

**CORPORATE PROPERTY
COMMITTEE**

15th December 2015

Present

*Councillor R Springett – Chairman
Cllr S Smith – Vice-Chairman

*Cllr M Baillie
*Cllr L M Barnes
*Cllr G B F Coles
*Cllr R W I Cooke – (Deputy Mayor)
*Cllr A J C Fyson
*Cllr F J Hawke
*Cllr R M Lyon – (Town Mayor)
*Cllr R F Rendle

Observers: Cllr D M Gent

Also in attendance one member of the public.

*Denotes attendance
#Denotes apology for absence

1. DECLARATIONS OF INTEREST.

There were none.

2. CORRESPONDENCE.

- a) An email had been received detailing the contract with South Hams District Council concerning the direct letting of Flat 6A the Butterwalk. Roger Grand at South Hams advised that the contract ran until 1st March 2017, so formal notice to end the agreement must be received by 1st December 2016 (minimum 3 months' notice required).
As the property had received an Empty Homes award the property must be let on affordable rent until 1st March 2018 as set out by the

Empty Homes criteria. Members agreed that the future letting of the property would be considered at the end of 2016.

- b) Dartmouth Horticultural Society had reported that it was no longer holding its Autumn Show and had asked that the Town Council store their 31 cups worth in the region of £8,000.

Proposed: Cllr R Springett
Seconded: Cllr R F Rendle

Recommended: That Dartmouth Horticultural Society considers Dartmouth Museum for the cups of value and historic interest and that the Town Council offer to store the remainder of the cups but at the Horticultural Society's risk.

3. BUTTERWALK ALARMS.

The Clerk advised that emergency replacement of the alarm control boards in the Butterwalk had been necessary in order that an alarm system was in place. These were bespoke control boards and the cost of replacement was £5,965.50 plus vat.

Proposed: Cllr R F Rendle
Seconded: Cllr G B F Coles

Recommended: That the Clerk's actions in authorizing the emergency replacement of the alarm control boards in the Butterwalk at a cost of £5,965.50 plus vat be approved.

4. GROUNDS MAINTENANCE CONTRACTS.

- a) Community Orchard
- b) Longcross Cemetery – contract to be extended for one year.
- c) St Saviour's Churchyard.

The Clerk advised that the requests for tenders for the Community Orchard and St Saviour's Churchyard would be sent out at the start of the New Year. The current Contractor for Longcross Cemetery had been approached to continue the contract for one year and a reply was awaited.

The Chairman had written to the Commonwealth War Graves Commission to seek their advice concerning a specification for maintenance in Longcross Cemetery and they had offered to visit. Following a suggestion by Cllr Barnes it was agreed that the same planting rules would be put in place for St Saviour's Churchyard as for Longcross Cemetery.

Cllr Hawke informed members that as the Town Council was responsible for the maintenance of the wall around St Saviour's Churchyard it would be prudent to put monies in the 2017/2018 budget for repairs.

5. COMMUNITY ORCHARD

The Chairman provided an update on a meeting with the Friends of the Community Orchard held on 14th December 2015.

Vicky Bailey from the AONB office had given details of the funding available to the Friends of the Community Orchard through Heritage Lottery funding as Dartmouth had been chosen as a "Core Orchard". The grant of £3,300 was for professional fees to aid training and promote community engagement and could not be used for capital projects.

The Chairman thanked the Friends and congratulated them on obtaining the grant.

He informed the meeting that the Town Council needed to think about putting in all-weather footpaths, as they had a duty of care to provide safe paths and he was keen to provide disabled access if possible. The Chairman had asked the Friends of the Community Orchard to come up with specifications for the paths and quotations had been sought. Following further deliberations by the Friends group it was decided that the Clerk and Peter Shaw would meet to draw up further specifications for the paths.

Members noted comments from Dartmouth Green Partnerships concerning the use of the recently cleared area at the top of the Orchard, and Peter Shaw explained that it would be more neighbourly if the seating planned for this area was provided at the base of the new mound.

It was also noted that the Blackgate footpath connecting Mount Boone with Redwalls Meadow had recently been fenced off by a resident. The

Clerk would check the right of way on the definitive map and raise this with the Devon County Council Public Rights of Way Officer.

6. LONGCROSS CEMETERY.

Discussions took place on the formulation of rules for planting in Longcross Cemetery, following the Corporate Property meeting of 27th October 2015 where members were asked to give input on the rules. The new rules would be circulated to local undertakers.

Proposed: Cllr L M Barnes

Seconded: Cllr R F Rendle

Recommended: That no planting of shrubs or trees be allowed in Longcross Cemetery or St Saviour's Churchyard.

7. A-BOARDS AT DARTMOUTH MARKET.

Following a question raised at Full Council on 2nd November 2015 members discussed A-boards in the Town. It was agreed that the Town Council should set an example with its tenants in the Market and the Clerk would write to all the Market tenants and give them 72 hours to remove the boards outside the Market.

Devon County Council would be asked to issue a letter to the owners of all the A-boards in the Town and Cllrs Gent and Rendle would construct a letter to help formulate a consistent policy for Dartmouth.

8. MARKET WORKING GROUP.

Members discussed the nomination of a new member of the Market Management group to replace Cllr Chilcott (group membership currently Cllr Barnes and Cllr Hawke). Cllr Coles and Cllr Harriss had both volunteered. Cllr Coles would join the group and Cllr Hawke would speak to Cllr Harriss.

9. GUILDHALL REFURBISHMENT.

The minutes of the Guildhall Management Group held on 4th December 2015 had been circulated to members. Cllr Cooke detailed the works programme for members from the notes of the meeting. Cllr Barnes was concerned about the loss of a bar and it was agreed that the provision of a moveable bar would be investigated.

The following points were noted:-

- A full length mirror be provided for the first floor disabled toilet
- The ballroom floor would only need cleaning and sanding
- Professional advice would be sought for the new lighting in the Council Chamber
- The emergency doors to the Ballroom balcony would be examined for water ingress
- All the Guildhall pipework would be replaced during the works
- No allowance had been made for overspends in the works budget and a possible 7 ½ - 10% contingency should be allowed.

Cllr Lyon had met with the Kitchen equipment suppliers and items such as the current cooker might be considered for re-use, a hot cupboard on wheels would be provided but savings would be made wherever possible.

One quotation had been received for a new gas supply and boiler to be placed at the east end of the Guildhall, plus sanitary ware for the first floor changing room toilets, and radiators for the Mayors Parlour, caretakers office and changing rooms. Further quotations were awaited.

Each achievement in the refurbishment works would be publicised to ensure that members of the public were well informed.

The Chairman had requested that the purchase of the new chairs was reviewed; members agreed to purchase the new chairs as agreed at the Corporate Property Committee meeting on 27th October 2015.

Cllr Gent left the meeting at 7.25 pm

10. REPLACEMENT OF LITTLE COTTON CARAVAN SITE.

Cllr Lyon informed the meeting that he had met with our 3 District Councillors following concerns raised over the loss of the Little Cotton Caravan site. The Little Cotton site was held under option to be sold to for the West Dart development. Cllr Bastone had given details of the planning objections that would be raised to the creation of a new caravan site for Dartmouth namely:-

“DP13: Holiday Caravan, Camping and Chalet Sites

1. Within AONBs and the undeveloped coast, proposals for new and extensions to existing caravan, camping and chalet sites will not be permitted. Alterations to existing sites should only be permitted where all the following criteria are met:

- a. they would meet a demonstrable need;
- b. they would be of an appropriate scale in relation to their setting and would not diminish local amenity;
- c. they are sited to be visually unobtrusive and can be assimilated so as to conserve and enhance the surrounding landscape;
- d. the road network and the site's access can safely accommodate any traffic generated; and
- e. net environmental improvements to the site as a whole will result.

2. Outside the AONBs and the undeveloped coast, proposals for new caravan, camping and chalet sites, and extensions or alterations to existing sites will be permitted where the criteria (a - e), above, are met.”

Cllr Lyon had been approached by an investor who wished to buy and run a caravan park in Dartmouth, the South Hams District Council land at Jawbones Beacon Park had been suggested and it was felt that the concerns raised by Cllr Bastone could all be overcome. A meeting would be held with the investor on 23rd December 2015 and the Mayor would report back.

The Chairman raised concerns that the land at Jawbones should be leased and not sold.

11. TAP FUND BID FOR WEED SPRAYING AND DRAIN CLEARING.

The Clerk reported that two bids had been submitted to South Hams District Council, from the fund available to the Dartmouth Cluster of Parishes in 2015/2016 of £8,835.

Dartmouth, Blackawton, Dittisham, Stoke Fleming, Cornworthy and Kingswear have requested £2,080 towards weed spraying (Dartmouth 2 x £450).

Dartmouth, Dittisham and Kingswear had requested £2,120 for drain clearance. In Dartmouth this would be for 3 problem drains – two in Victoria Road and one in Market Street.

Both these bids would be considered under the new system for TAP funding, by a panel of District Councillors only.

12. REFURBISHMENT OF UNIT 14 DARTMOUTH MARKET.

Following an amount agreed (£6,000) by the Finance Committee on 12th February 2013 (ratified by Full Council on 4th March 2013) the Clerk made members aware that the tenant now wished the agreed sum to be paid.

13. USE OF THE UPSTAIRS OFFICE SPACE AT THE GUILDHALL.

As previously reported the current tenants of the first floor offices had given notice to leave at 31st December 2015. The offices had been advertised but to date no expressions of interest had been received. Cllr Lyon suggested that Devon and Cornwall Constabulary could be approached for use of the office space for a police station in the Town.

Proposed: Cllr L M Barnes

Seconded: Cllr G B F Coles

Recommended: That the Town Council turn down the police use of the office space as agreed by the Corporate Property Committee on 10th August 2015.

14. BOATFLOAT KIOSK.

The Clerk informed members that the work planned to take place over the New Year to the Greenway Ferry Kiosk, included the removal of the electric supply for safety reasons – this would incur an additional cost of £1,106.01 plus vat. It was noted that the works to the kiosks had originally been approved by the Corporate Property Committee on 14th October 2014 but it had only been possible to carry out work to the Dartmouth Ice Cream kiosk over the Christmas period 2014/2015.