

# **DARTMOUTH TOWN COUNCIL**

## **Minutes of the Town Council Meeting**

**13<sup>th</sup> April 2015**

**At the Guildhall, Dartmouth**

Present

\*The Town Mayor (Councillor R M Lyon) - Chairman

\*The Deputy Mayor (Councillor R W I Cooke) - Vice-Chairman

\*Cllr P F Allen

Cllr A C Carter

\*Cllr D J Cawley

\*Cllr R E Chilcott

\*Cllr A J C Fyson

\*Cllr T de Galleani

\*Cllr D M Gent

\*Cllr F J Hawke

#Cllr C B Smith

\*Cllr S Smith

\*Cllr R Springett

Cllr O B Suarez

\*County Cllr J Hawkins

\*District Cllr H Bastone

District Cllr B S Cooper

\*District Cllr M Stone

\*Denotes attendance

#Denotes apology for absence

Also in attendance 4 members of the public and 2 members of the press.

**223. DECLARATIONS OF INTEREST.**

Cllr Springett and Cllr Gent declared a personal interest in **minute 229 e) Seagull Control.**

**224. REPORTS.**

Police Report.

In his absence the Clerk read out Inspector Tomlinson's report on the crime figures for Dartmouth for the month of March 2015. The number of total offences had fallen compared with the previous year.

District and County Councillors' Reports.

Cllr Hawkins thanked the Town Council for their help and support over the last 4 years. He informed the meeting that the Dartmouth Indoor Pool Trustees would be meeting with officers from the District Council in the next week and he stressed the importance of the Town Council sending a letter of support for the Indoor Pool to the District Council.

Cllr Hawkins, as a trustee of the outdoor swimming pool, reported that the outdoor pool would be opening again in June 2015. He thanked David Bond for his hard work for the outdoor pool over the last 2 years.

The new street lighting on the North Embankment had now been finished but Cllr Hawkins had raised concerns over the quality of the concrete paving. However it had been announced that the street lighting along the entire embankment would be replaced this year.

600 signed forms were to be taken to County Hall following the Devon County Council bus service consultation, requesting that no cuts be made to the Dartmouth bus services.

Cllr Hawkins reported that the Port of Dartmouth Royal Regatta Committee had voted unanimously to ask South Hams District Council not to use the rugby pitches as part of the Park and Ride parking for Regatta in 2015.

Cllr Hawkins thanked the Mayor and Town Councillors for the excellent Civic Dinner and as this would be the last meeting before the District Council elections he gave special thanks to Cllr Melvyn Stone who had been a previous Chairman of South Hams District Council and would not be standing for re-election to the District Council; Cllr Stone had worked extremely hard and had been an excellent ambassador for Dartmouth. The whole meeting thanked Cllr Stone.

Cllr de Galleani asked Cllr Hawkins if he could report a pothole in the Townstal Road adjacent to the speed camera, Cllr Hawke added that the potholes in Britannia Avenue still needed repair and Cllr Gent reported large potholes and poor lighting on Townstal Hill. Cllr Hawkins asked the Town Councillors to report these faults directly to the County Council through their Town Clerk.

Cllr Hawke also raised the problem of a mobile home parked immediately below the crossing at Cross Parks and blocking the view of pedestrians using the crossing; could the hatching be extended to prevent this. Cllr Hawkins asked that the Town Council keep a list of such items to be added to the next Traffic Regulation Order for Dartmouth.

Cllr Stone informed the meeting that following a resolution passed by the District Council some years ago all those employed on the Lower Ferry would have the first option to buy the ferry service should South Hams District Council decide to put this on the open market; he felt that this unique service must continue to serve Dartmouth and Kingswear.

Cllr Stone had worked to have the Royal Avenue Gardens Bandstand listed many years ago and had also taken charge of repairs to the Boatfloat and was instrumental in keeping this facility as an asset for local people.

All those present wished Cllr Stone a happy and prosperous retirement.

Cllr Bastone reported that South Hams District Council and West Devon Borough Council had received the Gold Award for 'Delivering through Efficiency' and the Silver Award for 'Council of the Year' at the national iESE (Improvement and Efficiency Social Enterprise) Awards on Wednesday, 4<sup>th</sup> March 2015.

South Hams District Council was undertaking a review into the current TAP Fund application process and Town and Parish Councils were asked to let Darryl White have their comments before 5.00pm on Friday, 1<sup>st</sup> May 2015.

The South Devon Coastal Local Action Fund had been awarded £1.5 million to fund projects to boost the local economy over the next 5 years, thanks to funding from the Rural Development Programme for England (RDPE). Organisations were now being invited to submit ideas to receive significant funding for projects that would create jobs in the area and help businesses to thrive.

Cllr Bastone thanked the Town Council for their support, assistance and friendship over the past four years. He also thanked the Mayor for the enjoyable Civic Evening. He went on to acknowledge the work of Cllr Melvyn Stone for the community of Dartmouth.

Cllr Cooke asked Cllr Bastone for further details of the Leisure Services contracts which were mentioned in Cllr Bastone's report to the March Full Town Council meeting, in particular clarification of the contract for Dartmouth and the 25 year length of the proposed contracts. Cllr Bastone explained that the District Council spent £500,000 - £600,000 per year on its 4 Leisure Centres which made up 12% of Council Tax for South Hams; the leisure review would shortly be coming to an end and the District Council would be issuing tendering for the running of the leisure centres (6 with West Devon's). The 25 year contracts would allow applications for grant funding, Cllr Bastone noted that the current Tone Leisure contract would expire at the end of March 2016. Cllr Fyson added that the new contracts should have periodic break clauses and stringent reviews of performance; Cllr Bastone explained that there would be a service level agreement and there would be 3 monthly reviews as at present.

Cllr S Smith enquired if the new indoor pool would be linked to and run with the existing Leisure Centre; this had been considered and added to the Leisure Review.

Cllr Cawley asked Cllr Bastone for the name of the officer at the District Council who would be administering the South Devon Coastal Local Action Fund; Cllr Bastone explained that the fund was administered by a committee. Carol Trant was the link officer for the District Council.

Cllr Hawke informed the District Councillors that all the Townstal ward Town Councillors felt strongly that the rugby club pitches should not be used for parking during Regatta as had been discussed; thousands of pounds had been spent on drainage and all the leisure services were important to local people. Cllr Bastone explained that a sum for tracking and any necessary repairs after use had been written into the proposals but the matter was still to be decided.

The Mayor stated that in February 2015 following discussions in June and September 2014, the Town Council had written to Cllr Holway, Chairman of the District Council Community Life and Housing Scrutiny Panel concerning possible affordable housing sites in Dartmouth but had not yet received a reply. The Clerk would send a copy to Cllr Bastone for information.

Cllr Springett congratulated South Hams District Council on the new Park and Ride contract which was working well and added that the £21 parking pass for residents which allowed use of the Park and Ride was excellent value for money.

Cllr Allen asked Cllr Bastone if he had any additional information on the sale of the Lower Ferry. Cllr Bastone explained that a working group had been formed to look at the efficiency of the operation and an options report would be produced.

**225. PRESENTATION BY MIKE MILLS ON THE FRIENDS OF IVY LANE AND THE NEXT STEPS IN CLARIFYING THEIR RELATIONSHIP WITH DARTMOUTH TOWN COUNCIL.**

Mike Mills the treasurer of the Friends of Ivy Lane apologised that the Chairman Nick Hindmarsh had been unable to attend. He reported that the Friends of Ivy Lane F.O.I.L. had been constituted prior to Christmas 2014 with its members taken from the user groups and had been set up to provide youth services.

The members were to develop a 5 year vision of a) how to provide youth services and b) how to fund this.

They needed to establish the potential number of users and would be talking to Devon County Council to establish the figures.

Mr Mills went on to explain that the group also wished to carry out market research through consulting youth groups in the area, to find out what potential users wished to get from the youth club.

He informed the meeting that since November 2014 one youth session per week had been provided at Ivy Lane. The group was putting together a draft business plan and would need financial support and would need to raise funds. F.O.I.L. would be making a submission to Dartmouth United Charities at the end of April 2015 for funding for the next 12 months. F.O.I.L. recognized the Town Council's support in providing the Ivy Lane building and were aiming to provide a "world class" youth service for Dartmouth.

Following a question from Cllr Gent, Mr Mills clarified that he had drafted the business plan and would be circulating this to the members of the committee including Cllr Gent. He also informed the meeting that the group would be holding a half day visioning session in early May.

Cllr Cawley stated that he hoped that F.O.I.L. would soon be up and running and that the recording studio would become operational.

Cllr Springett agreed and enquired if the use of Ivy Lane by other organizations was having any impact on the Youth Service.

Mr Mills replied that the Food Bank, Cooking Club and Dart Trekkers all fitted in with the current Youth Service provision and a suggested dance class on Saturdays would also add to the users of the building. The Mayor thanked Mr Mills for his presentation.

## **226. QUESTIONS TO THE MAYOR.**

Dr Boughton asked the Mayor if following the Councillors' work to encourage people to stand for election to the Town Council could this good work be continued and the candidates be encouraged to issue manifestos and ensure a good turnout of the electorate on May 7<sup>th</sup>. The Mayor replied that he appreciated that a good turnout of voters was hoped for by everyone.

Mr Boughton asked the Mayor if the Town Council would be writing to South Hams District Council ahead of the meeting of officers with the Indoor Swimming Pool Trustees in the next week. The Mayor replied that Cllr Gent would attend the meeting if he was unable to attend and the Town Council would send a letter of support for the Indoor Pool to the meeting.

Mr Boughton asked the Mayor if the Town Council would pledge the interest received on the £150,000 held towards the Indoor Swimming Pool to the pool's finances. The Mayor replied that this would be considered by the next meeting of the Finance Committee.

Mr Boughton asked the Mayor as the process for the election of Councillors was clearly set out could he clarify the process for the election of the Mayor's Chaplain. The Mayor replied that he would investigate this with the Town Clerk and would let Mr Boughton have the details.

Mrs Sue Thomson asked the Mayor for his thoughts on the Town Council's relationship with the BID and would there be a Town Council representative at the BID meetings. The Mayor replied that the Town Council had voted for the BID and Cllr Chilcott was the current representative.

Mr Mills informed the meeting that complete resurfacing of the road to Washbourne had taken place, although he felt that this had not been necessary. He had contacted Devon County Council and had been referred to their 90 page highways policy document.

**227. URGENT BUSINESS.**

There was one item of urgent business which would be taken in committee at the end of the meeting.

**228. CONFIRMATION OF THE MINUTES.**

Cllr Chilcott asked for an amendment to Minute 199 page 165 “Several members agreed that despite their reservations now the BID was in place they would *continue to* work with the board members to ensure the best benefit for the Town”.

**Proposed: Cllr D M Gent**

**Seconded: Cllr F J Hawke**

**Resolved: That the minutes of the Town Council meeting held on 9<sup>th</sup> March 2015, as amended, be confirmed and signed as a true record.**

**229. CORRESPONDENCE.**

- a) Following a presentation at the Annual Parish meeting, a letter had been received from Dartmouth Community Boat Store Committee seeking the Town Council’s financial assistance towards raising £4,000 to carry out initial surveys at Jawbones Beacon Park. This would be considered by the next meeting of the Finance Committee.
- b) A letter had been received from Sir Peter Luff MP asking all communities to join in the 800<sup>th</sup> anniversary of the signing of the Magna Carta (15<sup>th</sup> June 1215) on Sunday 14<sup>th</sup> June by joining in a project called “Liberteas”; more information was available at [www.liberteas.co.uk](http://www.liberteas.co.uk) It was suggested that this be considered by the next meeting of the General Purposes Committee but members noted that due to lack of time before the anniversary this might not prove possible.
- c) An email had been received from Dartmouth Green Partnerships concerning banners on the new street lighting and a contract being taken out by the Town Council with a company with a cherry

picker to take on all the “high” work in the Town including banners and hanging baskets. This would be considered by the next meeting of the Corporate Property Committee.

- d) An email had been received from a director of the BID asking if the BID could rent upstairs office space in the Ivy Lane Centre.

**Proposed:** Cllr D J Cawley  
**Seconded:** Cllr R Springett

**Resolved:** That the BID be offered the upstairs office space at Ivy Lane Centre at a rental of £750.00 per annum.

- e) Several emails had been received from the BID and South Hams District Council concerning Seagull control and the provision of deckchairs in the centre of Dartmouth. Cllr Chilcott had met with a company who flew hawks to control Seagulls and who had given costings to fly the hawks over the summer in Dartmouth of £4,600 plus vat. Cllr Chilcott stated that it was a necessity to control the seagulls as they spoiled the visitor experience of Dartmouth and he believed the Town Council should work with other groups to improve the Town; he asked members to consider that the Town Council give matched funding for this. However, following a vote, proposed by Cllr Chilcott and seconded by Cllr S Smith members decided not to match fund this project.

Cllr Cawley requested that the vote be recorded.

<u>For</u>	<u>Against</u>	<u>Abstentions</u>
Cllr Chilcott	Cllr Cawley	Cllr Fyson
Cllr S Smith	Cllr Gent	
Cllr Springett	Cllr de Galleani	
Cllr Lyon	Cllr Hawke	
	Cllr Allen	
	Cllr Cooke	

- f) An email had been received from the South Devon Coastal LAG concerning an award of £1.5m over 5 years from central government for community projects to boost the economy – more information was available from [www.drcompany.co.uk](http://www.drcompany.co.uk)

## 230. REPORTS FROM COMMITTEES.

### a) Personnel Committee

The Report and Recommendations of a meeting of the Personnel Committee held on 10<sup>th</sup> March 2015 were reviewed. Cllr Hawke explained that the proposed office junior post would be initially for 6 months only.

**Proposed: Cllr F J Hawke**

**Seconded: Cllr P F Allen**

**Resolved: That the Report and Recommendations of the meeting of the Personnel Committee held on 10<sup>th</sup> March 2015, be received, approved and adopted.**

### b) Planning Committee

The Report and Recommendations of a meeting of the Planning Committee held on 11<sup>th</sup> March 2015 were reviewed.

**Proposed: Cllr D M Gent**

**Seconded: Cllr P F Allen**

**Resolved: That the Report and Recommendations of the meeting of the Planning Committee held on 11<sup>th</sup> March 2015, be received, approved and adopted.**

### c) Corporate Property Committee

The Report and Recommendations of a meeting of the Corporate Property Committee on 24<sup>th</sup> March 2015 were reviewed.

**Proposed: Cllr R Springett**

**Seconded: Cllr F J Hawke**

**Resolved: That the Report and Recommendations of the meeting of the Corporate Property Committee held on 24<sup>th</sup> March 2015, be received, approved and adopted.**

d) Planning Committee

The Report and Recommendations of a meeting of the Planning Committee held on 8<sup>th</sup> April 2015 were reviewed. Cllr Gent informed members that as the draft policy document concerning the conversion of front gardens into parking bays had yet to be circulated, this would be added to the agenda for a future Planning Committee meeting.

**Proposed: Cllr D M Gent**

**Seconded: Cllr P F Allen**

**Resolved: That the Report and Recommendations of the meeting of the Planning Committee held on 8<sup>th</sup> April 2015, as amended, be received, approved and adopted.**

**231. FINANCIAL MATTERS.**

**The Clerk presented a report on payments made under Standing Order No. 56 (b).**

**Proposed: Cllr R Springett**

**Seconded: Cllr D M Gent**

**Resolved: That the Clerk's actions in paying accounts totaling £89,163.33 for the month of March 2015 under Standing Order No. 56 (b) be endorsed.**

**232. DEEDS OF EXCLUSIVE RIGHTS OF BURIAL.**

**Proposed: Cllr R Springett**

**Seconded: Cllr R E Chilcott**

**Resolved: That Deeds of Grant of Exclusive Right of Burial be issued in respect of Grave No. K195 at Longcross Cemetery, Dartmouth and the Town Mayor (Councillor R M Lyon) and Deputy Mayor (Councillor R W I Cooke) be authorized to sign the Documents in accordance with terms contained in Minute No. 225 (3) 1975/6.**

### **233. REPORTS.**

#### Representatives on Public Bodies and Associations.

Cllr de Galleani reported that the Brownies would be planting up hanging baskets with Dartmouth Green Partnerships in the Buttermarket in the next week. Dartmouth Green Partnerships had been mentioned in the Royal Horticultural Society magazine with a picture of the Boatfloat in Dartmouth.

Cllr Chilcott commended Dartmouth Green Partnerships on the floral display on College Way and for their work in the Town.

### **234. QUESTIONS TO THE MAYOR.**

Cllr Allen asked the Mayor if he would write to each member of the Town Council to thank them for their efforts on behalf of the Town. The Mayor replied that a letter would be sent to each Councillor.

Cllr Gent asked the Mayor if a letter would be sent to Cllr Stone to thank him for all his work as a Town and District Councillor for Dartmouth.

The Mayor replied that a letter would be sent.

Cllr Chilcott asked the Mayor if following the presentation by the BID at the March Full Town Council meeting when Cllr Chilcott had attempted to ask the Town Council to reaffirm its support for the BID could this now be considered as an agenda item for a future Town Council meeting.

The Mayor replied that the Clerk would email all Councillors to review the level of support for the BID, the Town Council could not revote on whether there should be a BID in Dartmouth as this had now been set up for the next five years, under the Local Government Act 2003.

Cllr Chilcott asked the Mayor if an agenda item could be added to the next Full Council meeting, requesting the newly elected Councillors to present to Council community projects that they would like to see addressed.

**Proposed: Cllr D J Cawley**  
**Seconded: Cllr F J Hawke**

**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.**

**235. PERSONNEL MATTERS.**

As an item of urgent business the Mayor read out a statement to Councillors which he had verbally given to a member of staff following advice from a Personnel specialist.

Members noted that following the advertising of the Book Keeping post, interviews would be held as quickly as possible

**Proposed: Cllr D M Gent**  
**Seconded: Cllr R Springett**

**Resolved: That interviews be held for the post of book keeper as soon as possible with an interview panel of 3 drawn from Cllrs Cawley, de Galleani, Cooke, Hawke and Chilcott.**

**Proposed: Cllr D J Cawley**  
**Seconded: Cllr D M Gent**

**Resolved: That from the start of the new Town Council year in May 2015 the office will be closed to all Councillors except by appointment.**