

## Minutes of Committee Meeting

Wednesday 1<sup>st</sup> November at 5.45pm in Quay House, Kingsbridge



### 1. Welcome & Apologies

Present:	James Spencer Scot Baston Nicola Coulson Georgie Leonard Kim Willis Alison Theaker Alex Robertson Cllr Barbara Price Cllr Sam Dennis	Chair   Pebbles Group Vice-Chair, Kingsbridge   Cornerstone Photography Secretary Committee Member, Bochinelli Committee Member, Marketing Manager Committee Member, Live Life for me Committee Member, IT Workhouse Associate Committee Member, Modbury Parish Council Associate Committee Member, SHDC
Apologies:	John Gardner Catherine Gillen Jane Tyler Sarah Burnett Cllr Mark Goodey Cllr Philip Cole Cllr Mark Long  Cllr Rufus Gilbert Dawn Blundell	Treasurer Committee Member, The Brownston Gallery Committee Member, The Winking Prawn Group Associate Committee Member, KCC   Salcombe Info Centre Associate Committee Member, Salc. Town Council, Mayor Associate Committee Member, Kingsbr. Town Council, Mayor Associate Committee Member, SHDC (esp. Planning) & Salcombe Harbour Committee Associate Committee Member, Devon County Council Associate Committee Member, Kingsbridge Info Centre

### 2. Minutes & Actions

Minutes from 4<sup>th</sup> October 2023 approved.

#### Actions outstanding from June meeting:

Action #0: Kingsbridge Traders collaboration - *ongoing*

NC/AT

AT had a meeting with JW - seeking further clarity about what training the traders want.

AT suggested:

- **Scott Warren:** "Pricing Wizard" and Federation of Small Business member runs pricing workshops online ("Price your business so you actually make a profit") - 3 x 1 hr sessions, "pay as you feel". <https://www.linkedin.com/in/scott-warren-pricing-wizard/>
- **Google Digital Garage:** Enterprise Nation has partnered with Google to provides free digital training and mentoring to small business owners. They ran an in-person event in Plymouth in October, providing expert coaching on various growth-related topics, from social media strategy and reaching a wider customer base, to managing your digital footprint. They also run webinars.

Awaiting response from Julia Wingate.

- GL told committee that there is an informal gathering of traders on Monday 6<sup>th</sup> November and offered to bring it up.
- A debate ensued about the merits of any proposed event being either in-person or online. AT pointed out that traders might not have time for an "event". BP pointed out that it might be geographically impractical to meet. JS advocated for something "physical" - if we're going to invest the time, one of the drivers is to bring people together and forge relations.
- SD asked if Mark Holt & Co are still members (they're not) as they run a pricing for profit workshop (in person).
- JS keen on something physical - potentially a breakfast club or Business Club tie-in?

***Agreed to continue discussions with Julia Wingate.***

Action #1: Kingsbridge Map - *ongoing*

JS/NC

- SD confirmed that there is no funding available from SHDC except for each Councillor's locality budgets. Each District Councillor has £2k to spend and each County Councillor has £5k.
- She also referred to 3 more underutilised noticeboards in Salcombe's car parks which she suggested could all be used to promote membership of the Chamber, at least on a temporary basis.
- JS agreed that it's a wonderful opportunity. It is unclear who owns the noticeboards so it was suggested we approach STC, asking them if they would be happy for us to lead on content as part of our ongoing relationship.
- A discussion ensued about whether we have the time/resources to create content and/or take responsibility for the boards.
- SB suggested the idea of a generic advert for the Chamber with link to our website. PC advised against anything time sensitive - generic is better.

***Agreed to approach SIC with a request to use the boards and make a judgement at next committee meeting.***

#### **Actions outstanding from August meeting:**

Action #4: SHDC's Community Economic Plan Projects/Laura Eames: NC  
NC to invite Laura Eames to a future committee meeting to share her economic plan for the area. *Carried over/ongoing*

Action #8: NC to pull together a generic role spec for committee members. *Ongoing* NC

#### **Actions outstanding from October meeting:**

Action #1: Salcombe's Field of Lights NC  
To book Salcombe Harbour Hotel for final November 2024 Business Club put Field of Lights on Dec agenda to discuss possibilities events in collaboration.

Action #5: JG to clarify if we need this policy, to review Wessex and to consider changing broker, possibly to a local broker, e.g. Sabre? JG

Action #6: JG to follow up with Ed Botterill re Dartmouth Chamber. JG

Action #7: SD to liaise with Nigel Mortimer and invite to committee meeting. SD

### **3. Council reports**

#### **District & County: South Hams District Council | Devon County Council**

##### **Devon County Council**

*Apologies from RG*

##### **South Hams District Council**

##### **Harbour Board**

Kate Allen, Salcombe Finest, is board representative on the Kingsbridge and Salcombe Marine Business Forum.

As the new harbour office is nearing completion and the commercial units are finished (five tenants are signed up and three units are already occupied), SD reported that:

- SHDC has employed a Marine Decarbonisation Officer.
- A Marine Economy Study is intended to be carried out during February 2024.
- Works are underway to establish the carbon footprint of the Harbour.
- An electric vessels project is also underway.

JS thanked SD for representing the interests of the Chamber on the Harbour Board, restating the importance of the harbour to the business community. It is therefore important that the Chamber should have representation.

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## Grant Funding

SHDC has been granted over £800,000 of Rural England Prosperity Funding, and are inviting applications to the following grant schemes:

- **Decarbonisation Grant**

Businesses that have developed a decarbonisation plan as part of a recognised scheme can apply for up to £10,000 to implement the solutions identified in their plan. The funding is for activities to reduce the carbon footprint of your business and reduce expenditure on energy/fuel. Limited companies, including social enterprises and CICs, sole traders/partnerships and registered charities can apply.

- **Agri-tech Grant**

Capital grants for agricultural businesses of between £5,000 and £10,000 to adopt new technologies and products, preferably that they have piloted as part of the agri-tech alliance project. Businesses in the agricultural sector can apply.

- **Clean Diversification Grant**

For businesses diversifying into areas of activity that will enable them to operate more sustainably, efficiently and for them to be as low-carbon as possible. Grants can be from £2,000 to £10,000. Limited companies, including social enterprises and CICs, sole traders/partnerships and registered charities can apply.

- **Community Resilience Grant**

To support the resilience of community facilities, such as community and village halls, village shops, and other sites which provide a range of services to their local communities. Grants can be from £2,000 to £10,000. Social enterprises and CICs, registered charities and town/parish councils can apply.

Cllr John Birch (Lead Executive Member for Economic Development; Commercial Strategy; and Governance) will give SD an updates on business development and she will relay anything pertinent. Cllr Birch would be happy to come to a meeting/Business Club.

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Action #1: NC to update grant section with SHDC grant

NC

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**Town: Salcombe | Kingsbridge | Modbury**

**Salcombe Town Council (STC)**

*Apologies from MG*

**Kingsbridge Town Council (KTC) - PC**

**1. Bus Services**

PC thanked Chamber for input into the ongoing local bus service issues. KTC had liaised with DCC, a local taxi company and neighbouring parish councils for the introduction of a 'dial-a-ride' 9-seater minibus service on Saturdays, run by 24/7 Taxis, to replace deleted bus services. A draft timetable and route have been worked up.

**2. Bandstand**

Recent weather is impacting on finishing and a completion date could not be provided at the present time.

**3. Flooding**

The October flooding tested KTC's Flood Plan. Bridge Street and Mill Street were temporarily closed during flooding on Saturday 28 October and PC and volunteers were handing out sandbags and slowing down cars.

PC reported that South Sands Hotel had asked KTC for sandbags.

Action - ask STC if they have sandbags and how they manage their provision - Interesting to find out if Salcombe has this provision.

**4. Police station**

Building works are almost complete, barring installation of IT.

3 PCOs have been recruited and the front office should be open when they're fully trained, hopefully by the beginning of December.

## Modbury Parish Council (MPC) - BP

BP updated on SW Water's planned works and the public consultation that took place on Wednesday 25<sup>th</sup> October.

SW Water are now planning to repair the sewer with very latest lining technology, which will reduce the number of excavations needed. They plan to start on 8 January 2024 with the intention to finish by the end of February.

One of the most positive outcomes of using the lining technique is that there is less need for road closures, although some will still be needed, including:

- **Broad Street:** 8 January 2 weeks - Lane closure and traffic lights
- **Church Street:** 8 January 5 weeks - Road closure
- **Moon Lane/Church Lane:** 12 February 5 Days - Road closure

There will also be overnight road closures in some areas. SWW are working in these areas at night to minimise further disruption to the town and to maintain access to the health centre during the day.

- **New Road:** 19 January 1 day - Overnight Road closure
- **Poundwell Street:** 8 January 1 week, and again 29 January 1 week - Overnight road closures
- A diversion route will be in place with additional traffic management in Modbury to allow local access. SWW have committed to make every effort to minimise disruption and to maintain access to properties affected by the road closure, with all pavements and car parks remaining open.
- BP reported that there will be a diversion on the A-roads which will hopefully reroute lorries, although buses remain slightly contentious; it was thought there would be a shuttle - this will be taken up with the bus company.
- Whilst they are still worried about the impact, businesses are more satisfied that the consultation was organised properly this time and glad the disruption is only going to last 6 weeks.
- DCC have now blocked any more utility works digging up during these works.
- SW Water will pay for loss of earnings.

Action #2: Add Modbury closure to the Agenda - *ongoing*

NC

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## 4. Business Clubs

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- Discussed results of online member survey on Strategic Priorities for 2023/24.
- **Housing** (for business owners &/workers), and **Connectivity** online are concerns.
- AR to put together blog content on alternatives to broadband.
- It was suggested we invite Jonathan Fisher, National Trust's General Manager for South & East Devon properties, to speak on the NT's future plans, and the Tiny House concept as a potential solution for lack of local housing for seasonal staff.
- Committee agreed to tweak the format and invite new businesses to do 3-minute hot spots.

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## 5. Treasurer's Report

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Report dated 31 August 2023

### Financial Statements

#### 1. Account Balances

Current Account balance	£13,677.72	
(Modbury funds)	(£4,920.13)	
(Kingsbridge Traders)	(£2,670.00)	
Current Account Net Total	£6,087.59	
Deposit Account	£3,198.78	
<b>Total Balance</b>	<b>£9,286.37</b>	(September balance = £9,452.40)

Monthly Income/Expenditure Statement - as previously circulated.

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## Upcoming Donations

Donations look-ahead in accordance with the 2023 Draft Budget:

<b>Date</b>	<b>Beneficiary</b>	<b>Amount</b>	<b>Notes</b>
Feb	Kingsbridge TIC Jobs Board	£840	Paid £700 + VAT
Mar/Apr	Kingsbridge in Bloom	£500	Paid 12/3
	Kingsbridge Classic Rallies	£200	Paid 17/3
	Salcombe Dinghy Sailing Wind Project	£300	Paid 17/3
Sep	Salcombe Live Music	£300	Not approved
Oct/Nov	Kingsbridge Celebrates Christmas	£300	Paid 16/9
Oct/Nov	Salcombe Christmas Lights	£200	Paid 25/11
Oct/Nov	Modbury Christmas Lights (agreed Oct)	£300	Paid 30/11

### Notes

- Ideas are requested for 2024 donations, eg. Kingsbridge Food and Music Festival.
- DRAFT expenditure protocol paper - for discussion at December meeting

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## 6. AOB

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**Date of next meeting:** Wednesday 3<sup>rd</sup> January 2024

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