

**DARTMOUTH TOWN COUNCIL**

**Minutes of the Town Council Meeting**

**4<sup>th</sup> April 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 5 members of the public, and 1 member of the press.

## **243. DECLARATIONS OF INTEREST.**

Cllr Pritchard declared a personal interest in agenda item 8 – Approval of the Corporate Property Minutes – Orchard and Community Corner items.

## **244. REPORTS.**

### Police and District and County Councillors' Reports.

Inspector Andy Tomlinson had given his apologies and would make a 2 month report on the crime figures for Dartmouth at May's Full Council meeting.

In his absence Cllr Bastone's report had been laid round the table. Cllr Bastone reported that South Hams District Council and West Devon Borough Council had been awarded the prestigious title of 'Council of the Year' at the Improvement and Efficiency Social Enterprise awards.

The District Council was launching a new drive to increase recycling rates and become more efficient and as part of this drive, it was making changes to some of its waste collections. Those residents affected by the changes would receive a postcard through their doors in the next two weeks, followed by more detailed information before the changes came into effect on 18th April 2016.

The District Council had launched a new online tool that would bring everything that the District Council did for its customers into one online account. More information was available on the District Council website via the 'My Account' facility.

Cllr Bastone told members that the District Council had also launched a new website for businesses, offering an up to date advice and information for local companies. To sign up for free newsletters, members of the public could view the new business orientated website and complete the survey online at: <http://devonbusinessvoice.co.uk/>.

The District Council Overview and Scrutiny Panel considered a review on the Locality Service at its meeting on 17th March 2016 and agreed some recommended revisions in order to meet existing business demand. The Panel also requested that ongoing monitoring took place, with a further review being presented back in six months' time.

### South Hams District Council Waste Round Review – Phase 1

District Council improvements to waste collection services were now underway with postcards being delivered to affected households over the next two weeks. The postcard was intended to alert residents to change and to look out for more information. The District Council website had further details such as why the changes were being made and information about roadshows, but specific changes at individual properties would not appear until the second round of information had been delivered from 11th April 2016.

Roadshows were being planned in the areas most affected. The roadshows which had been confirmed so far were listed below. However, there would be more arranged and there would be an update before these took place.

Frequently asked questions would be published on the District Council website on 18th April 2016 in readiness for actual collection changes commencing on week beginning 25th April 2016.

Roadshows:

Tuesday, 12th April - Dartmouth Sainsbury's	9.00am – 12 noon
Dartmouth Flavel Centre	1.00pm – 4.00pm
Wednesday, 13th April - Totnes Co-op	10.00am – 2.00pm
Thursday, 14th April Ivybridge Watermark Centre	9.00am – 12 noon
Tuesday, 19th April Ivybridge Watermark Centre	9.00am – 12 noon
Wednesday, 20th April - Dartmouth Flavel Centre	9.00am – 12.30pm
Dartmouth Sainsbury's	1.00pm – 4.00pm
Thursday, 21st April Totnes Co-op	9.30am – 12 noon

These changes would enable more of South Hams residents to recycle and would offer a consistent, efficient service across the District.

Cllr Hawkins reported that Devon County Council had held their Highways and Traffic (HATOC) Committee at Follaton House on the 1st April 2016 where the new traffic order for Dartmouth had been

discussed and this would now go out for advertisement. Cllr Hawkins was hopeful that all the Dartmouth items would be funded this year.

Cllr Hawkins had reported problems with the maintenance and cleanliness of the Royal Avenue Gardens toilets and felt that it was particularly important for these to be well presented, as along with toilets in Kingsbridge these were part of the District Council's trial on charging.

Concerns had been raised that the yellow lines had not been enforced by the street scene officers adjacent to the Higher Ferry, which had blocked the road to buses; Cllr Hawkins had reported this to County Council officers.

Work in Coronation Park was continuing with the grass re-instatement on-going; Cllr Hawkins was to meet with Mark Capper on 11th April 2016 to discuss green space issues in Dartmouth.

Cllr Barnes asked if the £5,000 monies raised through the toilet charging trial in Royal Avenue Gardens so far was adequate to match the vandalism/maintenance bill in this location; Cllr Hawkins agreed to investigate and provide facts and figures.

Cllr Coles asked Cllr Hawkins why the new fencing around the boat park in Coronation Park was so far back from the edge of the park. Cllr Hawkins explained that the front section would be landscaped by the District Council in conjunction with Dartmouth Green Partnerships.

Cllr Smith asked Cllr Hawkins for his views on the recent granting of the appeal on the West Dart Development, which would mean that only 11% affordable homes would be built as part of the scheme. Cllr Smith added that he hoped that the majority of the new properties would be bought by families. Cllr Hawkins stated that he felt that this level of affordable housing was an insult to the town and added that Dartmouth needed more young people as residents.

Cllr Springett asked Cllr Hawkins if the District Council had considered a byelaw to prevent second home owners from buying properties on the new development, as had been put forward in

Cornwall and he asked that South Hams District Council consider this. Cllr Fyson added that this had been raised in Cornwall as part of the Neighbourhood Plan process. Cllr Hawkins informed the meeting that the 3 District Councillors would be meeting with officers to discuss “Our Plan” and the need for new land to be allocated for development.

Cllr Allen asked that the District Council consider implementing a return ticket for foot passengers on the Lower Ferry; Cllr Hawkins agreed to do this.

Cllr Allen also asked Cllr Hawkins to take action over the number of large skips on the highway and causing obstructions in Dartmouth, he added that the enforcement officers should be requested to visit all areas of the town. Cllr Hawkins agreed to report this matter and asked members to report incidents such as this through his personal email [Jonathanhawkins387@yahoo.co.uk](mailto:Jonathanhawkins387@yahoo.co.uk)

Cllr Harriss asked Cllr Hawkins when the new bollards would be installed in Higher Street to stop parked cars from blocking the pavement. Cllr Hawkins would chase Devon County Highways on this matter.

Cllr Gent raised the issue of parked cars ignoring double yellow lines in the evenings on Victoria Road and parking on the pavement. Cllr Hawkins replied that this was a policing issue; the Clerk would contact Inspector Tomlinson.

#### **245. QUESTIONS TO THE MAYOR.**

There were none.

#### **246. URGENT BUSINESS.**

There were three items of urgent business, one of which would be taken in committee at the end of the meeting.

## **247. CONFIRMATION OF THE MINUTES.**

Members reviewed the minutes of 7<sup>th</sup> March 2016.

Amendment – that minute 234 c) read “That Dartmouth Town Council pay £3,523.00 for the upkeep and running of the Newcomen Engine House for 2015/2016”.

Cllr Springett requested that the thanks of the Townstal Community Partnership be recorded for the Town Council’s provision of a skip at the recent event both in Townstal and in the lower town.

Cllr Pritchard commended the event at which a great deal of items had been recycled and reused. Cllr Gent and Cllr Allen had received a letter of thanks from a resident in the lower town.

**Proposed: Cllr D M Gent**

**Seconded: Cllr P F Allen**

**Resolved: That the minutes of the Town Council meeting held on 7<sup>th</sup> March 2016, as amended, be confirmed and signed as a true record.**

## **248. CORRESPONDENCE.**

- a) A letter had been received from the Town Crier Les Ellis requesting an annual honorarium of £250.00. This would be considered by the next meeting of the Finance Committee on 20<sup>th</sup> April 2016.
- b) An email had been received from the Chairman of the Dartmouth and District Chamber of Trade requesting that the Chamber be allowed to use the Guildhall as their registered address. This would be considered by the next meeting of the General Purposes Committee.
- c) Details of the granting of spaces in the boat park in Coronation Park had been received and had been circulated to all members for information.
- d) A report and accounts for 2015 had been received from Dartmouth Green Partnerships together with plans for 2016. Details were available in the office if members wished to view these.
- e) An email had been received from Cllr Bastone offering financial support for the Town Council should they wish to improve the

- Broadband reception in the Council Chamber. Members were pleased to accept Cllr Bastone's offer of assistance.
- f) An email giving details of a stakeholder meeting on the reconfiguration of community health services in Dartmouth had been received. This would be on Wednesday 13<sup>th</sup> April 2016 from 14.00 – 15.30 at Dartmouth Academy.
  - g) Members noted that details of new information boards installed at Jawbones Beacon Park had been received from the Dart Area Landscape Group.

## **249. REPORTS.**

- a) Planning Committee  
The Report and Recommendations of a meeting of the Planning Committee held on 9<sup>th</sup> March 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 9<sup>th</sup> March 2016, be received, approved and adopted.**

- b) Personnel Committee  
The Report and Recommendations of a meeting of the Personnel Committee held on 16<sup>th</sup> March 2016 were reviewed. Members felt that additional discussions were required on items 7A and 10; this would be taken in committee at the end of the meeting. The Chairman explained to members that the items on the Personnel agenda had been put forward to members, having been raised at the successful appraisal of the Clerk.

**Proposed: Cllr F J Hawke**  
**Seconded: Cllr L M Barnes**

**Resolved: That the Report and Recommendations of the meeting of the Personnel Committee held on 16<sup>th</sup> March 2016, be taken in committee at the end of the meeting.**

c) General Purposes Committee

The Report and Recommendations of a meeting of the General Purposes Committee held on 23<sup>rd</sup> March 2016 were reviewed. Amendment – Civic Functions Policy item 8 page 4, that the resolution read “That all Civic functions be agreed by the Finance Committee or by Full Council if necessary.”

**Proposed: Cllr T de Galleani**

**Seconded: Cllr I A Pritchard**

**Resolved: That the Report and Recommendations of the meeting of the General Purposes Committee held on 23<sup>rd</sup> March 2016, as amended, be received, approved and adopted.**

d) Corporate Property Committee.

The Report and Recommendations of a meeting of the Corporate Property Committee held on 24<sup>th</sup> March 2016 were reviewed. Cllr de Galleani explained that a replacement bench had been sought in the Market not a memorial bench item 4b) p3; this would be considered by the next meeting of the Corporate Property Committee.

**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 2016, be received, approved and adopted.**

**250. FINANCIAL MATTERS.**

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

**Proposed: Cllr D M Gent**

**Seconded: Cllr F J Hawke**

**Resolved: That the Clerk’s actions in paying accounts totaling £70,844.05 for the month of March 2016 under Standing Order No. 56 (b) be endorsed.**

**251. DEEDS OF EXCLUSIVE RIGHTS OF BURIAL.**

**Proposed: Cllr R Springett  
Seconded: Cllr I A Pritchard**

**Resolved: That Deeds of Grant of Exclusive Right of Burial be issued in respect of Grave No. J23 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.**

**252. REPORTS.**

Representatives on Public Bodies and Associations.

Cllr Coles gave a brief report on the Mayflower 400 preparations. She, the Mayor and Deputy Mayor had attended a meeting of the partner towns in Rotherhithe and all were very positive. Very good progress had been made with projects; the Mayflower ship was coming along nicely and Harwich were confident that it would be in Dartmouth for the August 2020 event date. The Mayflower group was also going to bid for the money to bring a “Speedwell” in too.

Cllr Coles reported that the Sister City Gala Dinner tickets were all sold and the cultural attaché from the United States Embassy would be attending.

Cllr Gent had attended the April meeting of the Port of Dartmouth Royal Regatta Committee and reported that there would be very few air displays this year following the tragedy at Shoreham in 2015. It was hoped that the Kon-Tiki raft race would be returning to Regatta this year and a new event of a “Jump and Jive” evening in the Marquee. There would be 2 Guard ships this year, a P2000 class and a minesweeper.

Cllr Gent paid tribute to the Youth workers in Ivy Lane who were working very well.

Cllr Gent reported positive news from the Patient Participation Group, a new doctor Emily Cotton would be starting in June and 2 new nurses. Dr Uhr Delia had given six months' notice but would extend this to give time to find a replacement. A new Quality Care Commission report to the end of March 2016 was due and it was hoped that this would show an improvement on the previous report. A new practice IT system would be coming on stream in June and the practice would move to new premises in the next 12 months with a pharmacy moving with them; Cllr Gent was unable to give more details of the move as this was confidential at present.

Cllr Allen suggested that if Town Council representatives had privileged information this could be taken in committee.

Cllr Fyson reported that the Dartmouth and Kingswear Society would be making 3 grants:- £1,000 to the Dartmouth Green Partnerships towards the Community Greenhouse, £1,000 to Dartmouth Indoor Swimming Pool, and £500 to Southford Road Schoolrooms.

Cllr Hawke asked Cllr Gent as the Town Council's Patient Participation Group representative, if he could find out further information on what was happening to Dartmouth's minor injuries unit which had been shut for the last 10 months.

Cllr Rendle reported that he had attended a meeting of the River Dart Non-Beneficiary Group, the first held for some four years. He believed that it was important for Dartmouth to be represented on the group and had been impressed by both the attendance at the meeting by other organisations and the matters discussed.

Cllr de Galleani reported that both she and the Mayor had attended a BID meeting where Dee Nutt had reported that the BID had helped to find two nurses for Dartmouth Hospital minor injuries unit and it would be reopening very shortly. The present BID Board were thinking of asking to disband the BID and a vote by members was planned.

Cllr Pritchard reported that the Townstal Community Hall Association had held a meeting in the previous week and were going to raise money to decorate the outside of the Hall.

**253. URGENT BUSINESS – NEW REPRESENTATIVE FOR THE DARTMOUTH AND DISTRICT YOUTH PARTNERSHIP.**

Following the resignation of Cllr Pritchard as the Town Council's representative on the Dartmouth and District Youth Partnership, members agreed that Cllr B T Harriss should become the representative of the Town Council on the Dartmouth and District Youth Partnership.

**Proposed: Cllr D M Gent**  
**Seconded: Cllr S Smith**

**Proposed: That Cllr B T Harriss be nominated as the Town Council's representative on the Dartmouth and District Youth Partnership.**

**254. URGENT BUSINESS - TOWN COUNCIL VOTE AT THE BUSINESS IMPROVEMENT DISTRICT E.G.M.**

Following notification that the BID Board was planning an E.G.M. and vote on the future of the BID, members discussed how the Town Council would use its vote. Cllr Rendle told members that this was a brilliant scheme that went wrong. The Clerk later clarified that the Town Council only had one vote despite paying 6 BID levies. Letters would be sent by South Hams District Council to all BID levy payers advising them of the vote.

**Proposed: Cllr P F Allen**  
**Seconded: Cllr D M Gent**

**Resolved: That a Special Town Council meeting to discuss the Town Council's vote on the BID EGM resolution would be called when the date of the vote was announced.**

**255. QUESTIONS TO THE MAYOR.**

Cllr Barnes asked the Mayor if he would agree that an independent enquiry should be undertaken into the incident on Thursday 11th March 2016 where the Saint Christophe 1 capsized and sank at its berth on the South Embankment. Cllr Barnes stated that he believed that the skipper of the trawler had been using a chart of the River Dart that was last updated in 1984 which showed the river bed as a flat plain and as it now shelved he had tied up incorrectly.

The Mayor replied that there would be an entirely independent Maritime and Coastguard Agency report on the incident and added that the skipper had total responsibility for the crew and the vessel and would have electronic equipment on board that told him the shape of the river bed.

Cllr Hawke asked if the Chairman of the Harbour Board and the Harbourmaster could be invited to attend a future Town Council meeting.

The Mayor replied that this would be done.

Cllr Allen asked the Mayor if he agreed that given the length of the Town Council minutes and agendas, actions points needed to be closely monitored.

The Mayor replied that this was important and he would ask the office to ensure this was done.

Cllr Pritchard asked the Mayor and members of the Town Council if they had received their agenda for the meeting as she had not and had only been able to collect an agenda from the offices.

All other Councillors had received their agendas in the post but it was noted that there were delays with the post in Dartmouth.

**256. WEST DART DEVELOPMENT – TO DISCUSS THE APPROVAL OF THE PLANNING APPEAL BY THE PLANNING INSPECTORATE.**

Following the grant of appeal on the West Dart Development members discussed the implications of this and the 11% affordable housing allocation.

Cllr Fyson informed members that this was a major issue as the direction from Central Government to build more houses had arisen because South Hams District Council did not have an up to date development plan. Therefore the Planning Inspector had to downgrade the aspiration for a higher percentage of affordable housing in this scheme.

Cllr Fyson also explained that the Chancellor had allocated £60,000,000 for community led housing, which included community land trusts. He added that Dartmouth might be able to access these funds if we were able to act quickly.

Cllr Smith stated that he had been involved with the Millwood workshops for the West Dart Development since 2009. He felt that Millwood Homes had been misled over the availability of land and added that no more second homes were needed in Dartmouth and hoped that the District Councillors would fight to ensure this was the case.

Cllr Rendle explained that Dartmouth had 54% rented accommodation opposed to 14% in other towns. The Town Council needed to decide what was required in the Town and he asked where the employment would be for these homes. He hoped that the District Council would insist that housing allocations be given to young people in work.

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

**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.**

**257. QUOTATION FOR WALLING IN THE GUILDHALL FIRST FLOOR TOILETS.**

The Clerk explained that a quotation of £2,800.00 had been received for the walling of the first floor toilets adjacent to the changing rooms. As the rate for plastering and tiling would be of a lesser cost she asked members for their views on this.

**Proposed: Cllr R Springett**  
**Seconded: Cllr R F Rendle**

**Resolved: That the quotation for walling be rejected and the first floor toilets be plastered and part tiled.**

*The Clerk left the room at 8.45 pm*

**258. PERSONNEL MINUTES OF 16<sup>th</sup> March 2016.**

Members reviewed the report and recommendations of a meeting of the Personnel Committee held on 16th March 2016 and re-discussed items 7B office staff and 10 incremental enhancement. There was a heated discussion and members agreed that the office staff hours would be reviewed at the next meeting of the Personnel Committee.

**Proposed: Cllr F J Hawke**  
**Seconded: Cllr L M Barnes**

**Resolved: That the Report and Recommendations of the meeting of the Personnel Committee held on 16<sup>th</sup> March 2016, be received, approved and adopted.**