreation Committee regarding the Town Square Seating Project in February 2026.
8. An increasing number of requests for CCTV footage have recently been received from the Devon & Cornwall Police, we hope this is a 'blip' but we are now logging all details of the dates and times spent viewing footage.
9. Works to Room Two, the kitchen entrance and WC will commence on 5th January 2026. Interim connections have been dealt with in the WC to enable full access to the wall.
10. We have received confirmation that we have been allocated a free Small Leaf Lime tree from Saving Devon's Treescapes. This will be planted on the Embankment to replace a tree that recently died.
11. A letter has been received from the Kingsbridge in Bloom Committee providing a response to the points raised at the meeting. The Committee are grateful for the ongoing support from Kingsbridge Town Council and remain committed to working closely with us, and their other partners, to keep the town looking its best. Today I was invited to see their exciting new wild flower project in progress. This is being led by Stella Exeley, an RHS master grower, from Hare Spring Cottage Plants. Despite the dreadful weather there was a good turnout of volunteers and it was clear they had been very productive.

## **25/111 BUSINESS TO BE NOTED/DISCUSSED**

111.1 Devon Libraries Consultation – Councillors **RESOLVED** to send a response objecting to proposals to reduce library opening hours by over 30% across the South Hams. Reasons for this included:

- The trained librarians are excellent.
- The library is a community hub.
- Used by many different groups and organisations.
- Considered to be an essential warm space.
- In a rural area it is not logistically possible to attend other libraries if the one you use is not open.
- There are often people waiting for the library to open at 9am.

All councillors were also urged to submit individual responses if they had not already done so.

The consultation runs until Sunday 22<sup>nd</sup> February 2026. Forms can be completed online, at local libraries, or returned by post.

## **25/112 REPORTS ON MEETINGS OF OUTSIDE BODIES AND AUTHORITIES / AGENCIES**

### **112.1 Kingsbridge Community Economic Plan Steering Group:**

The team continue to consider the content of the consultation and the best methods of obtaining sufficient information to ensure that the future wishes of both residents and businesses will be taken into account. The next meeting will be held at Quay House on 7<sup>th</sup> January 2026, 4.15pm and 5.15pm. All are welcome to attend.

### **112.2 Police Advocate Report - Cllr Taylor, see APPENDIX A.**

## 25/113 FINANCE AND GOVERNANCE

### 113.1 Finance:

Members received a schedule of payments; it was **RESOLVED** that the payments amounting to £20,445.05 be approved and signed by the Chairman.

In addition to the below invoices have been received for Kingsbridge Electrical Services £2074.39, Studio Flowers £50, and Electric Centre £10.21 these were also approved for payment and will be ratified at the January meeting.

Description	Supplier	Net	VAT	TOTAL
Scribe set up costs	Starboard Systems Limited	856.00	171.20	1,027.20
Telephone Charges	Pulse8 Communications Ltd	95.45	19.09	114.54
Electricity - Garage	Octopus Energy	23.72	1.19	24.91
Electricity - Bandstand	Octopus Energy	18.30	0.92	19.22
Electricity Quay House	Octopus Energy	629.49	31.47	660.96
Salary	Teignbridge District Council	2,222.71		2,222.71
Salary	Teignbridge District Council	1,245.62		1,245.62
Salary	Teignbridge District Council	628.35		628.35
Bandstand - Premises Licence	South Hams District Council	180.00		180.00
War Memorial - cleaning	Fine Shine Ltd	120.00	24.00	144.00
War Memorial - cleaning	Fine Shine Ltd			
Christmas Lights - display electrics	Lamps & Tubes Illuminations Ltd	322.80	64.56	387.36
QH - garage & resilience store maintenance	Greenspace	1,233.45		1,233.45
Expenses - QH car park sign	Wills Marine	23.96	4.79	28.75
Grounds Maintenance Contract	Greenspace	50.00		50.00
Grounds Maintenance Contract	Greenspace	405.00		405.00
Expenses - Flood resilience equipment	Gomm, Mrs Ann	14.00		14.00
Expenses - Flood resilience equipment	Gomm, Mrs Ann	104.35		104.35
Electricity Quay House	Octopus Energy	903.85	45.19	949.04
Electricity - Garage	Octopus Energy	25.29	1.26	26.55
Kitchen Expenses	Harrod, Mrs. Katharine	17.50		17.50
Confidential Waste Shredding	Plymouth Self Storage	21.83	4.37	26.20
Kitchen Expenses	Beacon Electrical	204.15	40.83	244.98
Christmas Lights	Electric Center	50.41	10.08	60.49
Stationary	Viking Direct	89.43	17.89	107.32
QH - Various maintenance	Heritage Preservation (South West) Ltd	1,132.87	226.58	1,359.45
Christmas Lights	J S Access Services	1,110.00	222.00	1,332.00
Christmas tree	Bugford Nurseries	695.00		695.00
Internal Audit Fees	IAC Audit & Consultancy Ltd	395.00	79.00	474.00
Weed & moss killer	Greenspace	477.60		477.60
Remembrance Sunday - road closures & PA system	PJT Events	1,525.00	305.00	1,830.00
Minor grounds maintenance	Greenspace	4,562.65		4,562.65
QH - cleaning	Hawkes, S A	326.00		326.00
Wreath	Royal British Legion	28.50		28.50
				<b>20,445.05</b>

## 25/114 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN:

114.1 Councillors **RESOLVED** not to sponsor the publication of 300 tide timetables for 2026 at a cost of £120.

NB: Cllr Mammatt declared an interest in items pertaining to the Information Centre, he answered questions regarding the publication and withdrew from the vote.

114.2 Devon County Council Highways have requested feedback regarding the closure of the bottom of Fore Street for approximately two weeks in January. Drainage works are due to take place near Peacocks in January, the nature of the works will require the road to be closed at the roundabout for approximately two weeks to enable people to go into the drainage systems to assess them and ensure that there is no serious damage that would require further work.

Councillors fully appreciate the need for these works to take place and are supportive of measures to help reduce the regular flood problems experienced in the town but for obvious reasons they don't want to see Fore Street closed. While this for some, is a quieter time, there are some shops that would increase trade due to the January sales.

A suggestion to reverse the one-way system on Mill Street to enable access to Fore Street was deemed unlikely to work due to the volume of HGV's, busses and other large vehicles that would not be able to make the left turn from one road to the other. Unfortunately, businesses on Fore Street are generally unable to request smaller delivery vehicles as many deliveries come from large distribution centres.

It was agreed more specifics are required, can the work be carried out at night, does the whole area have to be closed, can the street be open when works are not taking place, is a schedule of work available?

Further to the information received from Cllr Brazil earlier in the meeting there were also concerns that this would coincide with the planned Chillington closure.

Although not directly connected, it was positive to note that four dates in January have been suggested for a meeting of The Kingsbridge Partnership.

**25/115            QUESTIONS TO THE CHAIRMAN - None**

**25/116            MEETING CLOSURE AND DATE OF NEXT MEETING:**

Date of next meeting: 13<sup>th</sup> January 2026

Future agenda items: Members to notify the Clerk of any potential agenda items.

*The meeting closed at 20.06 p.m.*

Signed as a true record: \_\_\_\_\_

Print Name & Date: \_\_\_\_\_

Distribution List: All current Town Councillors, Kingsbridge Town Council Website.  
For Information: e-circulation to: Councillor representatives - South Hams District Council and Devon County Council.

**Police Advocate Meeting 4<sup>th</sup> November 2025:**

Prior to the formal commencement of the meeting, councillors raised several questions which were addressed by attending officers.

**1. Crime and Anti-Social Behaviour (ASB) Overview**

Ivybridge:

- PC Summers reported ongoing ASB concerns in Ivybridge, with plans to increase safeguarding and prevention measures.
- Enforcement officers continue to face verbal abuse from some individuals during school drop-off and pick-up times.
- Ivybridge recorded 107 crimes, the highest in the area.
- ASB in Ivybridge will continue to be closely monitored.
- “Cherry picking” / “knock-out ginger” incidents are occurring frequently and affecting local residents.

Kingsbridge:

- Kingsbridge recorded 66 crimes, an increase on previous figures.
- Stalking cases: 38, with stalking-related theft showing a reduction.
- Public order offences: issues linked to a previously noted case have remained quiet for the past three weeks, and wider issues are reducing.
- Officers continue twice-weekly meetings to monitor behaviour.

Dartmouth:

- Crime levels are down: 56 ASB incidents and 113 crimes.
- Dartmouth’s staffing pressures are being supported by Kingsbridge Neighbourhood Police.

**2. Crime Statistics (Sept–Oct)**

- 307 crimes recorded across the area, compared with 294 in the same period last year.
- Offences include domestic abuse and criminal theft (shoplifting).
- Police are issuing social media safety messages, including burglary and shoplifting awareness.

**3. Incident Coverage**

- Total incidents attended: 633
- 69 related to Ivybridge
- 49 related to Kingsbridge

**4. Staffing and Resourcing**

- Police are reviewing staffing levels over the next 18 months.
- New officers are expected for Totnes and other areas.
- Dartmouth will receive one new officer.
- Sickness in Dartmouth is being covered by Kingsbridge officers.

**5. Operational Focus Areas**

- Business Action Week - engagement with retailers and crime prevention.

- Drug enforcement - including a drug bust at South Brent Industrial Estate.
- Knife crime - ongoing focus and awareness.
- Seasonal interventions - successful police presence during Halloween and other events.
- Christmas Market planning - PC Shardlow is coordinating police visibility and response for upcoming festive events.

#### **6. Fraud and Cybercrime Alerts**

- Cllr Steel raised concerns about suspicious phone calls requesting people to repeat a range of words such as book titles, random words, or phrases. Police advise reporting these incidents.
- Cllr Dredge highlighted “fishing” (phishing) scams, a national fraud issue where criminals impersonate trusted organisations to obtain personal information.

#### **7. Licensing**

- Kizzy reported that the Kingsbridge Team will be reviewing local licences over the coming year.

#### **9. Next Meeting - Thursday 18 December 2025 at 1pm**

## **Councillor Advocate Meeting Report**

### **Held at Plymouth Argyle - Wednesday 3 December 2025**

The meeting was highly informative, with presentations from drug treatment providers, prevention teams, and community partners working to reduce harm and support vulnerable individuals across the region.

#### **1. Drug Treatment and Wellbeing Services**

Two drug treatment programmes delivered presentations outlining current support pathways and emerging challenges.

A representative from a Safe Wellbeing Hub in Penzance also spoke about their work, noting that additional hubs are being established across the region to widen access to support.

#### **2. Plymouth Argyle Trust - Youth Support and Early Intervention**

The Plymouth Argyle Trust provided an overview of their work with young people who are disengaged, struggling at school, or at risk of offending.

Key points included:

- The use of sport and physical activity chosen by the young person as a tool to build trust, confidence, and positive routines.
- The Trust works closely with other professional agencies to provide wrap-around support.
- They recently completed one week of work at Kingsbridge Community College (KCC) and are willing to continue.

#### **3. Lift Legend - Designated Driver Scheme**

A seasonal initiative encouraging safe travel during the Christmas period:

- Designated drivers inform bar staff and receive vouchers for free soft drinks.
- St Austell Brewery has confirmed that all 40 of its pubs are participating.
- Any pub may apply to join the scheme.

#### **4. Operation Scorpion - ACC Andy Hill**

ACC Andy Hill outlined the ongoing regional operation aimed at tackling drug supply and exploitation.

Key elements include:

- a. Intelligence-led policing targeting drug activity.
- b. Regional coordination through a dedicated disruption team.
- c. Recognition that drugs are entering the region via fast-parcel services, postal routes, airports, and traditional transit routes.
- d. Focus on organised crime groups, working with multiple partners to disrupt supply chains.

Additional insights:

- 75% of previous crimes are linked to violence and drugs.
- Local young people are being exploited; average age of those involved is 21, with runners aged 15–17.
- Recruitment is increasingly done via Snapchat, TikTok, and other social media platforms.

#### **5. Operation Pester**

This operation focuses on disrupting drug dealing networks:

- Police send disruption texts to mobile numbers linked to drug activity, reducing their usefulness to dealers.
- New powers are being introduced relating to:
  - Child Criminal Exploitation (CCE)
  - Coerced internal concealment
  - Cuckooing

Ketamine use was highlighted as a growing concern, with usage estimated at up to 85% among students.

#### **6. Prevention and Harm Reduction**

ACC Sturland provided an update on prevention work aimed at reducing drug-related deaths and non-fatal overdoses.

Police and partners are testing:

- Vapes
- Edible sweets
- Spice
- TSB / THC products

Operation Vapes (2024 - 2025)

- Clarified that it is not illegal for under-18s to possess vapes, but it is illegal for them to purchase them.
- Usage peaks in Year 9.
- This is a partnership-led operation.

Operation Opossum - Drink Spiking

- Focuses on testing drinks and urine samples for evidence of spiking.
- 292 cases have been reported to date.
- A free online drink-spiking awareness training programme is available to the public and licensed premises.

#### **7. Commissioner Alison Hernandez - Reporting and Current Issues**

A question was raised about anonymity in reporting forms.

The Commissioner clarified:

- Standard reporting forms are not anonymous.
- Those wishing to remain anonymous should report via Crimestoppers.
- Third-party reporting is an option, allowing someone else to report without naming the victim.

She also highlighted recent activity including:

- A major drug bust
- An ASB case review (three cases reported within six months)
- Pubs Against Drugs initiatives
- A Licensing Act deregulation review

The meeting concluded following the Commissioner's update.