

DARTMOUTH TOWN COUNCIL

Minutes of the Town Council Meeting

5th September 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 15 members of the public, and 1 member of the press.

55. DECLARATIONS OF INTEREST.

There were none.

56. PRESENTATION BY TOBY RUSSELL FROM DEVON AIR AMBULANCE ON THE USE OF CORONATION PARK AS A COMMUNITY HELIPAD.

Toby Russell, the Community Helipads Development Officer for the Devon Air Ambulance Trust began his presentation by explaining that at present the Air Ambulance did not fly at night but as from October 2016 they would be flying until midnight every day. Devon Air Ambulance Trust were endeavouring to build up a network of night landing sites which would be funded and managed by the local communities.

A community helipad for this purpose was required to be 50m x 50m and would be placed with safety and speed to get to people who needed help in mind. Flood lighting was essential for landings and to be able to assess patients. All possible sites were surveyed prior to a landing taking place. An assessment of Dartmouth had highlighted the requirement for 2 sites to service the town. Sites were required where a remote switching unit could piggyback on existing lights such as the floodlights at Coronation Park and Dartmouth Football Club. The lights would only be operated in an emergency.

Funding for the lighting and the remote switching units came from the local communities. Following a question from Cllr Cooke, Mr Russell confirmed that there would be minimal damage to grassed areas from the helicopter landings; the cost of the remote switching units and their installation was £800 - £1,000.

Cllr Barnes queried whether users of Coronation Park such as Dartmouth Regatta would be a problem for landings and Mr Russell told members that all sites have users and were unavailable sometimes; this was not a problem. Following a question from Cllr Gent, Mr Russell clarified that no hard standing would be installed and the landings would take place on the grass surface.

Cllr Springett expressed the opinion that Dartmouth Football Club was the best site and he strongly supported the installation of community helipad facilities.

Mr Russell would explore the possibilities for Dartmouth, report back and would return to inform members at a later date.

Proposed: Cllr R M Lyon

Seconded: Cllr R W I Cooke

Proposed: That the Town Council support community helipads for Dartmouth and this be taken on to the next level.

57. PRESENTATION BY THE MAYFLOWER 400 GROUP.

Peter Connisbee, a member of the Dartmouth Mayflower 400 management team told the meeting that Dartmouth was one of ten towns in the UK, who together with Leiden in Holland would be commemorating the 400th anniversary of the sailing of the Mayflower in August 2020. This would promote Dartmouth in the UK and in the USA. Mr Connisbee explained that 25 million Americans could trace their ancestry back to the Mayflower pilgrims. Dartmouth was well ahead of the other towns in planning for the celebrations and had 20 – 25 projects in the planning and discussion stage. The group wanted the Town Council’s help and support and wanted members to be 100% behind the project.

The “Mayflower Anthem”, music by Ed Welch and words by Brian Patten had been composed and Mr Connisbee played a recording of the anthem for those present.

The Mayflower team consisted of the Mayor as Chairman, with Dr Sarah Woolaston MP and Sir Geoffrey Newman as patrons. The governance of the Mayflower group took place under the wider umbrella of Dartmouth Museum to comply with the Charity Commission rules.

The vision of the Mayflower 400 project was to educate residents and visitors and to raise the profile of Dartmouth in the UK and abroad.

There were various projects in the planning stages including an extended TIC Visitor Centre, improved signage focusing on the historic aspects of the Town, a replica plantation garden, education and a peel of bells to welcome the ships into the Town.

All of this would put Dartmouth on the map and increase tourism.

The plan was to begin by seeking seed funding for a website and social media.

Cllr Smith asked where it was planned to have the visitor centre and what the fundraising total needed was. He also flagged up the need to keep Bayards Cove well maintained as the historic centre of the event. Mr Connisbee explained that the visitor centre would be at the current TIC building and sizeable sums of money would be required.

Following a question from Cllr Gent, Mr Connisbee explained that the Mayflower 400 group was a sub-committee of Dartmouth Museum.

Cllr Fyson asked if the Dartmouth celebrations dovetailed with the Plymouth plans. Plymouth was the lead city and Dartmouth was working closely with Plymouth for an exchange of ideas.

Cllr Springett identified the need to partner with an accommodation provider in order to accommodate the extra visitors attending the event.

Cllr Thomson asked if any sponsors had been found and Mr Connisbee explained that members of the group would be attending an event at the official residence of the American Ambassador in 3 weeks' time, where they would be introduced to 300 potential sponsors from the business community.

Cllr Barnes asked how dependent the Mayflower groups' plans were on the Town Council taking over the TIC building and he asked if the event in 2020 would impact on Regatta. Mr Connisbee told the meeting that the visitor centre was an aspiration for the group. The group wanted the river pageant to be an entirely separate event from Regatta.

The Mayor thanked Mr Connisbee and the Mayflower 400 group for the presentation and told the meeting that the Town of Dartmouth could be very proud of the work of the Mayflower group.

58. **REPORTS.**

Police and District and County Councillors' Reports.

In his absence, Inspector Tomlinson's report on the crime figures for Dartmouth for the month of August 2016 was laid round the table. Members noted that Inspector Tomlinson would be moving to take up a post in Teignmouth and his replacement from September 2016 would be Inspector Chris Tapley. Members wished Inspector Tomlinson well in his new role in Teignmouth.

Cllr Bastone began his report by thanking the Mayor, Mayoress, Deputy Mayor and Deputy Mayoress and the Town Council for their support offered to Dartmouth Royal Regatta; it was much appreciated.

Over the last two months South Hams District Council had discussed, the Annual Report of the District Council, the formation of a Local Authority Controlled Company, Devolution, T18 Budget Monitoring and Parking Order Operational Amendments. These Parking amendments to include 1) a limit to the parking on the South Embankment in Dartmouth to a maximum waiting time of 4 hours, 2) to add the South Hams District Council owned land on the North Embankment to the South Hams Off-Street Parking Places Order, and that loading only be permitted in this area.

A Special District Council meeting had discussed the Leisure Procurement outcome with the award to Fusion Lifestyle.

The South Hams District Council Development Management meeting had recommended the refusal of an application in Lower Street which had been recommended for refusal by the Town Council; both on the grounds of poor access to and from a six car garage.

Cllr Bastone had asked the portfolio holder for litter collections to look at the timing of the three litter collections per day in high season in Dartmouth in time for next year, particularly concerning the final collection of the day.

Cllr Smith asked Cllr Bastone if the Leisure Contract award to Fusion would affect the Indoor Swimming Pool. Cllr Bastone explained that

this would not affect the opening of the new pool; Fusion would take on the running of the pool and would provide money to build a link to join the 2 facilities. The Indoor Pool committee would be meeting with Fusion later in the week.

59. QUESTIONS TO THE MAYOR.

Mrs Brocklebank from Victoria Road asked the Mayor if traffic calming measures were possible on Victoria Road particularly between Ford Valley and Swan Court where vehicles were speeding. The Mayor replied that he had spoken to County Councillor Jonathan Hawkins and hoped that Devon County Council would take this forward.

Mrs Davis from Ridge Hill asked the Mayor if no entry signs could be placed at the junction of Ridge Hill and College Way in order to stop cars speeding up the hill, as the pavements were narrow and could be dangerous.

The Mayor replied that he would take this up with Devon County Council.

60. URGENT BUSINESS.

There was none.

61. CONFIRMATION OF THE MINUTES.

Members reviewed the minutes of the Town Council meeting held on 4th July 2016.

Proposed: Cllr D M Gent

Seconded: Cllr F J Hawke

Resolved: That the minutes of the Town Council meeting held on 4th July 2016, be confirmed and signed as a true record.

Members reviewed the minutes of the Special Town Council meeting held on 8th August 2016.

Proposed: Cllr D M Gent
Seconded: Cllr F J Hawke

Resolved: That the minutes of the Special Full Town Council meeting held on 8th August 2016, be confirmed and signed as a true record.

62. CORRESPONDENCE.

- a) Notification had been received from the Devon Association of Local Councils of their AGM on Tuesday 11th October 2016 from 10am – 4pm at Newton Abbot Racecourse. Members were asked to inform the office if they wished to attend.
- b) Details of the NHS Community consultation had been received and distributed to members. Jenny Turner, a Commissioning Support officer from the South Devon and Torbay CCG would be attending the Full Council meeting on Monday 7th November 2016.
- c) An email had been received from Springboard Research Ltd who currently monitored the footfall figures on the Quay and Foss Street and who had worked for the BID, asking if the Town Council would wish to continue the service. The Clerk would refer this to the Chamber of Trade.
- d) A copy of Dartmouth Caring’s Annual report for 2015-2016 had been received and was available in the offices.
- e) A letter had been received from the Commercial Director of Stagecoach South West in response to the Town Council’s letter concerning problems with the 90 and 3 services in Dartmouth. Mr Williams had apologised for the problems experienced by travellers and an inspector would be deployed in Dartmouth to make sure things were running correctly and to be a point of contact with customers.
- f) A letter of thanks had been received from the Chairman of South Hams District Council, Cllr Peter Smerdon, to thank the Town Council for their involvement in the events making up the dedication service for Corporal Veale’s VC memorial on 20th July 2016.

- g) An email request had been received from the organisers of Dartmouth Food Festival asking for the Town Council's support for their TTRO parking suspension which would be exactly the same as in 2015. This had been circulated to Councillors for comments on 1st August 2016; members were content to support this as it was exactly the same as in 2015.
- h) An email had been received from the Oral health educator at the Torbay and South Devon NHS Foundation Trust asking if they could bring the mobile mouth cancer screening van to Dartmouth Market Square.

Proposed: Cllr R Springett

Seconded: Cllr S Smith

Resolved: That the Torbay and South Devon NHS Foundation Trust be granted free use of spaces in the Market Square car park for a Mouth Cancer Screening Day on Thursday 10th November 2016.

- i) A letter had been received from Police Inspector Andy Tomlinson to inform the Town Council that he would be moving to become the Sector Inspector for Teignmouth from early September; his replacement would be Inspector Chris Tapley.
- j) Notification had been received from Premier Marinas that an exhibition of their plans for the Noss Marina site would take place in the Guildhall, Dartmouth on 22nd September 2016.
- k) A copy of the Dartmouth Green Partnerships annual report for 2016 was available for members to view in the offices; their Chairman Stevie Rogers would be attending the October Full Council meeting to make a presentation. Cllr Barnes asked that the report be circulated to all Councillors.

63. REPORTS.

a) Finance Committee

The Report and Recommendations of a meeting of the Finance Committee held on 12th July 2016 were reviewed.

Proposed: Cllr F J Hawke
Seconded: Cllr R Springett

Resolved: That the Report and Recommendations of the meeting of the Finance Committee held on 12th July 2016, be received, approved and adopted.

b) General Purposes Committee

The Report and Recommendations of a meeting of the General Purposes Committee held on 21st July 2016 were reviewed. Amendment Item 5 page 3 – this should include Christmas trees for the Townstal Community Hall and for Dartmouth Market.

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 21st July 2016, as amended, be received, approved and adopted.

c) Corporate Property Committee

The Report and Recommendations of a meeting of the Corporate Property Committee held on 26th July 2016 were reviewed.

Proposed: Cllr R Springett
Seconded: Cllr B T Harriss

Resolved: That the Report and Recommendations of the meeting of the Corporate Property Committee held on 26th July 2016, be received, approved and adopted.

- d) Planning Committee
The Report and Recommendations of a meeting of the Planning Committee held on 27th July 2016 were reviewed.

Proposed: Cllr D M Gent
Seconded: Cllr R W I Cooke

Resolved: That the Report and Recommendations of the meeting of the Planning Committee held on 27th July 2016, be received, approved and adopted.

- e) Planning Committee
The Report and Recommendations of a meeting of the Planning Committee held on 22nd August 2016 were reviewed.

Proposed: Cllr D M Gent
Seconded: Cllr R Springett

Resolved: That the Report and Recommendations of the meeting of the Planning Committee held on 22nd August 2016, be received, approved and adopted.

64. FINANCIAL MATTERS.

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

Proposed: Cllr D M Gent
Seconded: Cllr R Springett

Resolved: That the Clerk's actions in paying accounts totaling £51,566.15 for the month of July 2016 and £30,767.59 for the month of August 2016 under Standing Order No. 56 (b) be endorsed.

65. DEEDS OF EXCLUSIVE RIGHTS OF BURIAL.

Proposed: Cllr R Springett

Seconded: Cllr R W I Cooke

Resolved: That Deeds of Grant of Exclusive Right of Burial be issued in respect of Grave No. D (1) 113 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.

66. REPORTS.

Representatives on Public Bodies and Associations.

Cllr de Galleani reported that Dartmouth Green Partnerships were very pleased with how the Regatta Committee and the fun fair had looked after the land around the greenhouse site; the public had appreciated that the entire fairground had been kept within the car park.

Cllr Gent had attended the first meeting of the newly reformed Dartmouth and District Chamber of Trade. The meeting, held during the daytime, had been poorly attended and had mainly discussed how to build up membership.

Cllr Gent reported that 85 people had attended a recent meeting of the Public Transport group. The representative from Stagecoach had attempted to answer all the questions put to him over 90 minutes and a further meeting of the group would be held on 13th October 2016.

Cllr Gent reported that the Outdoor Swimming Pool had now closed for the last time; Cllr Fyson added that the Outdoor Pool was still being kept open for a little longer while volunteers were available.

Cllr Smith reported that Dartmouth Caring, the Patient Participation Group and the Townstal Community Partnership had held a meeting to discuss the Health Service Consultation document on the future of Dartmouth Hospital and Health Services in Dartmouth. It was

imperative that all local people read the document and attended the meetings at Dartmouth Academy on 15th September 2016 at 4pm and 7pm.

67. DARTMOUTH NEWCOMEN ENGINE, ENGINEERING HERITAGE AWARD – TO CONSIDER AN EVENT AND PRESENTATION DURING DARTMOUTH FOOD FESTIVAL.

The Mayor told members that the Newcomen Engine had been awarded a prestigious Institution of Mechanical Engineers' Engineering Heritage Award. The Town Council had been asked if a celebration should be held, possibly during the Dartmouth Food Festival. Cllr de Galleani would contact the Newcomen 300 group and this would be discussed at the October Full Council meeting.

68. WEARA LUNCH.

Members noted that this had been a very successful event this year. Discussions on the future of the event would be passed to the next meeting of the General Purposes Committee.

69. DARTMOUTH AND DISTRICT GUIDE LTD.

Members discussed the future of the TIC building and its' possible asset transfer to the Town Council. It was noted that the current Directors were still in place. There were concerns that the duties of the Directors provided by a current director were very generalised and the Town Councillors wished to see a copy of the company's constitution. Directors would be appointed when the Town Council had seen the company's constitution and articles of association.

Proposed: Cllr D M Gent

Seconded: Cllr R W I Cooke

Resolved: That the Town Council takes ownership of the Dartmouth and District Guide Ltd, become a lessee of the building and seek as soon as possible to acquire the freehold of the building.

70. DEVOLUTION OF SERVICES FROM SOUTH HAMS DISTRICT COUNCIL.

Members discussed the devolution of assets from South Hams District Council. Cllr Hawke told the meeting that initially these should include the Royal Avenue Gardens (including the TIC building), Coronation Park and the Castle Estate. A meeting was needed with senior members of the District Council to discuss Heads of Terms for the transfer. Cllr Rendle identified the addition of terms to include the Town Council being offered other assets such as the Mayors Avenue Car Park and the Lower Ferry before their sale should the District Council decide to dispose of these at a later date.

The Mayor had sent a list of ideas to members on assets and services the Town Council could run in the future and Cllr Pritchard asked that members be given time to consider this matter and that the subject be passed to a Council Committee for further discussion.

Proposed: Cllr T de Galleani

Seconded: Cllr R Springett

Resolved: That the Town Council unanimously supports the devolution of assets from South Hams District Council.

71. TO ELECT A NEW CHAIRMAN OF FINANCE.

Following the resignation as Chairman of Finance by Cllr Thomson members discussed the appointment of a new Chairman of Finance.

Proposed: Cllr S Smith

Seconded: Cllr F J Hawke

Resolved: That Cllr A J C Fyson be elected as Chairman of Finance for the remainder of the 2016/2017 civic year.

72. QUESTIONS TO THE MAYOR.

There were none.

Proposed: Cllr R W I Cooke
Seconded: Cllr D M Gent

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.

73. EXPRESSIONS OF INTEREST IN TWO VACANT MARKET UNITS.

The Clerk explained that two of the current Market tenants had given notice to quit units 3 and 5 on the 31st October 2016 and the 30th September 2016 respectively. Details of 4 expressions of interest in the units were laid round the table. The Clerk drew members' attention to the fact that the tenant of another unit had expressed an interest in moving to unit 3. Members noted the need to ensure that the tenants were aware that they should open during core hours.

Proposed: Cllr R Springett
Seconded: Cllr D M Gent

Resolved: That Unit 5 be leased to Emma Carter at an annual rental of £3,120 and Unit 3 be leased to Elizabeth Donlan at an annual rental of £3,600.

74. QUOTATIONS FOR A SUSPENDED CEILING IN THE COUNCIL CHAMBER.

Details of 3 quotations for a suspended ceiling in the Council Chamber were laid round the table. Members asked that the Clerk seek advice from the Listed Buildings Officer at South Hams District Council concerning the installation of a new suspended ceiling.

Proposed: Cllr T de Galleani
Seconded: Cllr R Springett

Resolved: That quotation 1 for £2,523.00 be accepted subject to the agreement of the Listed Buildings Officer.