

**DARTMOUTH TOWN COUNCIL**  
**MINUTES OF THE MEETING OF DARTMOUTH TOWN COUNCIL HELD IN THE COUNCIL**  
**CHAMBER OF DARTMOUTH GUILDHALL ON MONDAY 5<sup>th</sup> NOVEMBER 2018**

**PRESENT:** Cllrs: R Lyon (Mayor); F Pritchard-Tagg (Deputy Mayor)  
Cllrs: G Coles; R Cooke; T Fyson; T de Galleani; D Gent; F Hawke;  
I Pritchard; R Springett; S Thomson.

**IN ATTENDANCE:** The Reverend Prebendary Will Hazlewood; Town Sergeant: R Lambden; Town Clerk: C Pritchard-Williams; Dartmouth Chronicle: Charley Adams; County & District Cllr: Jonathon Hawkins; District Cllrs: Rosemary Rowe; Hilary Bastone; DGP representative; 6 members of the public.

Prayers were read out by Father Will Hazelwood before the meeting began.

**117. CHAIRMAN'S ANNOUNCEMENTS**

The Mayor announced the standard emergency evacuation procedures. He requested that mobile phones and other devices be set on silent or turned off. Anyone intending to record any part of the meeting was asked to declare this.

**118. APOLOGIES FOR ABSENCE**

Cllrs: P Allen; M Baillie; B Harriss; D Kelland; S Smith

**119. DECLARATIONS OF INTEREST**

There were none

**120. TO RECEIVE REPORT FROM THE POLICE**

Sgt Iain Simons had submitted a written report which was emailed to all Cllrs prior to the meeting and a paper copy was circulated at the meeting (Appendix A)

**121. TO RECEIVE REPORTS FROM AND PUT QUESTIONS TO THE COUNTY AND DISTRICT COUNCILLORS**

**Cllr Hawkins** gave a verbal report.

He spoke about youth work in Dartmouth, forthcoming planning applications and general health concerns.

**Cllr Rowe** had submitted a written report which was emailed to all Cllrs prior to the meeting and a paper copy was circulated at the meeting (Appendix B)

Cllr Rowe congratulated everyone who was responsible for the food festival and said it was an excellent event.

She also commented that the Police should be notified because a group of youngsters were going up and down Victoria Road on their scooters when a double decker bus was coming down the hill and it looked very dangerous. Cllr Gent said that this has been referred to the Police on a number of occasions.

Cllr Rowe also noted that she would be attending the Remembrance Service on Sunday

**Cllr Bastone** gave a verbal report

**He spoke about the** budget process, public consultation consultations, and the Neighbourhood Plan, universal credit

*Cllr Hawke entered the room at 19.22*

**122. QUESTIONS TO THE MAYOR BY MEMBERS OF THE PUBLIC**

One member of the public asked what the Town Council policy on affordable housing was, and what the amount is that is deemed affordable to most people.

The Mayor responded that the Town Council is keen to ensure that enough affordable houses are built for Dartmouth but it has no statutory power to provide housing and this falls to SHDC. Our Chairman of the Planning committee is investigating one or two things and the Council would like to move things forward so more people can be housed effectively but how quickly and what availability of land is available we are not sure.

The Mayors personal view is that there should be affordable housing available and also more rental facilities for the young and elderly and people on a low income.

*Cllr Hawkins left the meeting.*

**123. TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON THE 1<sup>ST</sup> OCTOBER 2018**

Members reviewed the minutes of the previous Town Council meeting.

**Proposed:** Cllr Gent

**Seconded:** Cllr Springett

**Resolved:** That the Report and Recommendations of the meeting of the Town Council held on 1<sup>st</sup> October 2018, be confirmed and signed as a true record.

All Cllrs attending the meeting were in favour.

**124. TO RECEIVE SUCH CORRESPONDENCE AS MAY BE SUBMITTED TO THE TOWN MAYOR**

Correspondence had been previously circulated.

**125. TO RECEIVE THE REPORTS AND RECOMMENDATIONS OF MEETINGS OF THE UNDER MENTIONED COMMITTEES:**

- **Personnel Committee – 23<sup>rd</sup> October 2018**

Cllr Hawke apologised for being late this evening and reviewed the minutes.

**Proposed:** Cllr Hawke

**Seconded:** Cllr Springett

**Resolved:** That the Report and Recommendations of the above meeting be approved.

All Cllrs attending the meeting were in favour.

- **Finance Committee 23<sup>rd</sup> October 2018**

Cllr Pritchard-Tagg reviewed the minutes.

**Proposed:** Cllr Pritchard-Tagg

**Seconded:** Cllr Gent

**Resolved:** That the Report and Recommendations of the above meeting once updated be approved.

10 Cllrs were in favour

One abstention

- **Planning Committee 17<sup>th</sup> October 2018**

Cllr Gent reviewed the minutes.

**Proposed:** Cllr Gent

**Seconded:** Cllr Springett

**Resolved:** That the Report and Recommendations of the above meeting be approved.

All Cllrs attending the meeting were in favour.

- **Parks & Open Spaces Committee 30<sup>th</sup> October 2018**

Cllr Cooke reviewed the minutes.

**Proposed:** Cllr de Galleani

**Seconded:** Cllr Gent

**Resolved:** That the Report and Recommendations of the above meeting be approved.

All Cllrs attending the meeting were in favour.

## **126. TO APPROVE CHANGES TO THE COMMITTEE MEMBERSHIPS 2018-2019**

The Clerk said that there were a couple of changes to the committee memberships that needed approval from Council.

It was noted that Cllr Springett was listed as vice chair on Personnel which was incorrect; the Clerk said that this would be amended.

The Clerk explained that Cllr Harriss had requested to come off the Parks & Open Spaces Committee and Cllr Coles had requested to go onto the General Purposes Committee.

**Proposed:** Cllr Gent

**Seconded:** Cllr Springett

**Resolved:** That the above changes be made to the Committee Memberships.

The updated document be attached to these minutes as Appendix C

All Cllrs attending the meeting were in favour.

## **127. NEIGHBOURHOOD PLAN**

The Mayor spoke about the neighbourhood plan (NP) and asked Cllrs to listen to a report from Cllr Fyson and to then vote on whether the Council should take this forward or not.

Cllr Fyson read out his report (APPENDIX D) about the NP.

The Mayor asked if the Town Council would like to move this matter forward.

A number of Cllrs gave their views on this issue and the general consensus was that this was a waste of time.

**Proposal:** To relaunch the neighbourhood plan working group as per Cllr Fyson's report.

**Proposed:** Cllr Fyson  
Not Seconded

**Proposal:** To abandon the neighbourhood plan  
**Proposed:** Cllr Springett  
**Seconded:** Cllr Thomson

**Amendment:** Rather than cancel this it should be resurrected at some point in the future.

**Proposed:** Cllr de Galleani  
**Seconded:** Cllr Gent

There were two votes for the amendment by Cllr de Galleani to allow the neighbourhood plan to be resurrected in the future.  
There were eight votes in favour of the proposal by Cllr Springett to abandon the neighbourhood plan.

**Resolution:** That the neighbourhood plan would be discontinued but could be resurrected at some point in the future should Council so wish.

*Father Will Hazelwood left the room 19.52*

**128. ALLOWANCES FOR ALL COUNCILLORS**

The Mayor spoke about the basic district allowances for Councillors which are available, and the Town Clerk and the Finance Officer have asked if members would like this allocated to the budget for the next financial year.

A number of Cllrs discussed this.

**Proposed:** Cllr Springett  
**Seconded:** Cllr Gent

**Resolved:** To approve this amount to be allocated into the budget for 2019-2020 and allow the facility should Cllrs require it, but that Cllrs reserve their position.  
Nine Cllrs in favour  
One abstention.

**129. TO RECEIVE REPORTS FROM AND PUT QUESTIONS TO REPRESENTATIVES ON PUBLIC BODIES AND ASSOCIATIONS**

There were none.

**130. TO RECEIVE THE CLERK'S REPORT OF FINANCIAL MATTERS FOR AUGUST 2018**

The Clerk had circulated copies of the financial report.

**Proposed:** Cllr Gent  
**Seconded:** Cllr Springett

**Resolved:** That the Clerk's report of financial matters for September 2018 under Standing Order No. 56 (b) be approved.  
All Cllrs attending the meeting were in favour.

**Virement of funds**

The Clerk said that the Finance Officer would like to move two amounts of money from one budget into another budget.

The Mayor explained that the remaining money left over in the Cemetery budget was because this GM work was now done in house.

£6,000 from the Guildhall maintenance budget into Telephone and IT (106)

£11,000 from the Cemetery to Equipment (300)

**Proposed:** Cllr Springett

**Seconded:** Cllr Gent

**Resolved:** To approve the virement of funds as detailed above.

All Cllrs attending the meeting were in favour.

**131. TO ANSWER QUESTIONS FROM MEMBERS ASKED IN ACCORDANCE WITH STANDING ORDER NO 29**

Cllr Fyson brought up the yellow bench which was previously mentioned in the Parks and Open Spaces meeting last week and the Clerk said that the office would action this.

Cllr Springett wanted to follow up on affordable housing from the item above 'Questions to the Mayor' and how this Council does not have a policy or a responsibility to provide affordable housing, that falls to SHDC.

Cllr Gent said that on the 23<sup>rd</sup> November is the 700<sup>th</sup> anniversary of St Clements church, and asked for anyone to loan any photographs they may have of the church from years gone by.

**132. ANY OTHER URGENT MATTERS OF REPORT**

There were none.

*The meeting ended at 20.05*

## **APPENDIX A**

### **Police report Dartmouth Town Council 02/10/2018 to 05/11/2018**

#### **Public Order**

An incident of 'knock and run' escalated out of hand in Crossparks, Dartmouth, where the young person responsible confronted and intimidated the resident of the property he was targeting, so much so that the matter was crimed as a public order incident.

A 14 year old male has been cautioned for that offence.

#### **Theft of a trailer**

Trailer reported as stolen from Coronation Park. There has been an increase in the number of fuel thefts from the pontoons.

#### **Drink Driving x 2**

A 31 year old male arrested after crashing his car near Bugford. He failed the breath test having been over three times the legal limit.

A 47 year old male was stopped in Mayflower Close, Townstal and was arrested having failed a breath test and was just under twice the legal limit.

#### **Theft – Shoplifting x 2**

A male is responsible for two thefts of perfume from Boots. He has been identified as a 40 year old from Plymouth and will be arrested in due course.

#### **Public Order**

A 50 year old Dartmouth male has been cautioned for being abusive and intimidating to a member of staff at one of the pubs in Dartmouth

#### **Theft**

A copper immersion tank was stolen from the rear garden of a property in Townstal.

#### **Criminal damage to motor vehicle**

The Mercedes badge of a vehicle was ripped off causing damage to the vehicle

#### **Prolific shoplifter arrested**

The prolific shoplifter who has been targeting Boots and CO-OP was detained by the Managers in the CO-OP. He is responsible for thousands of pounds worth of theft over the past 4 -6 months. He is a 43 year old male from Torquay. He is being re-interviewed on 8th November when it is anticipated he will be charged for numerous theft related offences.

#### **Sgt Iain Simons**

## **APPENDIX B**

### **S.H.D.C.Report for October 2018 from Rosemary Rowe.**

There will be a Town and Parish Event at Follaton House on Mon 10th December 2018 commencing at 6.30pm.

The items on the agenda include,

- D.C.C. Budget for 2019 / 20.
- S.H.D.C.Budget for 2019 /20
- Public conveniences.
- Progress of the J.L.P.

Please notify Anna Gribble of numbers attending.

Devon Homes Choice. There was a briefing for members recently, it covers 10 Local Authorities.

Various figures were given to us but those most appropriate to our area were 1,659 persons in S.H.D.C. Registered FOR Bands A /D. Of which 797 are in A/D . In housing need .

I have about 10 slides showing how the organisation works and allocates properties if anyone would like me to forward it to them. I personally did not learn anything new.

The council is working on the 2019/20 budget at present .There was a workshop meeting held recently and The Council Executive is considering proposals before bringing their proposals back to Full Council .

Apart from this your present District Councillors have gone through the selection process and been approved by their party to stand as candidates at the 2019 district Council Elections in May

APPENDIX C

**DARTMOUTH TOWN COUNCIL**  
**COMMITTEE MEMBERSHIP**  
**2018/2019**

*Changes to Committees agreed on Monday 5<sup>th</sup> November 2018*

<p><b>FINANCE (8)</b>            Cllr G Coles  <b><i>Cllr A Fyson (Vice Chair)</i></b>            Cllr D Gent            Cllr F Hawke  <b>Cllr F Pritchard-Tagg (Chairman)</b>            Cllr R Springett</p>	<p><b>PLANNING (8)</b>            Cllr P Allen            Cllr G Coles  <b><i>Cllr A Fyson (Vice Chair)</i></b>  <b>Cllr D Gent (Chairman)</b>            Cllr B Harriss            Cllr R Springett            Cllr S Thomson</p>
<p><b>GENERAL PURPOSES (8)</b>            Cllr P Allen            Cllr G Coles  <b>Cllr T de Galleani (Chairman)</b>            Cllr D M Gent  <b><i>Cllr B Harriss (Vice Chair)</i></b>            Cllr I Pritchard</p>	<p><b>PERSONNEL (6)</b>            Cllr P Allen            Cllr T de Galleani            Cllr B Harriss  <b>Cllr F Hawke (Chairman)</b>            Cllr R Springett  <b><i>Cllr S Thomson (Vice Chair)</i></b></p>
<p><b>CORPORATE PROPERTY (8)</b>            Cllr M Baillie  <b><i>Cllr A Fyson (Vice Chair)</i></b>            Cllr T de Galleani            Cllr D Gent            Cllr B Harriss            Cllr F Hawke  <b>Cllr R Springett (Chairman)</b>            Cllr S Thomson</p>	<p><b>PARKS AND OPEN SPACES (6)</b>            Cllr P Allen            Cllr M Baillie  <b><i>Cllr G Coles (Vice Chair)</i></b>  <b>Cllr R Cooke (Chairman)</b>            Cllr A Fyson            Cllr T de Galleani            Cllr R Springett            Cllr S Thomson</p>

The Mayor and Deputy Mayor are ex-officio members of all committees excepting Personnel.

## APPENDIX D

### Dartmouth Neighbourhood Development Plan (DNP Council statement v2 181105)

#### Tony Fyson

The Mayor, who is currently in charge of neighbourhood planning (as was his predecessor) has asked me to take the neighbourhood planning process forward again. He and I have agreed that the general feeling among Councillors seems to be to try to move the DNP process into a new phase, not relying solely on one Councillor or the Mayor. The difference now is that for the first time DTC intends to use the Government's community grant system plus our budgeted sum already approved by the Finance Committee to appoint consultants.

**First**, we must *re-state the Council's intention* to persevere with the creation of the Dartmouth Neighbourhood Plan. It should be noted, however, that the belief that Dartmouth Town Council has a so-called 'duty' to proceed with a neighbourhood plan is not correct. As current government guidance says "neighbourhood planning is not a legal requirement but a right" which communities may or may not choose to exercise. Some town and parish councils have decided not to start or have found the operation too onerous without substantial support. Neither is it permitted for a Neighbourhood Forum to be created to undertake the project if any part of the designated area falls within a town or parish council's boundaries. The Mayor and I agree that if it is approved in the required referendum, a neighbourhood plan will benefit the town enormously by inserting our community's priorities into the statutory local plan.

**Second**, following the meetings and public discussions held by the Topic Groups, it is time for the *Council to be better informed* about measures being considered. It should also be enabled to feed its own views back to those Groups and to any consultant that DTC engages. Reconciliation of proposals with existing Town Council policy will be a high priority. We propose that the Working Group should be relaunched with a membership of perhaps 10 and a remit to report monthly to the Planning Committee. The Group would be appointed by this Council and chaired by a Councillor, but with as before a majority of its members being non-councillors. The intention is not to repeat the discussions of existing topic groups. They would be encouraged to continue their work and produce written reports identifying specific policy proposals which should reflect the public priorities identified by the consultation already held. The Working Group will elect its own Chair, who as before must be a Councillor. I should add here that I am making no assumption about my own involvement.

**Third**, the Council needs to start *the process of finding consultants* and the grants with which to pay them as soon as possible. The government grants system insists that any grant must be spent within the financial year in which it was awarded. This rule means that funds are best applied for early in the financial year and that the next five months may have to be used for defining consultant tasks and comparing tenders from potential consultants.

The Council is therefore asked to approve the following resolution

**This Council re-affirms its wish to create a publicly approved neighbourhood plan for its area. To that end it authorises the Mayor and Councillor Fyson to take the necessary action to create the new Working Group and to commence the process of applying for the relevant government grants under the close supervision of the Council.**