

MINUTES OF THE MEETING OF KINGSBRIDGE TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, QUAY HOUSE, AT 6.30 P.M. ON TUESDAY 13th JANUARY 2026

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

In Attendance: District Cllr Denise O'Callaghan
Five Members of Public
Katharine Harrod (Town Clerk)

25/117 APOLOGIES FOR ABSENCE

Apologies were received from, Cllrs Mammatt, Rawstron & Devon County Cllr Julian Brazil and South Hams District Councillor Susie Jackson.

Public Open Forum –

Two residents raised concerns about the installation of double yellow lines along Embankment Road. They have contacted officers at Devon County Council to understand the justification for placing the lines directly outside their property, but the responses received have not provided the necessary detail. They have made repeated attempts to obtain evidence supporting the decision, yet the information remains insufficient.

They believe the proposed restrictions could devalue their property and impact existing parking pressures, which they note is not the intention of the Council. They emphasised that there has never been an issue with parking outside their property and that Kingsbridge Town Council's 2024 support related solely to the opposite side of the road. Councillors confirmed their support was given to one side of the road. The Town Clerk was approached about this in November and December 2025 and had suggested, if they felt information was being withheld, they could submit a Freedom of Information request. It was noted this had not been done.

Councillors suggested that they give serious consideration to submitting a request and in addition the Town Clerk would review the situation and provide an update to the Councillors for consideration.

Two members of public left the room.

25/117a The next item was brought forward from 25/121 by the Chairman for discussion:

Councillors **RESOLVED** to support a request for S106 funding, allocated to football, be spent on a 3G astroturf pitch and associated facilities at the Torr Quarry site outside of the Kingsbridge boundaries.

Councillors requested that trees be planted around the site if the plans come to fruition.

One member of public left the room.

25/118 SUMMARY REPORTS: POLICE, DEVON COUNTY COUNCIL & SOUTH HAMS DISTRICT COUNCIL REPRESENTATIVES

1. **Police Report received from PCSO Eabry** - No report received.
2. **Devon County Council Report from Cllr Julian Brazil** – No report received,
3. **South Hams District Council Report:**
 - a) Wales & West Utilities were commended for their response during the recent gas outage. The community worked together, supporting neighbours and friends to stay safe and warm, with a hub established at Malborough Village Hall. Simon from Localities provided significant assistance by transporting heaters and hot plates to Kingsbridge. While the short-term response was handled well, there are areas for improvement. Down the line it is understood that there will be compensation for those affected, this is for Wales and West Utilities to deal with.
 - b) A meeting regarding Fore Street Car Park is scheduled for February, following feedback on the increased pricing structure and the shift to short-stay parking only. A balanced approach is needed, and it is hoped that a workable solution can be reached.
 - c) Cllr Balkwill queried the Localities funding cycle; the next allocation is due in April 2026.
 - d) Concerns were raised about ongoing antisocial behaviour at the Quay car park involving Land Rover Discoveries. Issues include vehicles parking near residential properties, engines left running, and the use of horns and air horns late at night, sometimes from 9.30pm until 2am. Although the police have been informed, the nuisance continues. Enforcement is lacking, with reports that the parking officer feels intimidated and is unable to act. There is also no ANPR camera in place. Cllr O’Callaghan will investigate the matter further.

THE MEETING CONVENED

25/119 URGENT BUSINESS:

The following was identified as urgent business to be considered at this meeting: To support Salcombe Harbour Authority’s upcoming maintenance dredging campaign due to take place in March 2026.

25/120 DECLARATIONS OF INTEREST: None received.

25/121 BUSINESS TO BE NOTED/DISCUSSED

1. An update was provided on the recent gas supply disruption following damage to the local gas main on 3 January, which resulted in more than 4,600 properties losing supply. Most households were without gas for three nights, during which

temperatures fell to around -2°C . The Council will refresh its emergency plan in collaboration with neighbouring towns and parishes to ensure a robust and coordinated approach. Clarity is needed on the role of towns and parishes within the wider response structure, as Devon County Council and South Hams District Council held meetings about the incident without inviting the affected communities to participate.

Limited information was shared by SHDC and DCC during the incident, although the SHDC Localities team provided significant support. Kingsbridge Town Council responded effectively as a team.

Updates to the emergency plans will include extension of the 'guardian angels' scheme (previously used during Covid) to ensure that each area of the town is sufficiently covered should the need arise. There is also a need to maintain contact details for second-home and holiday-let owners although it was noted that data protection issues could be problematic.

Vulnerable residents must ensure they are registered with the Priority Services Register held by their utility providers.

How to register

- Find your supplier: Check your bill or Ofgem's website to identify your electricity, gas, and water providers.
- Contact them: Visit their website (look for "Priority Services Register," "Vulnerable Customers," or "Extra Support") or call them.
- Provide details: Explain your needs (e.g., need large print bills, medical equipment, or extra help in power cuts).
- Apply: You can often sign up online, via an application form, or over the phone.
- Repeat for all suppliers: You must register separately with each of your energy, water, and telecom providers.

Please see the Town Clerks Report for further details.

It was agreed that the Environment, Transport and Resilience Committee would hold a wash-up meeting on 27th January (Property and Recreation would be deferred to 24th February).

2. To consider a request for S106 allocated funding to be spent on a 3G football pitch at the Torr Quarry site outside of the Kingsbridge boundaries. Refer to minute reference 25/117a.
3. The main access to Fore Street is due to be closed on 19th January for a period of approximately two weeks while essential work is undertaken to assess the damage to the underground systems. Fore Street itself is NOT closed, but access will be restricted to cars and small commercial vehicles following reversal of the one-way system on Mill Street for the duration of the period of work.

There will be no access to HGVs, buses, or similar sized vehicles during this time. DCC officers have visited businesses on Fore Street to provide information and discuss concerns. Unloading bays for HGVs are due to be created at the Cookworthy Museum and adjacent to the Sorting Office on Bridge Street.

A social media promotion will take place to clarify this. Councillors are requested to share the information once it's been issued.

Cllr O'Callaghan left the meeting.

4. Further to a meeting of the Finance Committee on 8th January 2026, Councillors were advised that the second draft budget had been reviewed and further alterations had been made. Following discussion, Councillors **RESOLVED** to approve an increase to the Council Tax Band D rate for FY 2026/27 to £139.77, this represents an increase of £26.16 per annum (0.503 pence per week, or equivalent to a 25% increase), calculated by a Council Tax Base rate of 2485.51 for a precept at £347,391. Proposed Cllr Wingate, seconded Cllr Edmonds and approved by all.

It was further **RESOLVED** that staffing hours for one member of the reception team be increased by a total of five hours per week effective 1st February 2026.

25/122 TOWN CLERK'S REPORT:

1. At approximately 1.30pm on Saturday 3rd January the main gas supply covering Kingsbridge and Salcombe was disrupted, by 2.35pm we had notified the Councillors and started preparing to deal with a potential major disruption. At 4pm we were back in the office and had started to inform people across the affected area of the situation, provide updates and to help ensure that vulnerable people were assisted wherever possible. We initiated our emergency plan shortly after.

Our wonderful Councillors and Reception team must be commended for their immediate response. Between Sunday evening and Wednesday afternoon, we distributed hundreds of fan heaters, plate warmers and heat packs from the office on behalf of Wales and West Utilities.

Wales and West Utilities should be commended for the speed of their response, quick provision of heating units and, most importantly, for their teams of staff who have worked hard to see everyone reconnected.

South Hams District Council Localities Team have also been working extremely hard, they have helped us to distribute the heaters/hot plates and have been on hand constantly to help where help was required. We lost track of the number of deliveries they made to the office and to vulnerable people who were not able to get to us.

By the afternoon of Wednesday 7th January, most properties had been reconnected.

During the entire time, the whole community really pulled together well, their kind attitudes, goodwill and ability to keep smiling despite having no heating across three or more very cold evenings has been inspiring.

We are extremely fortunate to live in an area where there is still a high level of care for friends and neighbours, this became more apparent than ever during the first week of the year. We are deeply grateful to the community for all your help and support throughout this emergency!

2. From one emergency to another, on Friday 9th January we arrived at the office to find one of our established trees on the front green had been felled by Storm Goretti, there was also an issue with storm damage at the allotments. Our contractor made both areas safe on the same day although there is some work still required at the allotments to move some heavy tree branches. Tree work is also due to take place at the cemetery but this is not related to the storm.
3. The Christmas tree and lights around the town were taken down on 2nd January. The annual costs look to be within budget for the year. Once again, our sincere thanks go to Roger Gomm and his team for all their hard work!
4. Due to the gas issues, the follow up meeting with Richard Gauge, Planning Officer, regarding the Passageways Project has now been rescheduled and is likely to take place in early February.
5. I met with SHDC Officer Guy Pedrick regarding proposed improvements to the Memorial Shelter adjacent to the war memorial. It was a positive meeting, and we look forward to receiving permission to proceed once the colour palettes have been provided and approved.
6. During December we received confirmation that two funding bids had been approved, one was for £650 of resilience equipment, the second was £7,500 towards CCTV equipment on Fore Street.
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.
8. Works to Room Two, the kitchen entrance and WC commenced on 5th January 2026. The cost of works has risen slightly due to further issues being found once the plaster had been removed from the walls, however, this is not unexpected in a building of this age/construction.
9. We have not yet received the free Small Leaf Lime tree from Saving Devon's Treescapes. This will be planted on the Embankment to replace a tree that recently died.
10. The proposed tree works details for Cattle Market Car Park will be included in the February 2026 Agenda.
11. It has been confirmed that the Recreation Ground Café Lease has been awarded, it is anticipated to reopen in spring 2026. It has also been confirmed that the Squares Quay, Non-Motorised Watersports Hub lease has been re-issued.
12. A meeting re the Fore Street Car Park is due to take place in February, date to be confirmed.

Two members of public left the meeting.

25/123 REPORTS ON MEETINGS OF OUTSIDE BODIES AND AGENCIES

1. **Kingsbridge Community Economic Plan meeting 7th January 2026:**
The group has now moved on to consideration of the feedback received from the surveys completed by the young people in and around the town. The Mayor, Town Clerk and SHDC Officer met to discuss how to best proceed with the project. It has been agreed that the issue of the consultation will take place in April 2026 and will last for three months.

2. **Police Advocate Update – Cllr Taylor: See Appendix A**

3. **Carol Singing 19th December 2025:** The carol singing was well received with many people attending on the evening, Dulcie Dixon managed the crowd well and we were able to raise funds for the Mayors Charity. We look forward to the 2026 event!

4. **Kingsbridge Ropewalk Meeting 12th December 2025:**

- Legal agreements for the Brownfield option are now in their final stage.
- Technical work is ready to mobilise as soon as the option is in place, ensuring no further delay to surveys for a planning submission.
- Public consultation is anticipated between March and May 2026.
- Greenfield site work will resume Q1 2026, following the Brownfield option being in place.

25/124 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN

As identified under item 25/119 above, Councillors agreed to support Salcombe Harbour Authority's upcoming maintenance dredging campaign due to take place in March 2026.

25/125 QUESTIONS TO THE CHAIRMAN – None

25/126 FINANCE & GOVERNANCE:

Members received a schedule of payments; it was **RESOLVED** that the payments amounting to £25,000.75 be approved and signed by the Chairman

Kingsbridge Town Council - Approved Payments January 2026

Description	Supplier	Net	VAT	Total
QH - Various Electrical Works	Kingsbridge Electrical Svs	30.00	0.00	30.00
QH - Various Electrical Works	Kingsbridge Electrical Svs	44.39	0.00	44.39
QH - Various Electrical Works	Kingsbridge Electrical Svs	3,500.00	0.00	3,500.00
QH - Various Electrical Works	Kingsbridge Electrical Svs	2,000.00	0.00	2,000.00
Expenses - Carols Evening	Gomm, Mrs Ann	50.00	0.00	50.00
Christmas Lights - cable ties	Electric Center	8.51	1.70	10.21
Cemetery - Water	Source for Business	21.33	0.00	21.33
Water - Quay House	Source for Business	285.27	0.00	285.27
Photocopier Hire	Ricoh UK Ltd	244.81	48.96	293.77
Fire Extinguishers - service	Chubb Fire & Security Ltd	350.40	70.08	420.48
Telephone Charges	Pulse8 Communications Ltd	95.45	19.09	114.54
Remembrance Day Silver Band	Kingsbridge Silver Band	175.00	0.00	175.00
Postage	Harrod, Mrs. Katharine	3.85	0.00	3.85
Postage	Brock, Mrs Charlotte	54.41	0.00	54.41
Grounds Maintenance	Greenspace	50.00	0.00	50.00
Grounds Maintenance	Greenspace	405.00	0.00	405.00
Allotments Manure	Harrison, Mr	50.00	0.00	50.00
Christmas Light Repairs	Kingsbridge Electrical Svs	461.73	0.00	461.73
Christmas Light Repairs	Kingsbridge Electrical Svs	2,080.00	0.00	2,080.00
Christmas Lights	J S Access Services	230.00	46.00	276.00
Christmas Lights	J S Access Services	620.00	124.00	744.00
Bank Fees	Barclays	8.50	0.00	8.50
QH - Towel Rental	Johnsons Workwear	15.84	3.17	19.01

Carols on the Bandstand	Kingsbridge Silver Band	175.00	0.00	175.00
Salary	Teignbridge DC	2,705.10	0.00	2,705.10
Salary	Teignbridge DC	1,250.00	0.00	1,250.00
Salary	Teignbridge DC	1,250.00	0.00	1,250.00
Salary	Teignbridge DC	2,222.71	0.00	2,222.71
Salary	Teignbridge DC	1,245.62	0.00	1,245.62
Salary	Teignbridge DC	628.35	0.00	628.35
Salary	Teignbridge DC	2,426.48	0.00	2,426.48
Salary	Teignbridge DC	1,000.00	0.00	1,000.00
Salary	Teignbridge DC	1,000.00	0.00	1,000.00
	Total:	24,687.75	313.00	25,000.75

The following additional payments (received after the issue of the agenda) were also agreed, these will be ratified in February:

Description	Supplier	Net	VAT	Total
Skate Park Floodlights	Kingsbridge Skatepark	4,463.00	0.00	4,463.00
CCTV - replacement signs	Futureclient Limited	444.00	88.80	532.80
Quay House Maintenance	Mark David Design	598.16	0.00	598.16
Expenses - Bandstand Carols	Mike McInerny	100.00	0.00	100.00
Cemetery - tree assessment	Dart Tree Consultancy	722.00	0.00	722.00
QH - Cleaning	Sally Hawkes Cleaning	266.00	0.00	266.00
CCTV - Annual Contract	Sound & Visual Systems Ltd	361.00	72.20	433.20
Scribe Monthly Fee	Starboard Systems Limited	109.00	21.80	130.80
Scribe Monthly Fee	Starboard Systems Limited	109.00	21.80	130.80
Christmas Lights - transformer	Lamps & Tubes Illuminations	148.00	29.60	177.60
	Total:	7,320.16	234.20	7,554.36

25/127 APPROVAL OF MINUTES

It was **RESOLVED** to approve the minutes of the Town Council meeting held on 9th December 2025 without alteration. The minutes were signed by the Chairman.

25/128 PLANNING COMMITTEE

The minutes of the Finance Committee held on 2nd December 2025, and 6th January 2026 were received. It was **RESOLVED** to endorse the recommendations therein.

25/129 MEETING CLOSURE AND DATE OF NEXT MEETING:

Date of next meeting: 10th February 2026

The meeting closed at 20.31 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.

APPENDIX A:

Police Advocate Meeting 18th December 2025

Operation Sceptre activity continued this month, including school visits across the area. PCSO Summers is also monitoring parking issues outside Kingsbridge schools and will maintain regular checks.

Although recent enforcement around e-bikes and scooters has centred on Sherford, the update was noted for awareness. Following reports on 18 November, an underage rider was stopped on 19 November after taunting a police vehicle. The bike was seized and later crushed.

1. Crime Statistics (October - November)

Across the wider area:

- **294 crimes in October**
- **273 crimes in November**
- Increases recorded in **sexual offences (17)** and **commercial burglaries (13)**.

2. Arrest Rates

- Domestic-related arrests: **49.4%**
- RASSO (rape and serious sexual offences): **46.7%**
- Stalking: **26.1%**

3. Area Crime Breakdown (273 total)

- Ivybridge: **102**
- **Kingsbridge & Salcombe: 74** (higher than last year)
- Totnes: **69** (lower than last year)

Kingsbridge-specific figures:

- **37 crimes in October**
- **38 crimes in November**

Although slightly higher, significant work is underway locally around youth engagement, care, and support. Noted: New CCTV for **Fore Street, Kingsbridge** will be installed in 2026.

Rural Kingsbridge:

- 14 crimes in October, mainly stalking and harassment.

Salcombe:

- 14 in October
- 12 in November (notably domestic abuse)

Other areas (for context):

- Ivybridge: 47 (Oct), 55 (Nov) - ASB and shoplifting

- Dartmouth: 13 (Oct), 8 (Nov)
- Rural Dartmouth: 18 (Oct), 20 (Nov)

4. Calls Attended

- Ivybridge: 65
- Totnes
- Ivybridge Rural
- **Kingsbridge: 33**

5. Crimes Identified

- Ivybridge: 55
- **Kingsbridge: 37** - the largest rise, though individuals involved are being actively managed.

6. Operational Focus Areas

- The **Kingsbridge policing team has 10 community events booked**, with updates expected in January.
- Recent activity includes Safer Business Week and Remembrance services.

Recent policing outcomes:

- Thomas Savage, 33 from Kingsbridge is in custody awaiting sentencing for burglary, criminal damage, and assaulting an emergency worker.
- Two males charged with 26 shoplifting offences across Devon, Cornwall, and Somerset after an attempted theft at Morrisons, Totnes.
- A Plymouth resident charged with possession of £50,000 of stolen goods.
- **Operation Tinsel** underway, covering Christmas policing and drink-drive enforcement.
- Dartmouth officers working closely with local shops on crime prevention.
- ASB responses continue across the area, with Dartmouth experiencing a particularly busy November.

8. Next Meeting - Friday 23 January 2026 at 1pm