



Minutes of the Meeting of  
**SALCOMBE TOWN COUNCIL**  
held in Council's Meeting Room, Cliff House, Salcombe  
at 6.30 pm on Wednesday 24 July 2024

**COUNCIL MEMBERS PRESENT** \* - Attendance; A- Absent; N - No Apologies Received

Cllr Mark Goodey (Mayor)	A
Cllr Jasper Evans (Deputy Mayor)	*
Cllr Caroline Bricknell	*
Cllr Andrew Reed	*
Cllr Eoghan Grace	A
Cllr Kizzy Sims-Stirling	*
Cllr Christine Milton	*
Cllr John Cooke	*
Cllr Craig Niven	*
Cllr Rob Wheeler	A
Cllr David Higgens	*
Cllr Peter Dickinson	*

Also in attendance:

Dist. Cllr Samantha Dennis	*
Dist. Cllr Mark Long	A
Cty. Cllr Rufus Gilbert	*
Richard Harding (South Hams Newspapers)	A
Sgt Charlie Wilkes	A
Sara Jones (Town Clerk)	*
Pete Robinson (Cemetery Manager & Project Officer)	*

## **AGENDA**

### **1. APOLOGIES**

Apologies received from Cllr Mark Goodey, Cllr Rob Wheeler, Cllr Eoghan Grace, Dist Cllr Mark Long, Richard Harding and Sgt Charlie Wilkes

*Against: 0      Abstain: 0      For: 9*

### **2. DECLARATIONS OF INTEREST**

*To invite Members to declare any pecuniary interests and non-pecuniary interests that they may have in any matters to be considered at this meeting; and to note that a Member with a disclosable pecuniary interest, in any matter must, withdraw from the Chamber at the commencement of the consideration of that business or, if later, the time at which the interest becomes apparent, whilst also considering if there had been any changes.*

Cllr Christine Milton declared an interest in agenda item **No 18** – Victoria Inn licence application

Cllr David Higgens declared an interest in Planning application **2073/24/HHO** - Lammas Coombe

Cllr Craig Niven declared an interest in Planning application **1877/24/FUL** - 2 Mount Moor

### **3. OPEN FORUM**

- i) Members of the public are invited to attend and discuss matters relating to the parish; they are invited to speak for a maximum of 3 minutes unless directed by the chairman of the meeting.

**Toby Fellows: owner of Salcombe Bike Hire** addressed Council looking for its support for the expansion of his current business; advising he is aiming to create a much more community focused hub at his site on Gould Road. To include a catering van, where people can hire bikes, sports equipment and a cycling club with a weekly ride out



Cllr Craig Niven enquired about the appearance and size of the catering van proposed for the 3m site. Toby clarified that the van would be a small unit on a trailer, approximately the size of a horse trailer. Additionally, Cllr Niven raised concerns about handling a situation where 20 cyclists and their bikes might visit simultaneously. Toby reassured him that cycle racks would be installed to accommodate the temporary parking needs of the cyclists.

**Helen Preston: Local Business Owner and Resident:** addressed Council expressing her concerns towards South Hams District Council's tendering policy.

**Dist. Cllr Samantha Dennis:**

In response to Helen's concerns, Dist. Cllr Sam Dennis advised both her and Cllr Long have strongly refused to support certain opportunities that have come forward and she has raised certain concerns about SHDC's tender process in audit and governance.

**Resident:** addressed the Council to highlight the danger of speeding catering vans to and from the hotels in South Sands on the Coombe to South Sands roads. Cllr Evans advised that as a resident he has every right to approach the hotels directly about the complaint.

- ii) To note matters raised in the open forum and consider any to be added to the agenda for a future meeting

None

**4. TO RECEIVE VERBAL OR NOTE ANY WRITTEN REPORTS FROM COUNTY OR DISTRICT COUNCILLORS OR ANY REPRESENTATIVE FROM THE DEVON AND CORNWALL POLICE**

*Councillors are welcome to raise any questions they have and consider any matters raised to be added to the agenda for a future meeting.*

**Verbal report from Cty. Cllr Rufus Gilbert;**

- o Parking at South Sands beach – fully supports Town Council's proposal to look to remove some of the yellow lines, to enable parking.
- o Salcombe Minibus – having reviewed what and how much the charity does he has donated £500 from his Locality fund
- o Devolution for Devon – looks like this will still be going ahead
- o Ackland Road – parking baysto be put back in 'very soon' (end of the month) having received a written apology from the contractor
- o Monies owed by DCC from parking fees at Bonfire Hill carpark – will continue to provide any support and push required to assist with this
- o St Dunstan's Road – will be slurried (cement mixed with tarmac)
- o Interpretation boards – keenly supports the Council's idea and willing to provide small donation from Localities fund on request.
- o Any applications for Localities funding must be in before the end of this calendar year due to Elections next year.
- o Benches – as per his experience from Kingsbridge, suggests having uniformity on type of bench to ease with selection and replacement.
- o Local Government review – currently most of the Local Authorities are in a mess with a lot of debt therefore a review is seriously needed and due, the last one was about 1972/76. At this rate one in five Local Authorities will go bust.

Cty Cllr Rufus Gilbert left meeting

**Dist Cllr Samantha Dennis;**

- o Available monies allocated to support farmers
- o To be aware of fraud when parking – QR stickers are placed on meters which diverts to a site looking like Ringo. (This is already shared on STC's website)
- o SHDC's benches in Salcombe – all varied in style/composition and belong to different people.
  - o Sandhills Road benches - Devon County Council – will not repair or replace any under their ownership
  - o Gould Road - District Council – will repair and replace but here is a huge backlog. No official way of reporting it but Sam will take photos and forward anyway.



- Cllr Victor Abbott, the designated Member for Communities has refined SHDC's Memorial Bench policy; the policy robustly looks to maintain and repair SHDC benches. Relunched in certain areas in his Ward, Ivybridge and Salcombe being one of the areas. Benches will be made of recycled plastic.

**Action:** [Dist. Cllr Sam Dennis](#)

#### **Police Report**

See Appendix 1

#### **5. MINUTES OF PREVIOUS TOWN COUNCIL MEETING**

- i) Council **RESOLVED** that the Minutes of the meeting held on **Wednesday 26<sup>th</sup> June 2024** were a true and correct record and were signed by the Mayor.

*Against: 0      Abstain: 1 (not present at meeting)      For: 8*

**Action:** [Town Clerk](#)

- ii) To note only, progress on outstanding items from previous meetings

Report available to Council; Councillors did raise any questions

#### **6. PLANNING & LICENSING APPLICATIONS**

See Appendix July 2024 Planning

#### **7. INSURANCE**

- i) Council considered the insurance renewal quote and Town Clerk's report (made available to Council ahead of meeting), following the insurance review with Council's broker, James Hallam. Following discussion Council **RESOLVED** to renew with Aviva for 2024/25 at a renewal cost of £4,862.03. With the proviso that the value of assets listed under 'premises: anywhere in the boundaries of Salcombe (floating location)' are reviewed.

*Against: 0      Abstain: 0      For: 9*

**Action:** [Town Clerk](#)

- ii) Council considered the recommendations made by James Hallam and **RESOLVED** to:
  - a. Seek quotes to value the Council Hall, using James Hallam's recommendation and valuers affiliated with RICS
  - b. Not carry out a valuation on the Mortuary Building
  - c. Seek quotes for cyber risk insurance
  - d. Not to include terrorism insurance on the policy
  - e. PLI: to increase annual income to £200K
  - f. Employer's Liability: increase wage roll to £70K, 3 staff with one to include 10% of manual work

*Against: 0      Abstain: 0      For: 9*

**Action:** [Town Clerk](#)

#### **8. INTERNAL AUDIT AND ANNUAL GOVERNANCE STATEMENT 2023/24**

Council noted the need to **POSTPONE** this agenda item to next Council meeting in August. This is because clarification is needed from Scribe on how to account for Q2-Q4 parking income received in 2023/24, as the internal auditor did not agree with their advisement to Council. Auditor also did not have enough time to complete audit when he visited and will be completing it over the next few days. The external auditor's ultimate deadline is 15<sup>th</sup> September 2024.

#### **9. TREE SURVEY**

Project Officer Pete Robinson presented the Tree Survey report (made available to Council ahead of the meeting), carried out on Town Council property. Survey was carried out by himself, Salcombe Tree Warden Mark Long and Cllr Peter Dickinson. Although the survey is usually conducted in autumn, due to Ash Dieback Devon Tree Services recommended observing under full canopy for a more effective assessment



Council **RESOLVED** for Project Officer to:

- a) Discuss the report findings with District Council to see if they are able to carry out any of the works and seek quote.
- b) Seek quotes from contractors as per the Project Officer's recommendation
- c) Seek quotes for a 3yr management plan.

*Against: 0      Abstain: 0      For: 9*

**Action: Project Officer**

Council **RESOLVED** for Project Officer to seek quotes to carry out work to reshape the 6 Yew Trees in Shadycombe Cemetery.

*Against: 0      Abstain: 1      For: 8*

**Action: Project Officer**

#### **10. JUBILEE GARDEN'S PLAYPARK: ANNUAL INSPECTION REPORT**

Council considered the annual inspection report and **RESOLVED** for:

- a) Project Officer to get quotes to:
  - i. Fix/replace the picnic table
  - ii. Replace the rubber gators on swing frame
- b) Other elements to fall under the OSSR project

*Against: 0      Abstain: 0      For: 9*

**Action: Project Officer**

#### **11. CEMETERY SOFTWARE**

Addressing queries raised from July's Town Council meeting, Project Officer Pete Robinson confirmed that Town Council would own the data and have the ability to back up data and download content at any time. Council considered the adoption of the Scribe cemetery management system and **RESOLVED** to postpone a decision until August's meeting, after consideration from Project Officer and Cllr John Cooke's review.

*Against: 0      Abstain: 0      For: 9*

**Action: Project Officer and Cllr John Cooke**

#### **12. RUBBISH IN TOWN**

Council considered employing a street cleaner for July-September 2025 and **RESOLVED** to postpone a decision until October, after the busy summer months.

*20.19 Cllr Craig Niven left meeting for RNLI shout*

*Against: 0      Abstain: 0      For: 8*

**Action: Town Clerk**

Cllr Evans moved item 'Agenda item 13: Weekend Public Nuisance Officer' to later in the meeting as Cllr Niven, who was due to lead on this, had temporarily left the meeting

#### **13. SEAGULLS**

Council considered and **RESOLVED** to note receipt of the report from Chris Wood, South Cost Avain Pest Control

*Against: 0      Abstain: 0      For: 8*



Cllr Evans advised that Dist. Cllr Mark Long has spoken directly to the business in question about the undesirability of feeding seagulls by hand.

#### **14. LIFE ON THE EDGE PROJECT**

Cllr Evans provided overview of meeting held with representative of Life on the Edge (LOTE) Project team, Nicky Bailey.

Council considered and **RESOLVED** to agree to Salcombe Town Council co-hosting a workshop meeting in Autumn 2024 with the Life on the Edge (LOTE) Project team and inviting community organisations including without limitation Salcombe Information Centre, Salcombe Primary School, Salcombe Arts Club, the Seaside Parish, the National Trust, Salcombe Over 60s Centre, Salcombe Arts Club, Salcombe Maritime Museum, the Chamber of Commerce, and others, to discuss the LOTE Project and potential opportunities for Salcombe.

*Against: 0      Abstain: 0      For: 8*

**Action:** [Community Working Group](#)

Cllr Evans moved item 'Agenda item 16: Parking at South Sands Beach' to later in the evening as Cllr Niven, who was due to lead on it, had temporarily left the meeting

#### **15. SALCOMBE SCHOOL PARKING PERMITS (BONFIRE HILL CARPARK)**

Council considered and **RESOLVED** to agree to the continuation of issuing parking permits to parents/carers from Salcombe School to use at school drop off/pick up for the next school calendar year.

*Against: 0      Abstain: 0      For: 8*

**Action:** [Town Clerk](#)

#### **16. THE VICTORIA INN: LICENCE APPLICATION**

Council **RATIFIED** the Council's decision, sought outside of a Council meeting, under the Town Clerk's Delegation of Authority, to:

- i) Object to the licence application to:  
Add an outdoor bar and pizza kitchen within the beer garden:
  - Extend sale and consumption of alcohol to include the new outdoor bar area
    - Monday to Sunday 10:00 – 21:00.
    - Amend the condition under Public Safety regarding the occupancy figures permitted at the premises in line with current legislation.
  - All other licensable activities, hours, and conditions to remain as existing.

With the grounds for objecting as follows:

1. Using the garden area for the sale of alcohol and pizza will lead to the garden being used much later in the evening which will inevitably lead to more noise later in an open space resulting in more disruption and noise pollution to those residences in close proximity.
2. This increased use is out of keeping with what is a small pub garden in the centre of the town providing an attractive amenity to families of visitors and residents alike. The garden of the Victoria Inn is the only one of its kind in the town and is therefore a valuable asset to the town.
3. More tables and proposed higher occupancy mean inevitably more noise and therefore more nuisance for many homes in Salcombe. This proposed increased use of the garden area will result in a detrimental impact to local residents in the centre of the town over and above that of the existing arrangement particularly late in the evening.
4. The garden is closely surrounded by residential properties leading to genuine concerns about privacy and amenity of the adjoining properties.
5. The increased serving of food in the garden will encourage more scavenging activity by the Town's already pestilent and aggressive seagull population. We are justifiably concerned that a lack of staff and their primary focus on quick delivery of food to guests will lead to leftover food attracting large amounts



of seagulls. This is a significant problem already prevalent around Salcombe's restaurants and in open areas near food outlets.

6. Cardboard waste from takeaway pizzas is already a large problem for the Town, particularly in the centre, and we oppose any addition to this problem on sanitary grounds.

Against: 1      Abstain: 1      For: 6      (Cllr Niven absent)

**Action: Town Clerk**

- i) The approval of the draft letter to be sent to Kevin Georgel, the CEO of St Austell Brewery, to advise him that the removal of the kids play area has had a very negative response from families in Salcombe and that they should consider reinstating it.

Against: 0      Abstain: 1      For: 7      (Cllr Niven absent)

**Action: Town Clerk and Cllr Peter Dickinson**

**17. CITIZEN OF THE YEAR**

Council considered and **RESOLVED** to agree to give one award only.

Against: 0      Abstain: 0      For: 8

**18. COMMUNITY SURGERIES AT SALCOMBE RUGBY CLUB**

Council considered and **RESOLVED** to continue using Salcombe Rugby Club for the Council's Community Surgeries and will consider a retrospective discretionary donation if an issue arose.

Against: 0      Abstain: 0      For: 8

**Action: Town Clerk**

**19. WORKING GROUPS AND COMMITTEES**

Council **RESOLVED** to approve for Cllr Peter Dickinson and Cllr Jasper Evans to join the Park and Ride Working Group

Against: 0      Abstain: 1      For: 8

**Action: Town Clerk**

**20. COUNCIL'S PRIORITY LIST**

Members reviewed and **RESOLVED** to note Council's priority list (made available to Council ahead of meeting) Town Clerk advised Council of the pressure of certain items on the Project Officer's list which need attention, but have been thwarted due to the current day to day issues that are arising.

Against: 0      Abstain: 0      For: 8

**Action: Town Clerk**

**21. GRANT APPLICATION**

Council considered and **RESOLVED** to approve the grant application for £500 from Salcombe Minibus and to accept the charity's offer "...to advertise your organisation's kind sponsorship via the list of supporters displayed in the signage on the rear doors of the new minibus.", namely Salcombe Town Council.

Granted under the powers:

Transport*	Power to (a) establish car-sharing schemes; (b) make grants for bus services; (c) provide taxi-fare concessions; (d) investigate public transport, road use needs; (e) provide information about public transport services	Local Government and Rating Act 1997, section 26, Transport Act 1985, section 106A
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Against: 0      Abstain: 0      For: 8



**Action: Town Clerk**

**22. REPORTS**

*Please note that these are reports on attendance at meetings, representatives on public bodies/associations or working groups; no matter will be raised for the Council to consider apart from any matters to be added to the agenda for a future meeting.*

**i) Written report from the Mayor**

27/6/24

Attended Chamber of Commerce AGM

9/7/24

Represented The Town at a flag ceremony at Whitestrand War Memorial commemorating the 30th anniversary of the National Coast Watch Institution locally represented by Prawle Point Look out. A memorial flag was relayed to Dartmouth by The Royal Navy. This was part of a National event passing the memorial flag between all the NCWI stations.

**ii) Councillors (including leads of Working Groups and liaison for local organisations)**

**Christine Milton**

- o Numerous residents requesting speed radar at the top corner before by zebra crossing; will research and get quotes for August agenda.

**Action: Cllr Christine Milton**

- o Several residents have complained about the rumour about the amount of money spent by SHDC for street cleaning equipment which was not fit for purchase from the outset and is now sitting redundant. Dist Cllr Samantha Dennis will investigate the rumour.

**Action: Dist. Cllr Samantha Dennis**

**Cllr Niven returned to meeting at circa 9pm**

- o Outward opening windows from property on Market Street presenting a dangerous head height obstruction along the pedestrian pathway. Cllr Reed will check planning permission stipulation before a courtesy notification is put to the property owner.

**Action: Cllr Andrew Reed**

**Cllr Craig Niven**

Along with Cllr Peter Dickinson, met with Salcombe Information Centre Directors, James Spencer and Sarah Burnett, regarding their lease, which was a positive meeting, keen to move forward to getting lease in place.

- o However, would like certainty over the tenure
- o Asked as to whether STC can provide any financial support.
- o Have advised that SIC has kept funds aside to pay rent arrears
- o SIC has a vision to be a 'community space' not just for visitors but to be open for all

He advised that a rent review is required for the Council Hall

**Cllr Kizzy Sims-Stirling**

Reported to Sgt Charlie Wilkes on cyclists travelling in the wrong direction in Fore Street. Sgt Wilkes advised that he will flag up with Neighbourhood Police to challenge.

**iii) Clerk Report - see Appendix 2**

**iv) Asset Transfer Committee**

None

**v) HR & Staffing Committee**

None

**23. WEEKEND PUBLIC NUISANCE OFFICER.**



Council **RESOLVED** to agree not necessary to hire a weekend public nuisance officer but to signpost on social media and website should any member of the public wish to take action regarding anto-social behaviour. Will be reviewed at September's Town Council meeting.

*Against: 0      Abstain: 0      For: 9*

**Action:** [Town Clerk and Cllr John Cooke](#)

#### **24. PARKING AT SOUTH SANDS BEACH**

Cllr Craig Niven explained the ongoing issue with lack of parking, although also raised the concerns expressed by a resident if parking was allowed on the road. He advised that DCC Highways have indicated they would support the application, although could take up to 2 years to come into fruition. Council considered and **RESOLVED** to agree to the removal of the double yellow lines at South Sands to enable ease of access to South Sands Beach from... "edge of private apartments to the entrance of Harbour Beach Club Hotel." With the same on-road parking stipulations at North Sands.

*Against: 0      Abstain: 0      For: 9*

**Action:** [Town Clerk and Cllr John Cooke](#)

#### **25. FINANCE**

- i) Council received and **RESOLVED** to approve invoices for payment

*Against: 0      Abstain: 0      For: 9*

**Action:** [Town Clerk](#)

- ii) Council received and **RESOLVED** to approve finance report/bank reconciliation

As of 30/06/2024:  
Lloyds Treasurers Acct: £501.00  
CCLA: £504,266.17  
Lloyds Business Bank Instant Acct: £25,462.05.  
Total balances: £530,299.22

*Against: 0      Abstain: 0      For: 9*

**Action:** [Town Clerk](#)

Town Clerk advised for Council to note that the Budget for Q1 Review is to be reviewed by Finance Working Group for Council approval at August TC meeting

#### **28. NEXT MEETING**

Council **RESOLVED** that the next meeting will be held on Wednesday 28<sup>th</sup> August 2024 commencing at 6.30p.m in the Council's Meeting Room at Cliff House, Salcombe

*Against: 0      Abstain: 0      For: 9*

**Action:** [Town Clerk](#)

Meeting ended: 21:26

Minutes approved:

[Mark Goodey](#)

Town Mayor

Date: 28<sup>th</sup> August 2024