

**MINUTES OF THE GENERAL PURPOSES COMMITTEE MEETING OF DARTMOUTH TOWN
COUNCIL HELD ON TUESDAY 13TH NOVEMBER 2018 at 6PM**

PRESENT: Cllrs: P Allen; G Coles; T de Galleani (Chair); D Gent; B Harriss; R Lyon (Mayor); I Pritchard

IN ATTENDANCE: Cllrs: Town Clerk: C Pritchard-Williams; Administrator: R Searle

10. APOLOGIES FOR ABSENCE

Cllrs: F Pritchard-Tagg (Deputy Mayor)

11. DECLARATIONS OF INTEREST

There were none

12. CORRESPONDENCE

There was no correspondence to note.

13. CHRISTMAS LIGHTS

There was a discussion about the Christmas Lights working group that has recently been formed and the Council agreed to adopt the working group terms of reference.

Proposed: Cllr Lyon

Seconded: Cllr Harris

Resolved: That the Council adopt the Christmas Lights Working Group Terms of Reference.

All Cllrs attending the meeting were in favour.

Members consist of Cllrs: Coles; Gent; Harris & the office receptionist. Cllr Gent said that the office receptionist is an actual member of the working group and not there just to take notes.

Cllr Gent said that the receptionist would need to be given a copy of the Council's standing orders and code of conduct for note only.

There was a general discussion about costs, location, design and whether the shops would help to contribute towards the Christmas lights next year and Cllr Gent suggested that this be discussed by the working group who would be looking into all of this in January 2019.

14. GDPR (GENERAL DATA PROTECTION REGULATIONS)

The Clerk circulated a summary document of what the GDPR was about and a report with recommendations from our Data Protection Officer (DPO). The clerk said that she would be working through these recommendations and bringing them back to this committee. The clerk spoke about the next steps that she would be taking which involved a data audit, a new privacy statement and advising the Cllrs of what responsibility they had in terms of the GDPR.

A GDPR working group could be set up or the General Purposes committee could opt to manage this, this would be discussed at a later date.

15. DEFIBRILATOR AT THE CASTLE (Update)

The Administrator explained that she had been in contact with the Dartmouth Defibrillation Fund who confirmed that they manage and maintain the defibrillators in the town, the request for one out at the Castle was passed on to them.

There are currently four defibrillators in the town (Guildhall, Marks & Spencers, Townstal Community Hall & the Doctors surgery) and there was a discussion that the ones situated at the Guildhall and the doctors were too close together so one could be moved to the Castle

It was also mentioned that the defibrillator boxes may need to be lit up at night so that people can see them and Cllr Gent said that he would walk around and check them.

Cllr Allen asked if they had a list on the window of the DVC of where the locations of the defibrillators were, and Cllr Coles said that she would check this and report back.

16. DISASTER PLAN (update)

The Clerk had found an emergency plan that was put together by the previous, previous Clerk (date unknown), and that a flood plan had also been found dated 2011.

Cllr Coles said that we should compare this to the Regatta's disaster plan and offered to take this on as a project.

Proposed: Cllr Lyon

Seconded: Cllr Paul

Resolved: That Cllr Coles comes up with an updated disaster / emergency / flood plan and brings it back to Council.

17. D DAY COMEMORATION – 6TH JUNE 2019

The Administrator explained that Cllr Springett had asked that discussions were started in respect of the 75th D Day Commemoration in 2019. Cllr Springett had been in discussion with the Secretary of the American Battle Monuments Commission as it was hoped that there would be concurrent ceremonies in Normandy and Dartmouth. This would involve a senior Embassy representative representing the US Government at the Dartmouth ceremony.

Cllr Springett had also suggested that representatives from the villages that were evacuated during the preparations were invited to the ceremony and that £2000 was put in the budget to cover costs and a "no host" buffet lunch in the Guildhall.

The Administrator said that she would contact the First Lieutenant's office at BRNC.

Cllr Allen questioned if this commemoration was a Town or Council led event. The Chair suggested that if it was a town led event then the organisation could be handed over to interested organisations in the Town.

In his absence, Cllr Springett was tasked with contacting organisations if it was to be Town led occasion.

The meeting finished at 18.33 pm