



Minutes of Committee Meeting

Wednesday 3rd September 2025 at 5.45pm in Quay House, Kingsbridge

1. Welcome & Apologies

Present:	Cllr Sam Dennis Scot Baston Nicola Coulson Jane Tyler Mark Goodey Cllr Steve Mammatt Adam Taylor Cllr Jasper Evans Cllr Sarah Wyatt Sarah Burnett	Chair Associate Committee Member, SHDC Vice-Chair, Kingsbridge Cornerstone Photography Secretary Committee Member, The Winking Prawn Group The Winking Prawn Group Associate Committee Member, Kingsbr. Town Council Committee Member, Taylored Games Associate Committee Member, Salc. Town Council, Mayor Associate Committee Member, Modbury Parish Council Associate Committee Member, KCC Salcombe Info Centre
Apologies:	Kim Willis Cllr Julia Wingate Alex Robertson Cllr Mark Long Dawn Blundell	Committee Member, Marketing Manager Associate Committee Member, Kingsbr. Town Council, Mayor Committee Member, IT Workhouse Associate Committee Member, SHDC (esp. Planning) & Salcombe Harbour Committee Associate Committee Member, Kingsbridge Info Centre

- The Chair opened the meeting and welcomed attendees.
- Apologies were received from KW. Brad Gerrard was unable to attend but expressed interest in joining the next meeting.
- AR has resigned from committee due to clashes with his wife's teaching commitments. He offered to continue supporting Chamber activities in an informal capacity when possible.

2. Minutes & Actions

- The minutes of the meeting held on 6th August were reviewed.
- No amendments were noted.
- Outstanding actions included: Progressing the Community Economic Plan, further development of promotional materials, and planning for the Chamber's 75th birthday celebrations.
- See **South Hams Chamber - Consolidated Action Tracker** (p. 4)

3. Round table reports from Associate and Committee Members

Members shared updates on local business and community matters:

a) Salcombe

- Businesses reported a strong summer, helped by fine weather and popular events such as the regatta and local film release.
- The forthcoming **Salcombe Live** festival (3rd-5th October) was highlighted as a key attraction.
- Devon Rum has introduced live music and customer incentives, improving trade. Rockfish also saw strong footfall with meal deals.
- Several new retail openings performing well.

b) Salcombe | Town Council

- Plans for a **Salcombe Christmas Market** were outlined, although limited to local traders due to costs and logistics. An alternative option of a one-day community market in Whitestrand car park is being explored.
- Salcombe Town Council will begin producing a twice-yearly printed newsletter for all residents and businesses.
- Licensing issues were raised, with concerns over pop-up venues, late-night noise, and lack of regulation. Input to the South Hams licensing review is being prepared.
- Ongoing discussions with Devon Highways and South Hams District Council regarding A-boards and pedestrianisation of Fore Street and Whitestrand.

c) Kingsbridge

- Experiences were mixed. Some businesses enjoyed their busiest August on record, while others saw quieter trade, especially over the bank holiday weekend.
- Changes in the high street include the sale of Herrings Shoes and movement in Pete's and other vacant units.
- Discussion highlighted the importance of attracting Salcombe visitors into Kingsbridge, especially during rainy days.

d) **Modbury**

- Summer started positively but was marred by severe flooding on 22nd August, which affected many businesses and the Post Office.
- Concerns raised about inadequate council maintenance of drains; discussion about whether towns will need to self-manage clearance in future.
- Emergency planning is underway, with recognition that extreme weather events are likely to increase.

e) **Tourism & Community Initiatives**

- Kingsbridge Tourist Information Centre reported improved footfall compared to 2024, though still below pre-pandemic levels.
- Kingsbridge's miniature railway also experienced a stronger season thanks to good weather, despite driver shortages.
- The first **Kingsbridge Fringe Festival** is underway, described as a "test year" with good participation from venues.

4. **Membership Report**

- New members welcomed, including **Jamie Rogers**.
- Prospects include Toy Soldier Emporium, Tuckenhay Mill, Rockfish, and Devon Rum.
- Membership drive will continue through social media and direct outreach to local businesses.
- Discussion about improving communication of Chamber benefits to prospective members:
 - Proposals for **window stickers** and **digital "member badges."**
 - Updated promotional leaflets and posters to explain what the Chamber is and what it offers.
 - Agreement that many businesses still don't understand the role of the Chamber and that clearer messaging is needed.

5. **Business Clubs**

September Event

- Options include hosting at Jamie Rogers' or Winking Prawn, with the possibility of spotlight talks from Friends of KCC and Kingsbridge Primary. Non-members may also be invited to encourage new joiners.

November Event

- Harbour House Café or 33 by the Sea proposed as potential venues.
- Members agreed that Business Clubs should not simply be networking events, but opportunities for host businesses to showcase their products/services to potential customers.
- Finalise venues, secure member participation, negotiate pricing, and align events with business promotion opportunities.

Chamber Christmas Party Proposal

- General support for reinstating a Chamber Christmas Party, separate from the November Business Club.
- Idea is to provide smaller businesses (without their own parties) with a festive celebration.
- Possible option to partner with hotels already offering party nights, e.g. South Sands Hotel (11th December).

6. **AOB**

a) **Promotional Material**

- New branding to be incorporated into posters, stickers, and banners. Suggestions for straplines included *"The Power to Do Business"*, *"Connect. Grow. Support."*, and *"Empowering Business."*

b) **75th Birthday**

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- Plans still to be developed; ideas to be revisited at next meeting.
 - c) **South Hams Way**
 - Agreed to explore linking with this walking initiative for joint promotion.
 - d) **Jobs Board:**
 - Currently under-used, with only a small number of postings.
 - Proposal to expand it to include trustee opportunities for charities seeking business expertise.
 - Members reminded to promote the jobs board actively.
 - e) **Free Parking Days:**
 - Coordination needed between towns to avoid clashes with Christmas events. Suggested dates: 29th November or 19th December.
 - f) **Railway Sponsorship:**
 - Deferred until costings are available.
 - g) **Newsletter:**
 - Bi-monthly email newsletter is in development and expected to launch shortly, alongside improved use of social media and the Chamber's WhatsApp group for sharing news quickly.
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The next meeting will be held on:

Wednesday 1st October 2025

South Hams Chamber - Consolidated Action Tracker

#	Action	Notes / Details	Status	Owner
1	Conduct admin review of lapsed members over past 3 years	Ongoing membership check	Ongoing	NC
2	Continue promoting Treasurer vacancy	Still open – circulate again	Ongoing	All
3	Draft and distribute messaging about Chamber value and roles for press and newsletter	To be included in Gazette, newsletter & website update	Ongoing	KW / NC
4	Plan post-donation initiatives (e.g. business support funds)	To be discussed further	Ongoing	SD
5	Reassess Chamber scope and objectives post-AGM	For discussion at October meeting	Ongoing	SD
6	Finalise mission statement and share with members	To be added to website newsletter & promo materials	Ongoing	
7	Develop structured guest invitation (QR code, voucher)	KW / SBa to mock up and present	Ongoing	KW / SBa
8	Refresh marketing materials (business cards, posters, stickers)	Support rebrand; simple strapline tbc – e.g. ‘Empowering Business’ / “Connect. Grow. Support.”	In progress	KW
9	Improve registration process & event ticketing	Investigate voucher/ticket system	Ongoing	NC
10	Promote membership benefits via website and comms	To support recruitment drive	Ongoing	KW
11	Consider donation to Kingsbridge & District Light Railway (KDLR)	Awaiting costings before decision	Pending	
12	Ensure Chamber representation at future Community Economic Plan (CEP) meetings	NC/SD if AT unavailable	Ongoing	AT / NC
13	Confirm Business Club dates and secure venues	September – Jamie Rogers or Winking Prawn; November – Harbour House?	Ongoing	NC
14	Prepare constitution updates for September meeting			SD
15	Increase digital outreach in Salcombe	Low social media engagement; push newsletter & Facebook		KW
16	Deliver Gazette feature & media for 75 th anniversary celebration	Still to be planned – carry forward	Pending	SD
17	Distribute promotional materials across South Hams in windows & noticeboards	Window posters, noticeboards	Pending	KW / All
18	Confirm Chamber Committee WhatsApp group setup	Useful for event/date coordination	Pending	
19	Finalise mural payment and fundraising strategy in Modbury	£2,000 payment and charity management	Done	
20	Automate template correspondence and integrate with Stripe	Welcome emails, cancellations, GDPR compliant	Ongoing	NC / KW / SBa
21	Confirm Christmas free parking days with towns	Avoid clashes; suggested 29 th Nov or 19 th Dec	Pending	
22	Monitor Tesco and other planning applications	Ensure Chamber voice is present	Ongoing	SD / AT

#	Action	Notes / Details	Status	Owner
23	Explore promotion opportunities linked to South Hams Way / walking trails	Link with local businesses along route	Ongoing	SD / KW
24	Publish Chamber newsletter	September	Pending	KW / NC
25	Proposed Christmas party - explore venue options and survey member interest.		Pending	NC