

**MINUTES OF THE MEETING OF KINGSBRIDGE TOWN COUNCIL
COUNCIL CHAMBER, QUAY HOUSE, AT 6.30 P.M.
TUESDAY 14th APRIL 2026**

Present:

Cllrs: Philip Cole, Martina Edmonds, Mike Jennings, Steve Mammatt, Chris Povey, Graham Price, Danny Rawstron, Mel Rollinson, Julie Taylor, Paul Vann, Julia Wingate (Chair), Lorna Yabsley

In Attendance:

District Cllr Denise O'Callaghan, District Cllr Susan Jackson, Devon County Cllr Julian Brazil.

Two Members of Public

Katharine Harrod (Town Clerk)

26/01 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Balkwill.

Public Open Forum –

Fergus and Gary, the representatives from Kingsbridge Climate Action outlined proposals for a community composting scheme with support from Sustainable South Hams. Two models (drop-off or collection) were discussed. The main challenge is securing a suitable site. District Cllrs confirmed their support to this type of venture. Fergus offered to assist with potential backways improvement project. Councillors congratulated Gary Jolliffe on his recent community award.

Two members of public left the meeting.

26/02 SUMMARY REPORTS: POLICE, DEVON COUNTY COUNCIL & SOUTH HAMS DISTRICT COUNCIL REPRESENTATIVES

1. **Police Report** – None received

2. **Devon County Council Report from Cllr Julian Brazil:**

- a. District and county councils have worked together to provide free parking from 2pm–8pm in Quay Car Park and Fore Street Car Park. Following the traders' meeting, alternative options were requested, particularly a 2 -3 hour free-parking window. It was noted that all-day free parking is not viable as it blocks turnover of spaces.
- b. There is a meeting with Highways tomorrow to discuss a potential one-way system for the remainder of the works. A discussion took place regarding the best options for a one-way system
- c. The traffic light system is now manned, this has helped realise a smoother flow of traffic since it commenced.
- d. The works include a requirement for a new manhole junction because the leat comes under Peacocks and joins the Bridge Street water at that point. In the future they will have to close the walkway between Boots and Peacocks while the junction is installed.
- e. Bus routes around town, specifically Coleridge Bus and Tally Ho services were discussed.
- f. Cllr Brazil advised South Hams District Council are looking at business rates relief, details to be provided.

- g. Update on Slapton Line: Devon County Council await a Government decision on repairs (approximately £20m).

3. **South Hams District Council Report:**

- a. Free parking has been well received by traders and public. It was noted that Devon County Council are paying for the free parking period.
- b. Leisure centres in the area have been able to keep running seamlessly despite Fusion going into administration effective 1st April. Parkwood Leisure have been appointed as short term management. Solar PV installation remains on track.
- c. The distribution of a crisis resilience fund for heating oil for low-income residents is underway. Full details are available on the South Hams District Council website.
- d. A new community woodland site has recently been confirmed as being located just outside Kingsbridge. Details to follow.

THE MEETING CONVENED

26/03 URGENT BUSINESS: None

26/04 DECLARATIONS OF INTEREST: Cllr Cole declared an interest in Finance, minute reference 26/10/1 and withdrew from the discussion and vote.

Cllr Brazil left the meeting.

26/05 BUSINESS TO BE NOTED/DISCUSSED

1. To receive information from Kingsbridge Climate Action re a community composting scheme. Councillors **RESOLVED** to support the venture.

Cllr Jackson left the meeting.

2. A traders meeting took place on 9th April to give traders the opportunity to question Devon County Council and provide their feedback regarding the Fore Street works. A number of action points were raised from this meeting and are currently being dealt with.

We are also liaising with the Community College for small group of future engineers to view the works.

Public relations marketing is required, Cllr Brazil has offered funding from his budget to assist with this. Cllr Yabsley offered assistance.

3. South Hams District Council is offering parishes the opportunity to submit expressions of interest in assets that do not have any operational or financial benefit to the District Council. It was **RESOLVED, subject to clarification of certain liabilities being ascertained**, to accept the recommendations from the working group to request the transfer of nineteen areas of land and the assets within those areas. The areas include Duncombe Park, Recreation Ground and Trebble Park.
Following discussion it was **RESOLVED** to include Cookworthy Road attenuation area to the list as it has the possibility of being a positive environmental area.
4. Councillors **RESOLVED** to request an extension of the 30mph zone on Embankment Road from the cemetery to the A379 Embankment Road/New

Bridge junction. A request will also be made for the police to monitor the area for speeding vehicles.

5. Following discussion, it was **RESOLVED** to approve five of the nominees for Kingsbridge Community Champions. The details of which will remain confidential until they are officially announced.
6. It was **RESOLVED** to elect Cllr Wingate as Town Mayor/Chairman and Cllr Price as Deputy Town Mayor/Vice Chairman for mayoral year 2026/27 and for them to take office at the Annual Council Meeting to be held on 12th May 2026.

26/06 TOWN CLERK'S REPORT:

1. South Hams District Council have awarded a contract to Parkwood Leisure to run their leisure services, after Fusion Lifestyle, the company that currently runs leisure services in South Hams, advised that it had gone into administration. Having recently met with a Fusion Leisure Manager, it was agreed that we would meet again in a few weeks once the outcome of the changes is a little more settled.
2. A meeting took place between Kingsbridge Town Council, South Hams District Council, Adam Sherring and the contractor for the new pump track. Adam also held a public drop-in session during the month. We now await the proposed final designs, these will be shared to enable any relevant and constructive comments to be submitted for consideration prior to the works commencing.
3. Cllr Balkwill and I attended the Kingsbridge in Bloom meeting at the Care Hub. This was an opportunity for gardening groups to come together, share ideas, co-ordinate pans and celebrate the fantastic works happening across Kingsbridge.
4. Cllr Wingate and I attended the Kingsbridge Celebrates Christmas AGM. The team need support from anyone who is willing to lend a hand on the day for a couple of hours, or better still, someone full of the Christmas spirit who would like to join them in organising the event.
5. The Annual Town Meeting took place on Saturday 28th March. We were joined by the local police, local fire brigade and Suzi Garrod from Next Steps Together at Tumbly Hill. Over the three and a half hours we met a number of residents and were able to share information on a variety of subjects. Thank you to everyone who came to see us.
6. Further to the gas outage in January and the meeting held at Malborough Village Hall on 6th March, South Hams District Council held an emergency incident response meeting at Follaton House. Following the meeting they have issued a number of actions that include:
 - SHDC will ensure that towns & parishes are kept up to date (where appropriate) when implementing the Emergency Response Plan
 - SHDC will ensure that press releases are sent to all appropriate town & parish contacts
 - Towns & parishes to work together to share emergency response plans and information on resilience stores and evacuation centresKingsbridge Town Council welcomes these actions as a positive response to issues that arose during the gas outage.

Cllr O'Callaghan left the meeting.

7. South Hams District Council are looking to tighten up the agreements when licenses are issued for town fairs, this includes full details regarding waste management agreements, health & safety policies and any relevant legal considerations. These details should already be in place by the respective fairground operators and as such, Kingsbridge Town Council do not anticipate impact on any events held in the town.

26/07 REPORTS ON MEETINGS OF OUTSIDE BODIES AND AGENCIES

1. **Kingsbridge Community Economic Plan:** The consultation questions are now almost finalised. A meeting is due to take place on Wednesday 15th to review the design work. The consultation is scheduled for May 2026.
2. **Police Advocate Meeting:** Councillors/residents are invited to contact Cllr Taylor with any questions they wish to raise with the police.

26/08 BUSINESS BROUGHT FORWARD BY THE CHAIRMAN - None

26/09 QUESTIONS TO THE CHAIRMAN

1. The legal status of a scrap vehicle was queried; police are aware, no action needed.
2. It was confirmed that another trader's meeting will take place within the month.

26/10 FINANCE & GOVERNANCE:

1. Councillors **RESOLVED** to pay the annual grant of £2,500 to the Cookworthy Museum with immediate effect.
2. Members received a schedule of payments; Councillors **RESOLVED** the ratification of payments re voucher numbers 392-402 and **RESOLVED** that the payments for voucher numbers 7 – 27 be approved.

<u>Kingsbridge Town Council April 2026 Payments</u>			
Voucher	Description	Supplier	Total
392	Electricity Quay House	Octopus Energy	127.76
393	Electricity - Bandstand	Octopus Energy	17.36
394	Electricity - Garage	Octopus Energy	23.31
395	Electricity Quay House	Octopus Energy	1,042.57
396	Bank Fees	Barclays	8.50
397	Salary	Teignbridge District Council	318.72
397	Salary	Teignbridge District Council	1,901.26
397	Salary	Teignbridge District Council	1,876.70
398	Bank Fees	Unity Trust Bank	0.30
399	Bandstand - variation of Premises Licence	Harrod, Mrs. Katharine	89.00
400	Salary	Teignbridge District Council	5,326.12
400	Salary	Teignbridge District Council	210.55
400	Salary	Teignbridge District Council	100.95
401	Quay House Maintenance	Mark David Design	1,391.43
402	Open Spaces - various maintenance	Greenspace	892.99
402	Open Spaces - various maintenance	Greenspace	924.29
402	Open Spaces - various maintenance	Greenspace	165.00
402	Open Spaces - various maintenance	Greenspace	262.50

402	Open Spaces - various maintenance	Greenspace	487.50
402	Open Spaces - various maintenance	Greenspace	156.46
			15,323.27
Voucher	Description	Supplier	Total
1	Telephone Charges	Pulse8 Communications Ltd	114.54
2	Fair Week - Fireworks & Fun Run Sponsorship	Kingsbridge Fair Week	550.00
3	Cemetery - Water	Source for Business	37.37
4	Water - Quay House	Source for Business	247.93
5	Expenses - Stationery	Viking Direct	130.72
6	CCTV - replacement camera	Sound & Visual Systems Limited	1,371.00
7	Civicy Subscription	Starboard Systems Limited	130.80
8	Scribe Monthly Fee	Starboard Systems Limited	130.80
9	Bunting installation	Griffiths, Mr David	1,500.00
10	Bank Fees	Unity Trust Bank	12.10
11	Subscription - NALC & DALC	DALC	381.32
11	Subscription - NALC & DALC	DALC	64.31
11	Subscription - NALC & DALC	DALC	1,025.24
12	QH - cleaning	Sally Hawkes Cleaning	245.00
13	VOID ENTRY NO PAYMENT	Gomm, Mrs Ann	
14	Expenses - QH waste sacks	Gomm, Mrs Ann	142.18
15	Electric Various	Kingsbridge Electrical Services Ltd	30.00
15	Electric Various	Kingsbridge Electrical Services Ltd	51.60
16	Expenses - Postage	Brock, Mrs Charlotte	13.92
17	Payroll Service Charge	Teignbridge District Council	120.00
18	Photocopier Hire	Ricoh UK Ltd	286.63
19	Non-domestic Rates	South Hams District Council	884.00
20	Non-domestic Rates	South Hams District Council	415.48
21	Non-domestic Rates	South Hams District Council	119.56
22	Non-domestic Rates	South Hams District Council	2,305.38
23	Non-domestic Rates	South Hams District Council	212.16
24	Non-domestic Rates	South Hams District Council	3,712.80
25	Non-domestic Rates	South Hams District Council	1,414.40
26	Non-domestic Rates	South Hams District Council	1,414.40
27	Non-domestic Rates	South Hams District Council	402.22
			17,465.86
NOTE: Vouchers 392:402 were paid in March and require ratification at the March meeting.			

26/11 APPROVAL OF FULL COUNCIL MINUTES

It was **RESOLVED** to approve the minutes of the Town Council meeting held on 10th March 2026 without alteration. The minutes were signed by the Chairman.

26/12 PLANNING COMMITTEE

The minutes of the Planning Committee held on 31st March 2026 were received. It was **RESOLVED** to endorse the recommendations therein.

26/13 MEETING CLOSURE AND DATE OF NEXT MEETING:

Date of next meeting: 12th May 2026

The meeting closed at 21.03 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.