

**MINUTES OF THE CORPORATE PROPERTY MEETING OF DARTMOUTH TOWN COUNCIL HELD ON
TUESDAY 17TH July 2018**

PRESENT: Cllrs: A Fyson (Deputy Chairman); T de Galleani; D Gent; B Harriss;
F Hawke; R Lyon (The Mayor); F Pritchard-Tagg (Deputy Mayor);
R Springett (Chairman).

IN ATTENDANCE: Cllr Coles; Town Clerk: C Pritchard-Williams, Charley Adams (Dartmouth Chronicle).

20. APOLOGIES FOR ABSENCE

M Baillie; S Thomson.

21. DECLARATIONS OF INTEREST

Cllr de Galleani declared an interest in item no 9, the Old Market.

Cllr Coles declared an interest in item no 19, flat 6a / Museum.

22. CORRESPONDENCE

- **Bus Shelter** – The Clerk read out correspondence from a concerned resident with regards to a bus shelter that was no longer being used and was susceptible to vandalism.

The Chairman said that the Town Council had requested that the no 90 route be brought back, the Chairman agreed to write to Stagecoach about this matter.

23. EVENTS

- **Classic Channel Regatta** – The Clerk read out a request from the Classic Channel Regatta for the use of the Old Market in 2019, it was suggested that the committee could apply for a grant to help cover this.

All Cllrs were in favour.

24. ROYAL AVENUE GARDENS BUILDINGS

- **Bandstand** – The Chairman confirmed that the bandstand gates were still being mended.

25. CORONATION PARK

- **Playpark** - the Chairman spoke about the playpark and asked which committee this would go to Parks & Open Spaces or Corporate Property, there was no decision made. The Chairman said that he would draw up a draft safeguarding policy to be reviewed by Council.
- **Signage** - Cllr de Galleani spoke about how we would need to address the signage, Cllr Pritchard-Tagg mentioned the interim stickers that had been spoken about previously. The Clerk was asked to research acquiring stickers for the signage. The Mayor, Cllr Lyon said that he would look at all the signage and come up with a short term plan.

Proposed: Cllr Lyon

Seconded: Cllr Pritchard-Tagg

Resolved: That Cllr Lyon would work on a plan for the signage.

26. CASTLE ESTATE

Carpark - There was a discussion about whether we charge for the car park or not and that we should talk to the café out at the Castle Estate with regards to this issue.

Cllr Lyon mentioned that the toilet roof needed a good clean.

Cllr Fyson spoke about previous discussions about offering the toilets to the café / tea rooms owners.

Proposed: Cllr Lyon

Seconded: Cllr de Galleani

Resolved: That Cllr Gent will go and talk to the tea rooms out at the Castle Estate and the Maintenance Manager to clean the roof on the toilets.

27. GUILDHALL – UPDATE

- **Website**

- i. It was noted that the Town Council website is now live

- ii. It was noted that the Guildhall website is now coming to the end of its build and would be live shortly.

- **Storyboards** - Cllr Thomson is running this and there is currently no update.

- **Refurbishment budget update** – we have 67k left in our budget

There was a discussion about what some of this money could be spent on, the Chairman suggested that some of it could be spent on the open day which was being planned by Cllr Thomson, the Chairman suggested up to £1,000 for this. It was also suggested that we invite the school along to the open day and Cllr Gent said that he would be happy to talk to the Academy about this.

The Chairman and Cllr de Galleani spoke about audio equipment to enhance the output in the Council Chamber and a budget of around £20,000 was mentioned.

It was proposed that the Clerk could spend up to £1,000 for the open day in conjunction with Cllr Thomson and to discuss with Totnes Town Council about their audio system.

Proposed: Cllr de Galleani

Seconded: Cllr Gent

Resolved: The Clerk to set aside £1,000 for the Guildhall open day, to discuss with Totnes Town Council about their audio system and to set aside £20,000 for this purpose of purchasing and installing the equipment.

28. MARKET

- **Designated smoking areas** - there was a discussion about making the whole market non-smoking. The Chairman said that technically the Old Market was a building in the same way as a railway station was.

Proposal: Cllr Harriss

Seconded: Cllr Hawke

Resolved: The Clerk to investigate the legalities of making the whole of the Old Market non-smoking.

- **Repainting the parking spaces in the market square car park**, the Clerk was asked to circulate a copy of the market square map that Cllr Harriss had drawn up as an idea.

Cllr de Galleani spoke about the trees in the market, she thought that the tarmac needed to be brought back so that water could get to the roots, also the lower branches needed to be trimmed as high sided vehicles are damaging them. There was also a discussion about potentially putting railings around the trees.

Proposal: Cllr de Galleani

Seconded: Cllr Lyon

Resolved: That we protect the trees in the market and ensure they receive more water. The Clerk and Cllr de Galleani to speak with our Town Groundsman about what could be done to protect the trees.

Cllr Gent said that he would investigate bylaws for the market car park and the Old Market.

- **Gazebos** – have now been purchased, the stalls have now been cut down into tables by Whisky and Tim, and the remaining scrap will be going on Thursday.
- **Wi-Fi in the market** – There was a general discussion about the option of Wi-Fi in the market that everyone can access, Cllr de Galleani said that a larger mast was required to help with this and the Market tenants were willing to pay for. The Clerk was asked to investigate this further.

29. COMMUNITY ORCHARD

- Wall repair, this will be starting on the 23rd July 2018

30. BUTTERWALK

- Repairs to the outside of the Butterwalk, this work has all be completed.

31. BOATFLOAT

- Wall spraying, two have been completed so far this year, another one scheduled for later in the year.

32. LONGCROSS CEMETERY

- **Privacy Fencing** - this will be commencing in October.
- **Natural burial ground** - there was a general discussion about what to do with this area and it was generally thought that the natural burial ground should be closed and once the period of 20 years from the last burial comes to an end it will once more become included in the main part of Longcross Cemetery. It was noted that there were three burials in there and one reservation.

Proposal: Cllr de Galliano

Seconded: Cllr Harriss

Resolved: That the natural burial ground is closed, and the office write to the people who have reserved a plot to let them know and offer an alternative.

33. IVY LANE

- **Leak progress** – the leak has been fixed, the wall has now dried up.
- **Kitchen** - there was a general discussion about refurbishment of Ivy Lane, Cllr Gent had spoken to the Maintenance Manager about removing two of the three cookers, reducing the size of the kitchen and creating a walk-in storage area, this would also improve the look of that area.

Proposed: Cllr Lyon

Seconded: Cllr de Galleani

Resolved: That the Maintenance Manager goes ahead to draw up plans to remove two of the three cookers, reduce the size of the kitchen and create a walk-in storage area.

34. NEWCOMEN ENGINE

The Honorary Engineer has now been appointed.

There was a discussion about the Newcomen Engine and how it may need a clean at the end of the summer.

Cllr Fyson also reported that there had been a complaint about the state of the engine house and that parts of the engine room was being used for storage, the Chairman said he would visit the Visitor Center and talk to them about storage.

35. CCTV

The Clerk apologised for not sending out a report from the Chairman earlier.

Cllr Gent said that he had some concerns in terms of liberty because according to the Home Office's code of conduct, all citizens have the right to walk down the street without being filmed and there should be a pressing reason as to why CCTV should be introduced, and he doesn't think there is a reason to have it.

The Chairman replied that he feels there is a good reason to have it and asked for the Cllrs to read his report. The District Council will not pay for this and so it falls to the Town Council to do something about it.

Cllr Harriss said he felt it was necessary because of a shortage of the police force.

The Chairman recommended that this be brought back to full council in September.

36. EXCLUSION OF PRESS AND PUBLIC

Proposed: Cllr Lyon

Seconded: Cllr de Galleani

Resolved: That in view of the confidential nature of business about to be transacted, it was in the public interest that the press and public be excluded and that they be instructed to withdraw.

37. LONGCROSS CEMETERY

Cemetery Fees – Correspondence had been received from a resident of Dartmouth with regards to the fact that the burial fees are doubled, if you do not reside in the town. There was a general discussion about the cemetery fees and the Clerk read out the fees for both Totnes and Kingswear who both charge double if you do not reside in the area. The Chairman said that he had researched this, and it was a statutory duty for the Town Council to provide a burial ground however the current fees do not pay for the maintenance of Longcross Cemetery and the Town Council as a consequence subsidise the cemetery, so it wouldn't be a good idea to reduce this.

Proposed: Cllr Springett, the Chairman

Seconded: Cllr Hawke

Resolved: That the Clerk write to the resident with regards to this matter and explain that unfortunately the fees would remain in place.

38. FLAT 6A/MUSEUM – This was deferred to the following full council meeting at 7pm

ACTIONS

- Chairman to write to Stagecoach
- Clerk to talk to the Town Groundsman for a contact for producing stickers for signage or to investigate with Deep Blue Signs
- Cllr Lyon to work on a plan for the signage
- Cllr Gent to talk with the Café/tea rooms out at the Castle Estate.
- Clerk to investigate audio system in the Council Chamber.
- Clerk to investigate with DCC about making the Old Market non-smoking.
- Clerk to write to the people concerned with the natural burial ground.
- Maintenance Manager draw up plans the kitchen in Ivy Lane.
- Chairman said he would visit the Visitor Center and talk to them about storage.
- Chairman recommended that CCTV be brought back to full council in September.
- Chairman to draw up a safeguarding policy.
- Clerk was asked to investigate Wi-Fi in the market.
- Administrator/Clerk to write to the correspondent with regards to burial prices.