



Minutes of the Meeting of
SALCOMBE TOWN COUNCIL
held in Council's Meeting Room, Cliff House, Salcombe
at 6.30 pm on Wednesday 25th September 2024

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

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

Also in attendance:

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

AGENDA

1. APOLOGIES

Apologies received for lateness from Cllrs John Cooke and Craig Niven.

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 Mark Goodey declared an interest in Item No.7

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.*

Resident

Addressed Council in response to Council's letter to Mr Pat Whymer Head of Development Management at SHDC regarding properties sold on Island Street as her family previously owned and sold a property on Island Street. Her concern that the letter was a personal attack. Mayor Goodey assured "...it wasn't personal rather it was working within the Neighbourhood Plan and more concerned about what happens in the future than what happened in the past..."

Resident:

Questioned as to why Redfern Health Centre is still sending basic prescriptions to Kingsbridge when the local pharmacy could service the requirement. Would like the Council to ask Redfern to start this measure to sustain the local pharmacy in town.

18.37 Cllr Eoghan Grace arrived

Resident:



- Expressed concerns over ongoing debate over the Park and Ride service. Not against the service just want a more efficient and safe service. Requested contract to see what actually was agreed, as has been sent by Council the Heads of Terms from 2009. Queried that the service was cancelled in lockdown but since restarted with different route, schedule/timeframe and vehicle with no written contract in place.

Resident;

Following on the previous resident's comments over the Park and Ride service;

- Commented on the bus frequency.
- Has requested from Devon County Council (DCC) the parking income figures but advised that DCC declined to provide them. Town Clerk asked for sight of this correspondence.
- Advised he would like to see the parking income accounted for clearer in the accounts
- Noted the number of permits SHDC issued this year and proposed for reallocating 50 permits to Bonfire Hill Car Park.

Resident:

Asked when residents can expect to receive feedback from the meeting held with the Council on August 20th regarding concerns raised about the Park and Ride service

Resident:

Expressed thanks to the Councillors who accepted the invitation to walk the route and observe the concerns firsthand, with special thanks to Cllr Higgins for accompanying him. Many of the residents' concerns were immediately apparent. Through discussions with Cllr Higgins, it became clear that short, medium, and long-term solutions are being considered not only for the Park and Ride service but for overall parking issues in Salcombe. The next three months will be critical for making decisions for the upcoming year. It's important not to let long-term strategies dictate short-term decision-making for next year's Park and Ride service. He also suggested that representative residents be included in the Working Group.

18.56 Cllr Craig Niven arrived

- ii) *To note matters raised in the open forum and consider any to be added to the agenda for a future meeting or for a Working Group to take forward.*

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;

- Confirmed that he will attend the Working Group holistic parking meeting when scheduled
- Devolution will be called 'Combined County Authority' signed off to start next fiscal year. Only affects DCC and SHDC.
- Advised that the Bonaventure Road slurry works will commence on Monday 30 Sept.

Verbal Report from Dist Cllr Mark Long;

See Appendix 1 - District Councillors Report to Salcombe Town Council September 2024

Works to be done in the coming months

- The two trees in Whitestrand will be pollarded this Winter.
- The Ivy on the stonewall between the Lower and Upper areas of Cliff House Gardens will be removed by a contractor this Autumn/Winter, it will be done in a way to reduce any damage to the pointing of the wall, some areas may have to be trimmed and left to die off. It will be monitored as the work is done. An area to the end of the Lower Gardens next to Orestone End will be fenced off to store the ivy debris before it is removed from site.

Verbal Report from Dist Cllr Samantha Dennis;

- BT will be retiring the old copper network to be replaced by digital technology by January 2027.
- BT will be holding a drop-in session for related queries at the Kingsbridge Library on 30th October 2024 from 10am-1pm

Police Report



See Appendix 2 – Police Report

5. MINUTES OF PREVIOUS TOWN COUNCIL MEETING

- i) Council **RESOLVED** that the Minutes of the meeting held on **Wednesday 28th August 2024** were a true and correct record and were signed by the Mayor.

Against: 0 Abstain: 0 For: 10

Action: Town Clerk

- ii) To note only, progress on outstanding items from previous meetings
Cllr David Higgins; Summarised that Parking and Park and Ride Working Group have been active and progressed on some elements raised. Working Group will look to include representatives from the resident and business community.

6. PLANNING & LICENSING APPLICATIONS

See Appendix September 2024 Planning Minutes

Cllr Mark Goodey left meeting for next Agenda item. Cllr Jasper Evans led as Chair.

7. THE VICTORIA INN: LICENCE AND PLANNING APPLICATIONS

Cllr Peter Dickinson reported;

- o Following the Town Council's invitation for talks, Gareth Jones, St Austell's Operations Manager, contacted him to confirm that it would be beneficial for CEO Kevin Georgel to personally attend the meeting. The exact date for this meeting is yet to be confirmed.
- o Gareth Jones also agreed that proceeding with any demolition or construction in the pub's gardens before the public meeting would be a waste of time and resources. He further clarified that no work is planned until January 2025, although this may be adjusted based on the outcome of the meeting with residents and objectors.
- o Prior to the Town Council's invitation, St Austell had already issued a letter inviting all parties to a meeting on October 2nd at 6 pm at the Victoria Inn, which Cllr Peter Dickinson will attend and report back to Council.

Against: 0 Abstain: 0 For: 9

Action: Cllr Peter Dickinson

- i. Council **NOTED** that the appeal will not be in Council's name due to costs and that the appeal date has now passed.

Against: 0 Abstain: 0 For: 9

Action: Town Clerk

- ii. Council **RATIFIED** the invitation sent to Gareth James and Kevin Georgel to meet with the objectors, with meeting hosted by the Council.

Against: 0 Abstain: 0 For: 9

Action: Cllr Peter Dickinson

Cllr Mark Goodey returned to meeting and continued as chair

8. OSSR FUNDING

- i) Cllr Andrew Reed advised that three quotes have been received regarding the extension of the playground on the Berry and two quotes for the 'fitness zones' for the Berry and Courtney Park. Waiting to receive the third quote. Motion to be put forward to October's agenda.
- ii) Council was unaware of SHDC's request for the allocation of the remaining c.£3k capital open space and play funds from the Batson Cross development hence Council agreed to request additional



information from Alexis Huggins in order to properly consider the allocation of funds. Cllr Reed will draft the email to be sent.

Against: 0 Abstain: 0 For: 10

Action: Cllr Andrew Reed

9. TRAFFIC MANAGEMENT COURSE

Council **RATIFIED** for Cllr John Cooke to take the Town Clerk's place on this course

Against: 0 Abstain: 0 For: 10

Action: Town Clerk / Cllr John Cooke

19.50 Cllr John Cooke arrived

10. CIVIC RECEPTION & CITIZEN OF THE YEAR

- i) Council **RATIFIED** the postponement of the Civic Reception & Citizen of the Year

Against: 0 Abstain: 0 For: 11

- ii) Cllr Mark Goodey suggested the new date to be 28th November as the last Thursday of month to follow in theme with D-Day80 celebrations and the Thanksgiving offered to the troops. Thanksgiving menu served to the troops displayed in Maritime Museum.

Council **RESOLVED** to:

- set up Civic Reception Working Group; Cllrs Mark Goodey, David Higgins, Caroline Bricknell, Kizzy Sims-Stirling, Eoghan Grace with Craig Niven as lead
- to look for three quotes to supply 'Thanksgiving menu' - Winking Prawn, Galley Girls, Janey at The Feast
- to liaise with Nicola Banner at Cliff House to check availability of date
- to work on Voluntary Organisation guest list as soon as possible
- 'Citizen of the Year' nominations; date to be confirmed before advert for nominations can go out to community
- Should Cliff House not be available on 28th November, to seek another date via email.

Against: 0 Abstain: 1 (Cllr Goodey) For: 10

Action: Town Clerk and Civic Reception Working Group

11. DALC AGM, CONFERENCE AND EXHIBITION

Council considered and **RESOLVED** sending Town Clerk and Operations Support Officer, as representatives to DALC's conference on 2 October 2024, at a cost of £50 p/person

Against: 0 Abstain: 0 For: 11

Action: Town Clerk

12. PROPOSED REMOVAL OF ATM/PAYPHONE

Council **RATIFIED** the letter sent to BT requesting them to consider replacing the existing facility next to The King's Arms.

Against: 0 Abstain: 0 For: 11

Action: Town Clerk

13. STATUTORY REVIEW OF POLLING DISTRICTS AND PLACES 2024

Council considered and **RESOLVED** for no representations to be put forward.

Against: 0 Abstain: 0 For: 11



Action: [Town Clerk](#)

14. BUS STOP MURAL

Council considered and **RESOLVED** for the Welcome Sign Working Group to liaise with the artist regarding the design for the mural at the bus stop at Beadon Cross, Main Road.

Against: 0 Abstain: 0 For: 11

Action: [Welcome Sign Working Group](#)

15. SHADYCOMBE CEMETERY: FLY TIPPING

Council considered and **RESOLVED** to;

- o Tidy up the area and remove all detritus to make area visibly clear
- o Enquire from SHDC whether this can be done under contract or quote – if quote is under £1,000 Town Clerk can instruct under Delegation of Authority
- o To review the situation in a month at October meeting and whether to write to the homeowners whose property back on to the Cemetery, regarding the Council's concerns around fly tipping.

Against: 0 Abstain: 0 For: 11

Action: [Town Clerk / Project Officer](#)

16. GAMBLING ACT 2005 – SHDC CONSULTATION ON DRAFT GAMBLING STATEMENT OF PRINCIPLES

Council considered and **RESOLVED** not to make a comment on SHDC's draft gambling policy, Statement of Principles.

Against: 0 Abstain: 0 For: 11

Action: [Town Clerk](#)

17. WORKING GROUPS AND COMMITTEES

- i) Council **RESOLVED** for **Cllr Andrew Reed** to be included on the **Community Working Group** to cover the OSSR aspect.

Against: 0 Abstain: 0 For: 11

Action: [Town Clerk and Cllr Andrew Reed](#)

- ii) **Park and Ride Working Group** – **Cllr David Higgins** proposed and Council **RESOLVED**
 - o To extend invite and include the residents who have been liaising with the Council over their concerns and two representatives from the business community
 - o That the **'Parking' Working Group** remain separate, with the same Councillors but no external members, continuing to address the broader issue.

Against: 0 Abstain: 0 For: 11

Action: [Town Clerk and Cllr David Higgins](#)

- iii) **Community Working Group:** **Cllr Jasper Evans** advised following Christine Milton stepping down, he will review remit and arrange a meeting with the members of Working Group to discuss.
Action: [Cllr Jasper Evans](#)

Town Clerk requested that Councillors look at the Working Groups and Local Organisations document ahead of October's meeting with a view of looking at the remit, membership and Terms of Reference for each group they are involved with. **Action:** [All Councillors](#)

18. REPORTS



- a) *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) Mayor

None

ii) Councillors

Cllr Craig Niven advised that he has attended a meeting put on by SHDC around cycling and walking, although informative there is currently no budget. However, he advised that along with Dist. Cllr Mark Long he will be having a walk-a-round in Salcombe on Friday to look at feasibility of locations for cycle racks. Open to all Councillors.

Cllr Jasper Evans reported on the Chamber of Commerce Meeting:

1. After a lengthy project the Chamber has a new mission statement: "To make doing business in the South Hams a great experience year-round for our members."
2. A new name was agreed: "The South Hams Chamber".
3. A new logo was agreed, to modernise the Chamber's visual identity.
4. Points of discussion from Salcombe:
 - a. Successful Salcombe Regatta 3-10 August
 - b. Summer season
 - c. P&R and parking single main issue, strong desire amongst many residents for smaller P&R buses. Council very focused on this
 - d. Salcombe Field of Light 5 October-10 January 2025. We will not know until it is underway how many people will come and the effect on the town's economy
 - e. Salcombe Live Festival 4-6 October
 - f. Life on the Edge event 7 November
 - g. New Salcombe Minibus, new Rockfish opening (now expected in November)
 - h. Seeking to keep/replace ATM/payphone in centre of town.
5. The Chamber will make a submission to the public consultation supporting ours, to retain and replace the Whitestrand ATM and payphone.
6. The Chamber noted that many of Salcombe's businesses participated in the Community Economic Plan survey. Parking issues generated most business responses. The Chamber said they hope the Council will robustly tackle Salcombe's parking problems.
7. The Chamber's Business Club will next meet on Thursday 26 September at Salcombe Gin, followed by supper at Primo Pizzeria. A further Business Club meeting will take place in Salcombe in November to include viewing the Salcombe Field of Light.
8. Grant applications to the Chamber were considered. They are now rated by criteria which reference the Chamber's mission, including their contribution to the area's year-round economy.
9. Discussion about Salcombe Field of Light and how it might benefit businesses especially during the three months following the opening razzmattazz on 5 October.
10. The Chamber will prepare a map showing the best places to view the lights in Salcombe, available at Salcombe Information Centre and elsewhere.
11. Increased footfall in the evening at some viewing spots: are these areas sufficiently well-lit at night and is anything needed to ensure viewing is safe, e.g. at Victoria Quay?
12. How prepared are businesses and the town for the additional footfall / what steps could be taken to maximise benefits for the local economy?
13. Simon Gotch will present to the Chamber about his proposed brownfield development at the old Nursery, Malborough.
14. Businesses have raised concerns with the Chamber that there is not open and fair tendering for SHDC's business units in Salcombe. Units appear to have been allocated by a SHDC Councillor or Officer without a transparent tender process or best price being sought. When the issue was raised with SHDC the question was not allowed to be put. The Chamber is considering how to pursue this issue.

iii) Clerk

See Appendix 3

- iv) **Asset Transfer Committee – Cllr Jasper Evans** advised that Committee met with SHDC Kirsty Sproston, Chris Brook and Cllr Mark Long



- Discussed the transfer to all land assets in Salcombe under SHDC's remit. Subject to Council's decision in October. SHDC in principle is happy to proceed with the transfer of the non-Charity land to Salcombe Town Council for nominal fee of £1.
- The Charity land itself will be subject to restrictions and to remain with the community. The 'Charity' land will be transfer of trusteeship from SHDC as sole trustee to Salcombe Town Council, a corporate body, as sole trustee. Thus, the Committee will investigate all such implications including costs relating to STC becoming a 'Trustee'.
- There will need to be a public consultation.

21.30 Mayor proposed and Council **RESOLVED** to continue the meeting

Against: 0 Abstain: 0 For: 11

v) HR & Staffing Committee

Cllr Craig Niven advised that they will be looking for a replacement for the current Project Officer & Cemetery Management role.

The Town Clerk advised the Council that the retirement of Pete Robinson, will leave a massive hole due to his knowledge and commitment to the role.

vi) Working Groups:

○ **Community**

None

○ **Field of Lights**

Cllr Mark Goodey (lead) advised that RNLI (charity arm) are on target in installing the lights and road closures and use of Creek carpark (Fish Quay won't be in operation) permissions are through. Working Group will source contact numbers of the organisers and pertinent agencies in case there are issues e.g. with traffic **Action: Cllr Mark Goodey**

○ **Finance**

None

○ **IT, Website & Social Media**

None

○ **Legal**

Cllr Jasper Evans advised that work is continuing with regards to the transfer of Cliff House Woods; has requested for the Trust document.

Town Clerk advised she needs to meet with Cllr Jasper Evans to discuss Cliff House Lease

○ **Park and Ride**

Cllr Andrew Reed asked if Council can vote on the quotes received for the Park and Ride fencing and barrier. Town Clerk advised that the Working Group needs to review and bring a motion to a meeting for it to be discussed with a discussion to be had with the Finance Working Group beforehand. **Action: Property & Maintenance/Park and Ride Working Group**

○ **Planning**

➤ **Cllr Andrew Reed** advised that the Planning Working Group would like authorisation from the Council for a letter to be sent to SHDC enforcement officers regarding 2 properties in Salcombe. Council agreed for the Cllr Reed to draft the letters with Council voting via email. **Action: Cllr Andrew Reed**

➤ **Councillors** discussed the marine stores with the discussion being that members are concerned about the future use of these stores; not the historic use of these buildings.

○ **Property and Maintenance**

Cllr Craig Niven advised that:

➤ The Working Group has had its first meeting. Looking to meet with a Property Company that Cllr Kizzy Sims-Stirling has recommended as they work with



schools within Devon, with a view to help manage the maintenance of the Council's assets. Will need to source 3 quotes but having an initial conversation as a starting point.

- Looking to review the rental value and value of the Council Building; have sourced 3 quotes from Chartered Surveyors.

It was requested that a decision could be made on who to choose – Town Clerk advised it needs to be an agenda item and therefore no decision can be made at this meeting. Further request put forward for the decision to be made outside of the meeting, via emails. Town Clerk advised that this is for urgent decisions and is not comfortable with the number of decisions being made via emails. She advised that decisions should be made following discussions where questions can be asked and budgets discussed and therefore motions should be on agendas for full discussion at Town Council meetings. She suggested that agenda items involving quotes can be put forward and then postponed to the next meeting if quotes not received in time for meeting.

- **SHDC Community Economic Plan**

Cllr Andrew Reed advised that he went to Kingsbridge Community College where SHDC did a presentation to the 6th Form with the view of them feeding into Kingsbridge CEP.

- **Trees**

None

- **Unregistered Land**

Cllr Jasper Evans advised that the Working Group is currently looking at the Unregistered Land called The Spinney with the view of protecting it as a green space for the community.

- **Welcome Sign**

Cllr David Higgens will be liaising with DCC

Town Clerk reiterated her expectation that the Working Groups have a complete understanding of any agenda items they bring to a meeting; with budgets discussed with Finance Working Group and herself to enable them to explain motions, with accompanying reports, and recommendations to their fellow Councillors. This will ensure Councillors have a clear understanding of what they are voting on and enables clear transparency for the electorate.

- b) To note matters raised in the reports and consider any to be added to the agenda for a future meeting or for a Working Group to take forward.

None

19. FINANCE

- i) Council received invoices and payroll for approval and payment

Town Clerk advised:

Liaising with IT Workhouse with regards to their invoice as they are charging for 12 Councillors with there currently only being 11.

Has checked Tally Ho's breakdown of costs against their invoice; all agrees

Council **RESOLVED** to approve payment of invoices and payroll

Against: 0 Abstain: 0 For: 11

- ii) Council **RESOLVED** to approve finance report/bank reconciliation - See appendix - finance report

As part of the finance report Clerk reported that she has received PKF's (external auditor) interim report, as they cannot certify completion as the period set by STC for the exercise of public rights does not expire until 11th October (which is after 30th Sept – the statutory deadline to publish signed external report and AGAR)



Council **RESOLVED** to publish this for 14 days

Against: 0 Abstain: 0 For: 11

20. NEXT MEETING

Council **RESOLVED** that the next meeting will be held on Wednesday 23rd October 2024 commencing at 6.30p.m in the Council's Meeting Room at Cliff House, Salcombe

Against: 0 Abstain: 0 For: 11

Meeting ended: 22:11

Minutes approved:

Ma
Town Mayor
Date: