

**DARTMOUTH TOWN COUNCIL**

**Minutes of the Town Council Meeting**

**7<sup>th</sup> March 2016**

**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 M Baillie  
\*Cllr L M Barnes  
\*Cllr G B F Coles  
\*Cllr A J C Fyson  
\*Cllr T de Galleani  
\*Cllr D M Gent  
\*Cllr B T Harriss  
\*Cllr F J Hawke  
\*Cllr I A Pritchard  
\*Cllr R F Rendle  
#Cllr S Smith  
\*Cllr R Springett  
\*Cllr S Thomson

\*County Cllr J Hawkins

\*District Cllr H Bastone

\*District Cllr R Rowe

\*Denotes attendance

#Denotes apology for absence

Also in attendance 2 members of the public, and 1 member of the press.

**223. DECLARATIONS OF INTEREST.**

There were none.

**224. REPORTS.**

Police and District and County Councillors' Reports.

Sergeant Ian Simons gave his report on the crime figures for Dartmouth for the month of February 2016; although there was a significant increase from the 2015 figures, the figures were comparable to February 2014.

Cllr Springett asked for clarification of the statement “dealt with by other means” in the report. Sergeant Simons advised that it was another way of dealing with an incident e.g. getting both parties concerned together to resolve matters amicably.

Cllr de Galleani asked if there had been any progress regarding the investigations and possible prosecution over the felling of the Magnolia trees in Coronation Park. Sergeant Simons advised that he had been unable to gain any further information from South Hams District Council Officers or from residents. Cllr de Galleani said that a new tree was going to be planted and hoped that it would not suffer the same fate.

Cllr Hawkins reported that February had been a busy month for the District Council and that it was good to see that the Slapton Line had been opened so soon after the storm damage had caused it to close.

Cllr Hawkins had attended a meeting at Dartmouth Academy with Dr Sarah Wollaston MP and Tina Graham the Principal and was pleased to note that the school roll had increased.

Cllr Hawkins reported that there had been a meeting of the Traffic Regulations Order Committee, who felt that the change to conditions on the Embankment was out of their scope. However the other items raised by Dartmouth Town Council would be in the order.

Cllr Hawkins said that the County Council was looking at putting in bollards in Higher Street to help alleviate some of the parking issues.

It was also reported that the Leader of Devon County Council, John Hart, had pledged £250,000 to save the 'Lollipop' Crossing Patrol service in Devon.

From 1<sup>st</sup> April 2016, Devon County Council's Mutual Charitable Company would be in operation and would be looking at supporting community led organisations. The delivery of an affordable, sustainable innovative library service was also being looked at.

The new County Divisions had been published; Dartmouth was in the Dartmouth and Marldon Division, which also included Kingswear, Ashprington, Cornworthy, Dittisham, Capton, Downton, Blackawton, Marldon, Allaleigh, Stoke Gabriel and Hutterleigh.

Cllr Hawkins asked for Dartmouth's support for Kingswear Parish Council in their work to have Lighthouse Beach reopened. He advised that Natural England was currently carrying out a review of Public access to beaches along the coast from Lyme Regis to Kingswear to be given as a right and this was supported by local MP Dr. Sarah Wollaston.

Cllr Coles asked that in view of the time which has been spent in preparing information for the Traffic Regulations Order Committee, when would be the correct time to present it.

Cllr Hawkins said that the Committee was currently looking at dealing with smaller issues but he thought that it would probably be in the region of two years; in the meantime, members should write to Roger Croad of HATOC for support.

Cllr de Galleani asked about repairs to the Victorian lamp post in the Market Square.

Cllr Hawkins said that as he understood it, the lamp post was the property of Dartmouth Town Council and therefore their responsibility but to contact Les Pym at Devon County Council for advice regarding repair/refurbishment. There was also a possibility that the County Council **may** assist with the cost.

Cllr Gent commented that he thought the repairs to the pavement in Victoria Road were good but that the repairs to the potholes in the town were not and were still causing concern to residents and businesses. Cllr Hawkins asked that any potholes be reported and that photographs should be taken as evidence.

Cllr Hawke asked for an update on the Ring and Ride Service. Cllr Hawkins said that the County Council had agreed to fund the service for another month in the hope that a solution could be found to enable the service to continue.

Cllr Bastone wanted to remind businesses that the Government's retail relief scheme would be coming to an end on 31<sup>st</sup> March 2016. The Government would like to reassure businesses that there would be other options available to help those businesses that were experiencing hardship. Any discretionary relief award would be part funded by local Council Tax payers, which meant that applications would be looked at on their own individual merits.

Cllr Bastone reported that at their meeting on 11<sup>th</sup> February 2016, South Hams District Council had agreed to increase its Council Tax for 2016/2017 by £5.00 (which equates to a Band D Council Tax of £150.42 for 2016/17), an increase of £5 per year or 10 pence per week.

The District Council had also approved the final Heart of the South West formal Devolution proposal. A Special District Council meeting on 25<sup>th</sup> February 2016 had agreed to develop a detailed business case and implementation plan to enable further consideration of the merits of establishing a Local Authority Controlled Company jointly with West Devon.

Members at the Special Council meeting had also approved a Planning Enforcement plan to address the backlog of planning enforcement cases within a twelve month time period.

Work was progressing on 'Our Plan: South Hams' and both the refreshed delivery plan and the Local Plan elements were moving ahead. A detailed update would be put before the next District Council Executive meeting (10<sup>th</sup> March 2016).

South Hams District Council was about to enter the first stage of the round review to deliver the savings highlighted in the review of waste services. This stage included moving around 1,600 properties that were previously on a weekly refuse sack collection, to a fortnightly refuse bin collection. There are also a further 3,000 properties that were previously on a weekly sack collection, which will be moved to a fortnightly refuse sack collection, with an additional weekly food collection. The properties are spread across all wards with the highest concentration being in the Ivybridge, Dartmouth and Kingsbridge areas. The intention was to start informing residents over the coming weeks with the actual change-over taking place during April 2016. More details would follow nearer the time.

Prior to the formal invitations being sent, information to advise that the Chairman had arranged for his Civic Lunch to take place at the Dartmouth Golf and Country Club on Sunday, 10<sup>th</sup> April 2016. The cost is likely to be around £24 per person.

At the Improvement and Efficiency Social Enterprise (iESE) awards ceremony, South Hams District Council had won two gold awards. They were for Council of the Year and Transforming Through People. These awards were for what the District Council had achieved so far and proof that the District Council needed to believe in the transformation programme and work to the new model.

Cllr Rowe reported that the District Council Planning website was up and running and that Planning Enforcement had put new arrangements in place. New teams had been organised with separate departments dealing with the outstanding notices and a new team headed by Jenny Draper, a former planning officer with South Hams District Council heading up the new Notices team. It was hoped that the work would soon be caught up with and kept up to date.

Several Planning Training Days had been organised to keep members informed and up to date with the latest legislation. The T18 Programme was moving on and the technology and processes were driving efficiency and improving the customer experience.

South Hams District Council was investigating the possibility of setting up A Local Authority Controlled Trading Company to be known as L.A.C.C. This would, if it came about, have many far reaching effects on the way work was carried out. South Hams District Council had instructed a feasibility study to be carried out in conjunction with West Devon District Council. This was to look at ways of financing the company, to find out if it was a viable proposition and the way forward.

The Devolution prospectus on behalf of The Heart of The South West was submitted to the Government on the 29<sup>th</sup> February 2016 and has been endorsed by 17 Authorities in Devon and Somerset along with the L.E.P. This is hoped to give more powers as to how Councils are financed and administered. It was hoped that more jobs would be created as well as growth within the Heart of The South West.

Cllr Barnes expressed concerns about the changes in the waste collection service from weekly to two weekly and how this would impact on residents, especially the elderly who would have difficulty lifting heavy bags.

Cllr Cooke asked why the Town Council had not been consulted on the proposed changes to the waste collection schedule. He voiced concerns about the effects on residents having to keep bags in their homes for two weeks as there was nowhere else to store them. Cllr Bastone said that he had only been given outline details of what was proposed in respect of the changes to the waste collection.

Cllr Barnes asked when the work to Boat Park and the Shrub beds in Coronation Park was due to start.

Cllr Bastone reported that work was due to start this week in respect of the Boat Park but that work on the shrub beds would be dealt with in the next phase. With reference to the ground work due to be carried out on the surfacing of Coronation Park, this had been hampered by the weather. However once repairs were completed, Cllr Bastone assured Council that the whole surface of Coronation Park would be rolled.

Cllr Barnes also asked about the damage to the grass in Coronation Park caused by the RNLI tractor and the potential risk to members of

the Public when crossing the Park to access the toilets. Therefore, did Cllr Bastone think that the RNLI building was situated in the wrong place? Cllr Bastone agreed that the siting was not the ideal choice but was the best option available.

Cllr Rendle asked for the support of Cllrs Hawkins, Bastone and Rowe in getting the parking on the Embankment stopped, as the number of cars being allowed to park there by the DHNA was getting out of hand. Cllr Bastone advised that the red brick area was solely for the use by vehicles connected with Marine Services and would be controlled by the DHNA, who would issue a twelve month permit costing £300 to suitable applicants. Any vehicles not complying would be prosecuted. Cllr Rendle stated that it was not meant as a car park when built and asked again for support with this concern. Cllr Bastone gave his support.

Cllr de Galleani asked what measures could be put in place to cover the Road Sweeping in Dartmouth as one member of staff was signed off sick and the other member of staff was taking annual holiday. Currently there was no road sweeping cover. Cllr Hawkins agreed to look into this.

Cllr de Galleani raised concerns about the storage of the plants for the Royal Avenue Gardens when they had been purchased, considering that the gardeners had moved out of Admirals Court and into the Old Council Depot. Cllr Bastone said that emergency measures would have to be sought.

Cllr Springett raised concerns about cars parking on yellow lines in areas that did not appear to be regularly patrolled by the Parking Enforcement Officers. Cllr Hawkins would ask for the Parking Enforcement Officers to visit other roads in Dartmouth on a regular basis.

Cllr Barnes questioned why the road sweeper came round between 11.00 am and 2.00 pm when all the parking spaces were taken and would therefore be unable to get in close to the pavements to clean the roads properly. Cllr Hawkins advised that there was a proposal by Devon County Council to look into purchasing some small mechanical sweepers to try and deal with this problem.

Cllr Hawke raised concerns of the potential dangers caused by HGV vehicles accessing the Collingwood Road Trading Estate in respect of the closeness to the Swing Park, Bus Stop as well as residents. Cllr Hawke asked if the rumours were correct that the District Council were looking at giving Travis Perkins permission for a Heavy material site to ease congestion in Mayors Avenue.

Cllr Pritchard supported Cllr Hawke's concerns, especially in respect of heavy lorries turning and the risk of a serious accident happening. Cllr Bastone replied that the Heavy material site was possibly a rumour but the matter of the lorries was a County issue, who could be asked to look at the possibility of putting a weight limit on the road.

## **225. QUESTIONS TO THE MAYOR.**

Dr Boughton asked the Mayor if the Town Council would be asking South Hams District Council to honor its promise to replace the Queens Tree in Coronation Park that had died and that the Plaque would be replaced.

The Mayor replied that the Town Council would look into this.

Dr Boughton asked the Mayor who were the two members of the Council who should be on the Patients Participation Group.

Cllr Gent confirmed that he was a representative of Dartmouth Town Council as was Cllr Springett.

Dr Boughton said that a fourth GP had withdrawn their services from Dartmouth and that a fifth was due to retire. As a result of this the waiting list was getting longer. Dr Boughton urged the Town Council representatives to attend the PPG meetings and to give feedback so that the people of Dartmouth were kept informed.

Cllr Lyon said that he would endeavor to get the required outcome

Dr Boughton asked about attendance by a representative of the Town Council at the West Dart Appeal and if the appeal failed then an appropriate response should be prepared.

The Mayor confirmed that Cllrs Fyson and Gent had both been in attendance at the appeal.

Cllr Fyson advised that the outcome of the appeal should be received in the next eight to ten weeks.

**226. URGENT BUSINESS.**

The Mayor read out to the Council the definition of the role of the Town Sergeant at the request of Dr Boughton.

**227. CONFIRMATION OF THE MINUTES.**

Members reviewed the minutes of 1<sup>st</sup> February 2016.

**Proposed: Cllr D M Gent**

**Seconded: Cllr F J Hawke**

**Resolved: That the minutes of the Town Council meeting held on 1<sup>st</sup> February 2016, be confirmed and signed as a true record.**

**228. CORRESPONDENCE.**

- a) A letter had been received from Dartmouth Green Partnerships inviting Councillors to attend a presentation of Trophies evening on Wednesday 16<sup>th</sup> March 7.00pm for a 7.30pm start, in the Clifton Room at the Guildhall. Councillors should RSVP to the treasurer Debbie Morris by 12<sup>th</sup> March 2016.
- b) A copy of the South Hams and West Devon Playing Pitch strategy had been received and circulated to members; this had been reviewed by Cllr Hawke.
- c) An email had been received giving the sad news that the Totnes and Dartmouth Ring & Ride service closed at the end of February. Devon County Council was to put the service out to tender and the organisers thanked the Town Council for all their support.
- d) A letter had been received from the Friends of St Clements Church Fund asking if the Town Council would consider a grant towards the maintenance costs of the Churchyard. The Clerk had sent a grant aid form to the group and with the members agreement this would be added to the agenda for the next meeting of the Finance Committee.
- e) An email had been received from the Candlelit Dartmouth requesting permission to use the Market on Saturday 26<sup>th</sup> November 2016 from 10.00am till 4.00pm.

- f) A letter had been received from Dartmouth Museum requesting the Town Council's permission to apply for planning permission to having the letters "Dartmouth Museum" painted on the Butterwalk. Members agreed that this would be considered by the next meeting of the Corporate Property Committee.
- g) Notification had been received from the South Hams District Council of an application to designate a Neighbourhood Plan Area for Kingswear.
- h) An email had been received from the Dartmouth Mayflower group requesting permission to use the Town Crest on their promotional material. This would be considered by the next meeting of the General Purposes Committee.
- i) Details of Devon County Council (Footpaths Nos 8 and 16, Dartmouth) Public Path Creation Order and Public Path Extinguishment Order 2016 had been received and were available in the Council offices.
- j) Details of a fundraising event for the 25<sup>th</sup> Anniversary of Children's Hospice South West had been received. CHSW wished to have a gazebo and JCB with banners in Dartmouth in the week commencing 1<sup>st</sup> August 2016. The Clerk had passed the details to officers at South Hams District Council.

## **229. REPORTS.**

- a) Planning Committee  
The Report and Recommendations of a meeting of the Planning Committee held on 10<sup>th</sup> February 2016 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 10<sup>th</sup> February 2016, be received, approved and adopted.**

**230. FINANCIAL MATTERS.**

In the Clerk's absence members reviewed a report on payments made under Standing Order No. 56 (b).

**Proposed: Cllr R Springett**

**Seconded: Cllr F J Hawke**

**Resolved: That the Clerk's actions in paying accounts totaling £81,953.93 for the month of February 2016 under Standing Order No. 56 (b) be endorsed.**

**231. REPORTS.**

Representatives on Public Bodies and Associations.

Cllr Gent reported that as the Food Bank no longer used the Ivy Lane Centre on a Wednesday evening, the Youth Club was looking into the possibility of holding a second session.

The Pre-school would be vacating Ivy Lane by Easter.

Cllr Fyson reported that he had represented both the Dartmouth & Kingswear Society and Dartmouth Town Council at the West Dart Appeal held at Follaton House in February. There had been a close look at the calculation of land values to work out how many affordable homes the developer could afford. This would be open to inspection on appeal. The outcome of the appeal should be received within the next eight to ten weeks.

Cllr Springett reported that the Trustees of St Petrox had acquired one new resident.

Cllr Hawke advised that whilst the Clerk was absent on sick leave, both he as Chairman of Personnel and Cllr Barnes as Deputy Chairman would ensure the smooth running of the office and support of the staff.

Cllr Hawke reported that there had been a meeting of the Market Working Group. Points to be looked at were the cleaning of the Market stalls and the issue of taking down the stalls after use. The

meeting with the Tenants and Market Traders was a way forward to assisting the smooth running of the Market. Cllr Hawke reported that a request had been received from the Dartmouth Mayflower 400 group asking for permission to use the Town Crest on their promotional material. Cllr Hawke said that this would need to go before the General Purposes Committee.

## **232. URGENT ITEMS**

The Deputy Mayor read out part of the Public Meeting Act – an Act to prevent disturbance of Public Meetings.

Cllr Allen raised the point that this should have been referred to the Personnel Committee and not Full Council.

## **233. QUESTIONS TO THE MAYOR.**

Cllr Allen raised concerns about the effect of the negative comments in comparing Dartmouth to Kingsbridge in the newspapers.

Cllr Allen asked the Mayor why Councillors had been asked to volunteer to oversee the skips for Community Skip Day in the Market and at Townstal.

Cllr Hawke replied that Townstal was already dealt with as it had a group of volunteers already in place.

The Mayor replied that the Town Council's participation in the Community Skip Day had already been agreed at Full Council and volunteers were there to help make sure that things went smoothly. This would be dealt with under Agenda item 15.

## **234. DARTMOUTH TOURIST INFORMATION CENTRE.**

- a) To nominate 2 representatives from the Town Council for the working group to consider the future of the Tourist Information Centre.

Cllr F J Hawke and Cllr D M Gent volunteered.

It was agreed that Cllr F J Hawke and Cllr D M Gent would be nominated as the two Dartmouth Town Council representatives.

- b) To consider the inclusion of representatives from Mayflower 400 and Dartmouth Museum on the group.

Cllr R W I Cooke and Cllr G B F Coles were already in place on the group.

- c) To consider payment costs for the upkeep and running costs of the Newcomen Engine of £3,523.00 for 2015/2016.

**Proposed: Cllr F J Hawke**

**Seconded: Cllr D M Gent**

**Resolved: That Dartmouth Town Council pay £3,523.00 for the upkeep and running of the Newcomen Engine for 2015/2016.**

**235. PARISH BASIC ALLOWANCE.**

To consider accepting adopting the recommendations received from South Hams District Council regarding the Parish Basic Allowance. Members noted that the Town Council had voted not to accept an allowance at past meetings.

**Proposed: Cllr R Springett**

**Seconded: Cllr D M Gent**

**Resolved: That Dartmouth Town Council accepts the recommendations of South Hams District Council in adopting the Parish Basic Allowance with reference to travel costs only.**

**236. COMMUNITY SKIP DAY.**

To arrange for volunteers for the Community Skip Day on Monday 21<sup>st</sup> March 2016.

Cllr F J Hawke reported that Townstal had already had enough volunteers.

Cllr D M Gent and Cllr T de Galleani volunteered to ‘police’ the skip in the Old Market.

**237. APPOINTMENT OF THE BOATFLOAT SUPERVISOR.**

Following the interviews on Wednesday 2<sup>nd</sup> and Friday 4<sup>th</sup> March 2016 by the interview panel of Cllr F J Hawke, Cllr L Barnes and the Clerk, it was proposed to appoint Mr Lee Marels as the Boatfloat Supervisor.

**Proposed: Cllr F J Hawke**

**Seconded: Cllr P Allen**

**Resolved: That the Town Council appoint Mr Lee Marels to the post of Boatfloat Supervisor with immediate effect.**