

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

Present:

Cllrs: Helen Cheetham, Steve Mammatt, Alex McCormick, Chris Povey, Graham Price, Julie Taylor, Paul Vann, Julia Wingate (Chair), Lorna Yabsley

In Attendance:

District Cllr Denise O'Callaghan & Cllr Susan Jackson

Devon County Cllr Julian Brazil.

No Members of Public

Katharine Harrod (Town Clerk)

26/47 APOLOGIES FOR ABSENCE – Cllrs Balkwill, Cole, Edmonds, Jennings

Public Open Forum

26/48 REPORTS FROM POLICE, DEVON COUNTY COUNCIL AND SOUTH HAMS DISTRICT COUNCIL REPRESENTATIVES

1. Police Report: No report received.

2. Devon County Council report, Cllr Julian Brazil:

- Culvert Works. Works continue at pace, despite recent requirements to operate close to multiple electric cables. Kingsbridge Town Council anticipate a two-week notice period prior to reopening. A reopening ceremony and associated marketing activity will follow, running over several months.
- Torcross Structures Fund Bid, the bid for the Torcross works remains with Westminster. A separate meeting is being arranged to consider wider plans to protect the village, independent of the road-related works.
- Local Government Reorganisation (LGR). An update is expected shortly, though a positive outcome is not anticipated. The position is not opposition to LGR itself, but concern regarding the proposed route: estimated costs of £70-80m, no guarantee of improvement, likely council tax increases, and a projected ten-year period to return to current performance levels. An announcement is anticipated this week.

**3. South Hams District Council report,
Cllr O'Callaghan:**

- Quayside Solar Panels, installation works are underway, with completion targeted for 18 September.
- Planning, Changes to Determination Process. A briefing will take place on 24 September regarding proposed changes to how planning applications are determined. The proposal delegates most decisions to Planning Officers and removes existing arrangements for referral to the Development Management Committee. Implementation is scheduled for 31 October.

- Quayside Leisure Centre Cleanliness. The Town Clerk confirmed that additional cleaning hours have been allocated.
- Recreation Ground. A new tenant has been secured for the café; a start date is not yet known.
- The pump track is open and has received positive feedback. Chicanes are currently being installed.
- The JLP is being renewed. Public consultation will run from 16 July to 24 September.

Cllr Jackson:

- The Kingsbridge in Bloom (KIB) judging event was incredibly positive, with a strong focus on community and a wide variety of contributions.

26/49 DECLARATIONS OF INTEREST:

Cllr Wingate declared a pecuniary interest in minute reference 26.54.1 and withdrew from all discussions and voting in respect of this item.

26/50 BUSINESS TO BE NOTED/DISCUSSED

1. It was agreed to write to DCC Highways to ascertain if a mirror could be added to existing parking signage on Embankment Road opposite the side road near Kahala Court.
2. Councillors received details of Cornish Councils signing a collective letter to the Secretary of State requesting the removal of South West Water's management through a Special Administration Order.

During discussion, it was noted that South West Water's priorities are widely perceived to favour shareholder interests over essential infrastructure investment, despite rising water bills and continued sewage pollution in rivers, the estuary, and the sea. While we don't want to spoil the relationship of the Kingsbridge Partnership, we haven't had any notable results from it and remain unaware of specific details regarding proposed remedial works due to proceed in the autumn.

It was **RESOLVED** to join the Cornish Councils' call for removal of South West Water.

26/51 TO RECEIVE THE TOWN CLERK'S REPORT.

1. Kingsbridge Celebrates Christmas 2026 is taking shape and looks set to be another excellent event. Additional volunteers would be appreciated to help on the day for a couple of hours. Please contact the Town Clerk if interested.
2. A Council Clerk joint Devon/Cornwall meeting was held on 17th June. This covered some interesting topics including Freehold acquisition including leases and licenses, an update from the Devon Association of Local Councils (DALC) and a session on Terrorism.
3. A meeting regarding the Local Government Review was held at County Hall, Exeter on 22nd June. Local Government Reorganisation (LGR) is the Government's programme to simplify how councils operate in Devon, Plymouth and Torbay. It aims

to replace the current two-tier system (Devon County Council & district councils) with new unitary councils that each deliver all local services. Five different proposals were submitted to replace existing councils with new unitary authorities. The Government are due to announce their decision by mid-July.

Clerks and Councillors from across Devon attended in addition to representatives from DALC and South Hams District Council. Discussions included asset transfer and their management, cluster groups of town and parishes and the overall impact on precepts and local communities.

A second meeting is likely to be held in Autumn once more details are known.

4. Kingsbridge Town Council now has .Gov.Uk emails for all councillors. Full details can be found on the council website. The current website is also in the process of being updated, it is hoped that a new website will be available during August.
5. Further to a request regarding personal injury logs, South Hams District Council has sent the following response:
the Insurance Team maintains a comprehensive register of all reported claims and potential claims, including those involving personal injury. All claims are recorded, investigated, monitored throughout their lifecycle, and their outcomes documented. This includes claims that have been incorrectly directed to the Council and subsequently redirected to the appropriate liable party.

Where personal injury claims are received and confirmed to relate to South Hams District Council assets, appropriate action is taken to make the area safe and rectify any identified hazards as quickly as possible.

Although the Council receives a relatively low number of personal injury claims, the Insurance Team reviews claim data to identify trends or recurring issues. Where patterns are identified, these are escalated to the relevant service areas, with support from the Council's insurance broker and insurer, to help mitigate future risks.

All records are retained in accordance with the Council's retention schedule and relevant statutory requirements.

6. The Harbour House 2025-26 Impact Report has been shared with Councillors. The full report can be found on the Harbour House website:
<https://harbourhouse.org.uk/news>
7. Further to taking part in the first phase of the National Association of Local Councils work on artificial intelligence (AI), I have now been invited to become a founding member of their new Artificial Intelligence Network. This will explore practical use cases, and learn how AI can support day-to-day activities, improve efficiency, and enhance services for local communities. The network will also explore important considerations such as data protection, transparency, and the responsible use of AI.
8. The next month will see the following taking place:
 - Review of the insurance policy.

- Employment rights training to ensure we're aligned with the Employment Rights Act 2025.
 - A session regarding the implementation and introduction of using live facial recognition within Devon & Cornwall Police.
 - A youth council facilitators meeting.
 - The initial meeting with the South Hams District Council Heritage Officer regarding our pre-application submission for Quay House.
9. We look forward to a successful Fair Week 2026 and would like to express our thanks to everyone who has worked so hard to put the events on for the benefit of the town. A reminder that the Glove Hanging and Floral Dance takes place on Wednesday 22nd July starting at 7.00pm.
 10. Kingsbridge in Bloom judging took place on 9 July, and the town could not have looked better. The weather was perfect, the tide was in and Kingsbridge was absolutely stunning throughout. Our huge congratulations go to the Kingsbridge in Bloom team, whose hard work and dedication continue to keep our town looking so beautiful.
 11. Finally, as of 7 July, I have officially been your Clerk for one year! It has certainly been a year to remember - no one could have predicted the gas outage that affected thousands of homes, nor the sinkhole discovered on Fore Street that resulted in months of closure. Despite everything, I have been incredibly proud to be part of a town that consistently pulls together for the greater good. Thank you to everyone who has made me feel so welcome, your support has meant a great deal.

26/52 REPORTS ON MEETINGS OF OUTSIDE BODIES AND AUTHORITIES/AGENCIES

1. Kingsbridge Economic Plan Update: The consultation is due to close on 5 August and further participation is required. Cards and leaflets are available from Reception to support promotion. Kingsbridge Town Council will be visiting industrial units and local businesses this week to encourage completion.



Cllr Wingate will enter the carnival procession to promote the plan and encourage additional responses.

2. Police Advocate Report: Cllr Taylor provided a short report.

2.1. Attendance & General Notes

DC Shardlow has received the Commissioner's Award. This was his final meeting, as he is moving to a Chief Inspector role at the Teaching College after four years on our watch.

2.2. Local Issues & Licensing

- Complaints received regarding noisy pubs during England matches.
- DC Shardlow advised that the next match was scheduled for 1am, meaning pubs should not have been able to show it under licensing laws. *(Since the meeting, match times have changed and pubs have been granted licences to open.)*

2.3. Crime Statistics

Total Crime incidents 45 – May 2026 vs May 2025

Occurrences at Street Level – May 2026 vs May 2025

- **Kingsbridge:** 3 (down from 8)
- **Kingsbridge East:** 1 (down from 2)
- **Kingsbridge West:** 1 (down from 2)

Crimes by Area – May 2026

- **Kingsbridge:** 25 (down from 37)
- **Kingsbridge West:** 22 (up from 19)
- **Kingsbridge East:** 7 (unchanged)

2.4. Top Crimes – Kingsbridge Town

April total: 33 Current period: 25 (previous period 37)

- Criminal damage: 6 (up from 3)
- Violence without injury: 6 (down from 9)
- Other theft: 4 (up from 1)
- Public order offences: 3 (down from 5)
- Misc. crimes against society: 1 (up from 0)
- Possession of weapons: 1 (down from 2)
- Shoplifting: 1 (down from 3)
- Stalking & harassment: 1 (down from 4)
- Vehicle offences: 1 (unchanged)
- Violence with injury: 1 (down from 2)

2.5. Top Crimes – Kingsbridge Rural

April: 30 May: 29

- Stalking & harassment: 7 → 3
- Violence with injury: 5 → 5
- Other thefts: 4 → 4
- Violence without injury: 4 → 5
- Residential burglary: 3 → 0
- Public order offences: 3 → 2
- Criminal damage: 1 → 2
- Misc. crimes against society: 1 → 1
- Vehicle offences: 1 → 1

2.6. Engagement Dates

Police engagement sessions in Kingsbridge: **5th, 15th, 21st and 26th July 2026** (Full details available on the police website.)

2.7. Updates from Police

- **Drug intelligence (Totnes):** Three proactive operations completed; arrests made for possession with intent to supply.
- **Rogue traders:** Increase in reports; three individuals arrested while working on a roof in Totnes. Public reminded to check legitimacy of workers.
- **Youth safety message:** “Do you know where your children are? Don’t leave it to police to bring them home tonight.”

26/53 QUESTIONS TO THE CHAIRMAN

1. A question was raised regarding the abandoned car on Lower Union Road. The Town Clerk confirmed it had been followed up on 6th July along with confirmation that it was now neither taxed nor insured. Details were forwarded to the Ward Councillors to take it up on our behalf.
2. Cllr Mammatt has had to suspend the Kingsbridge & District Light Railway operation due to sections of the track being affected by the heat. New track is being installed at the earliest opportunity.
3. Cllr Wingate advised that Cllr Balkwill would be giving a reading at the Fair week Church service on Sunday 19th, St Edmunds Church, 11am. Councillors are encouraged to attend.
4. Councillors were requested to attend the Glove Hanging event on Wednesday 22nd July for the reading of the Charter and Floral Dance from 7.30pm
5. Costa Coffee recently caused upset in Cornwall after displaying a marketing photo showing a cream tea made in the traditional Devon way. As part of a PR campaign inspired by Britain's long-running cream tea debate, Costa Coffee is creating a "50/50 cream tea truce" by serving a specially prepared scone topped with equal parts jam and cream. To mark the occasion, one of Costa's Barista's will use a bespoke dual piping bag to create the first perfectly balanced 50/50 scone. The mayors of both Saltash and Kingsbridge have been invited to be among the first people to receive and share the inaugural 50/50 scone, symbolically bringing both sides of the great cream tea debate together. Costa have advised that there is no requirement to publicly declare if cream or jam should go first – but for the record, Kingsbridge Town Council confirm cream first!

26/54 FINANCE & GOVERNANCE:

1. **Finance:** Councillors **RESOLVED** to approve the following schedule of payments:

Description	Supplier	Net	VAT	Total
Payments made to 25/06/2026				
9 Staffing		11,440.76		11,440.76
179 Subscriptions	Society of Local Council Clerks	379.00		379.00
81 Cemetery Grounds Maintenance	Greenspace	405.00		405.00
53 QH Grounds Maintenance	Greenspace	50.00		50.00
51 QH Utilities	Pennon Water Services Ltd	180.00		180.00

51 QH Utilities	Octopus Energy	48.80	2.44	51.24
51 QH Utilities	Octopus Energy	344.18	68.84	413.02
51 QH Utilities	Octopus Energy	30.65	1.53	32.18
51 QH Utilities	Octopus Energy	18.30	0.92	19.22
52 QH Building Maintenance	Greenspace	314.80		314.80
243 Bandstand	Greenspace	202.80		202.80
269 Grass verge cutting & weed spraying	Greenspace	1,500.28		1,500.28
174 Computer Equip/maintenance	AO Retail Ltd	2,292.50	458.50	2,751.00
54 QH Sundries	RGS Khalsa Company Ltd	181.92	36.38	218.30
174 Computer Equip/maintenance	Amazon	17.66	3.53	21.19
Totals:		17,406.65	572.14	17,978.79

July payments:

Description	Supplier	Net	VAT	Total
9 Staffing		11,180.76		11,180.76
171 Stationery & Office Equipment	Viking Direct	92.87	18.57	111.44
184 Photocopier	Ricoh UK Ltd	245.81	49.16	294.97
180 Sundries	Gomm, Mrs Ann	6.50		6.50
52 QH Building Maintenance	Electric Center	27.00	5.40	32.40
172 Telephones	Pulse8 Communications Ltd	97.45	19.49	116.94
279 Flood Resilience/Winter Weather	Amazon	13.57	2.71	16.28
279 Flood Resilience/Winter Weather	Amazon	15.79	3.16	18.95
240 Fair Week	Amazon	160.07		160.07
52 QH Building Maintenance	TerraQuest Solutions Ltd	11.00	2.20	13.20
186 Website	Aubergine 262 Ltd	899.00	179.80	1,078.80
240 Fair Week	The Trading Post	100.00		100.00
52 QH Building Maintenance	Kingsbridge Electrical Services Ltd	995.50		995.50
53 QH Grounds Maintenance	Greenspace	50.00		50.00
81 Cemetery Grounds Maintenance	Greenspace	405.00		405.00
Scribe / Civicly Monthly Fee	Starboard Systems Limited	109.00	21.80	130.80
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Totals:		14,518.32	324.09	14,842.41

Cllr Povey left the meeting.

2. Governance:

- a. Councillors **RESOLVED** to approve a Privacy Notice for the new website.

26/55 APPROVAL OF FULL COUNCIL MINUTES

It was **RESOLVED** to approve and to authorise the Chairman of the Town Council to sign as a correct record, the minutes of the meeting of the Full Council held on 9th June 2026

26/56 ENVIRONMENT, TRANSPORT & RESILIENCE COMMITTEE

It was **RESOLVED** to approve and to authorise the Committee Chairman to sign as a correct record, the minutes of the meeting of the Environment, Transport & Resilience Committee held on 16th June 2026.

26/57 PROPERTY & RECREATION COMMITTEE

It was **RESOLVED** to approve and to authorise the Committee Chairman to sign as a correct record the minutes of the meeting of the Property & Recreation Committee held on 23rd June 2026.

26/58 FINANCE COMMITTEE

It was **RESOLVED** to approve and to authorise the Committee Chairman to sign as a correct record the minutes of the meeting of the Finance Committee held on 7th July 2026.

26/59 PLANNING COMMITTEE

It was **RESOLVED** to approve and to authorise the Committee Chairman to sign as a correct record the minutes of the meeting of the Planning Committee held on 23rd June and 7th July.

26/60 EXCLUSION OF PUBLIC AND PRESS

It was **RESOLVED** that in view of the nature of the business about to be transacted, at agenda item 26/61, it was advisable in the public interest, that the public be temporarily excluded.

Cllrs Jackson & O'Callaghan left the meeting.

26/61 STAFFING:

Following discussion, Councillors **RESOLVED** to create a role of six hours per week to deal with dissemination of essential information, marketing and public relations. The role will commence once an initial strategy has been agreed, this is currently being considered by Cllrs Wingate & Yabsley, the Projects Officer and the Town Clerk.

26/62 MEETING CLOSURE AND DATE OF NEXT MEETING:

Date of next meeting: 8th September 2026

The meeting closed at 20:08 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.