

**MINUTES OF A MEETING OF THE PROPERTY & RECREATION COMMITTEE  
HELD IN THE TOWN CLERK'S OFFICE, QUAY HOUSE,  
AT 6.30 P.M. ON TUESDAY 5<sup>th</sup> MAY 2026**

**Present:**

Cllr Mike Jennings (Chairman), Cllr Anne Balkwill, Cllr Martina Edmonds, Cllr Graham Price, Cllr Julie Taylor.

**In Attendance:**

Katharine Harrod Town Clerk, 0 Members of public

**26/01 APOLOGIES FOR ABSENCE:** Cllr Julia Wingate & Cllr Lorna Yabsley.

**Public Open Forum** – No public present

**26/02 DECLARATIONS OF INTEREST** - None.

**26/03 MINUTES OF PREVIOUS MEETING**

Members received the minutes of the Property & Recreation Committee held on 24th February 2026 as approved at the meeting of the Full Council held on 10th March 2026

**26/04 TOWN COUNCIL ASSETS**

1. Planned maintenance schedule update for financial year 2026-27.
  - Car Park lining will be undertaken once the welfare hub has been removed.
  - Quay House roof requires repair. Once this has been completed the internal damage to the loft space and kitchen can be repaired/painted.
  - The painting works to the ground floor toilet have not been completed yet due to the amount of salting coming through. We continue to monitor the wall and works will take place when the surface crystallisation of salts has finished.
  - Next month we will recommence the process to gain permission to install accessible toilets on the ground floor (permission having previously lapsed).  
This then allows us three years to find funding and undertake the works.
2. To receive and approve recommendations regarding the renewal of the electricity contract covering Quay House, the garage and the bandstand. This item has been deferred to a future meeting.
3. There are currently eighteen burial plots remaining in the Town Council Cemetery, no pre-purchase of plots is available, it should be noted, depending on weather conditions and erosion of the burial ground, this number of plots is not guaranteed. Once these plots have been taken there is potential to add a number of crematorium plots but the cemetery will be closed to full burials. It was agreed that another review will take place in one year.

**26/05 ASSOCIATED ASSETS – PROJECTED WORKS AND MAINTENANCE**

1. Fore Street works continue, it was noted that a one-way system was put in place effective from 2<sup>nd</sup> May. To date this has been successful. The system is due to remain in place for the next four months until the road is reopened. Our thanks to

Councillor Taylor who hand delivered information letters to residents and businesses on the route.

Kingsbridge Town Council has accepted an offer of the clapper stones that have come from the culvert, these will be stored safely for use in future projects as required.

Two trader meetings have taken place in the last month.

2. Highways grass verge cuts, weed spraying and vegetation clearance have commenced. We have received a communication regarding the requirement to use weedkiller. Having discussed the situation it was **RECOMMENDED** that we offer a "mixed management" approach, utilizing targeted weedkiller on key roads while allowing community-led volunteering for manual removal in other areas. Any community-led volunteering would be subject to approval from the relevant authorities and would include a licensing agreement to ensure that the area was well tended.

## **26/06 OPEN SPACE SPORT & RECREATION (OSSR) & ASSOCIATED MATTERS**

1. It was confirmed that expressions of interest are being made to South Hams District Council regarding the potential transfer of assets.
2. The pump track construction is due to commence on Monday 11<sup>th</sup> May. The build will take approximately five weeks.
3. A request has been received by an allotment holder to enlarge the access gate to make it wheelchair friendly as access via the large metal gate is not level or accessible. The landowners will be contacted for permission, at the same time we will establish if there are options for potential purchase of the site to enable us to secure use in perpetuity.

## **26/07 ANY FURTHER CURRENT MATTERS**

1. The Town Clerk provided the following verbal report:
  - Two trees from Fore Street have recently been planted in the grounds, one of which is unlikely to survive, the other is currently doing well. A third tree has been transplanted at Duncombe Park and is being monitored.
  - The night storage radiators have been removed and as of 1<sup>st</sup> May 2026 there is no off-peak connection at Quay House. Painting works are being finished this week.
  - The police have been made aware of reports of ASB at the Recreation Ground, we have also asked the South Hams District Council street cleaner to check the grounds in the morning for broken glass.
  - The project to add two benches to the end of the quay is ongoing, on a positive note South Hams District Council have confirmed they will pay for the installation, we await their permission to enable us to proceed.
  - The plans for benches on the Town Square are proceeding slowly, we need to obtain more quotes for the work as the quote received to date was in the region of £7,500 for three benches.
  - The passageways project continues, we have a meeting scheduled for 20<sup>th</sup> May. Councillors suggested a mural welcoming visitors to Kingsbridge for the rear of the toilet block on the quay.

- The Kingsbridge Community Economic Plan consultation commenced today and will continue through to 5<sup>th</sup> August 2026, everyone is encouraged to share their views.

2. Members did not raise other current matters/concerns (for discussion only).

**26/08 DATE OF NEXT MEETING**

6.30 p.m. on Tuesday 23<sup>rd</sup> June 2026

*The meeting closed at 7.50 p.m.*

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

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

Distribution: Town Mayor, Deputy Town Mayor, Cllr Anne Balkwill, Cllr Martina Edmonds, Cllr Mike Jennings, Cllr Lorna Yabsley, Cllr Julie Taylor, Town Clerk, Noticeboards, Website, Facebook, Property & Recreation Committee file.