

**CORPORATE PROPERTY
COMMITTEE**

25th January 2016

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 B T Harriss
- *Cllr F J Hawke
- *Cllr R M Lyon – (Town Mayor)
- #Cllr R F Rendle

Also in attendance 1 member of the public and 1 member of the press.

*Denotes attendance

#Denotes apology for absence

1. DECLARATIONS OF INTEREST.

Cllr Harriss declared a personal interest in agenda item 10 - setting of fees for the Market.

2. CORRESPONDENCE.

Following receipt of an email from Devon County Council, which had been circulated to members, the Chairman reported that he would be applying to join the Devon Countryside Access Forum.

3. COMMUNITY ORCHARD.

Copies of a specification drawn up by the Friends of the Community Orchard for a new path surface had been circulated to members;

approval was sought for the works to take place. Funds for this had been included in the budget for 2016/2017 and it was decided that this should be put out to tender.

Proposed: Cllr R W I Cooke

Seconded: Cllr B T Harriss

Recommended: That the path works in the Orchard, as specified, be put out to tender.

Cllr Coles arrived at 6.10 pm

The Chairman had contacted Peter Shaw the Chairman of the Friends of the Community Orchard and had suggested that the group should look to extend the path network by creating a new path at the eastern (river) end, and also to explore the possibility of a new access gate from College Way at the lower point. He hoped they would consider a new high level path at the western end to enable access to the apple trees there and suggested that the group consider relieving "pinch points" where there was greater use. The Chairman was keen to see disabled access in the Orchard and asked that the Friends consider this in 2016; this could possibly be funded by grant aid.

The Chairman asked the Clerk to investigate the creation of a byelaw to prevent the use of mountain bikes in the Orchard following the creation of the new path. It was also agreed that the redundant gates and fencing inside the Orchard should be removed.

4. LONGCROSS CEMETERY.

The Chairman reported that the contractor had been clearing large areas in the old section of Longcross Cemetery. The Clerk had met with a representative of the Commonwealth War Graves Commission to look at the scattered First World War Graves and the specification for their maintenance had been discussed. As a minimum the 17 scattered War Graves would need to be mowed when the paths were cut.

5. ELECTRICAL CHECKS FOR THE BUTTERWALK.

The Chairman informed the meeting that current legislation required 5 yearly inspections by a qualified electrician of commercial properties to ensure safety and that the electrical system complied with current electrical regulations.

Proposed: Cllr R M Lyon

Seconded: Cllr R W I Cooke

Recommended: That quotes be sought for an electrical inspection of all the Butterwalk properties.

6. BUS SHELTERS.

A) Bus Shelter at Raleigh Close – members considered the addition of another end panel. The Clerk had sought advice from Devon County Council as to how the works be carried out without obstructing the footpath.

Proposed: Cllr M Baillie

Seconded: Cllr G B F Coles

Recommended: That quotes and options for the work be sought.

B) Additional shelter at the junction of Church Road and Townstal Road – Devon County Council had advised that Fernbank advertising would supply and maintain a new shelter if they could place advertisements there. The meeting felt that the Town Council should maintain control of what was on the bus shelters and look to find funding for these.

Proposed: Cllr R W I Cooke

Seconded: Cllr G B F Coles

Recommended: That the Clerk investigate the addition of a new bus shelter at the junction of Church Road and Townstal Road, and see if it could be funded within the existing budget.

7. GUILDHALL REFURBISHMENT.

a) Update on the works programme.

Cllr Lyon advised the meeting that the electrical and plumbing work for the kitchen was taking place and the new flooring and walling would be installed on 8th February 2016 with the new kitchen equipment arriving shortly afterwards.

The plumber was also installing a new boiler in the toilets adjoining the first floor changing rooms which would heat radiators and hot water for that end of the building. The Council Chamber and Clifton Room would have new electrical storage heaters.

Cllr Lyon would draw up a specification for the new toilets and also for the work to the ceiling of the Council Chamber with its new lighting.

Cllr Harriss had received an offer of free consultancy on the damp proofing for the front of the building which would be taken up.

b) Members considered the purchase of 2 additional pieces of equipment to support those already ordered i.e. Dishwasher stand and Grill shelf.

Proposed: Cllr R W I Cooke

Seconded: Cllr R M Lyon

Recommended: That the purchase of the Dish wash stand and Grill Shelf at a total price of £320.00 plus vat be authorised.

c) Photographs of the past Mayors.

The Chairman informed members that the photographs of the past Mayors had all been refurbished at a very reasonable cost and were now a credit to the Council; these would be placed on the walls of the main staircase following redecoration.

8. LISTING OF THE HOSPITAL BUILDING ON THE SOUTH EMBANKMENT.

The Chairman explained to members that he felt that the town would be poorer if, following cuts by the local NHS Trust, the older part of Dartmouth hospital was lost and he suggested that this should be listed, this was discussed and the view was supported.

Proposed: Cllr R W I Cooke

Seconded: Cllr R M Lyon

Recommended: That the Chairman of Corporate Property talk to the Chairman of the Dartmouth and Kingswear Society concerning the possible listing of the older part of Dartmouth hospital.

9. FEES FOR THE BOATFLOAT, LONGCROSS CEMETERY AND DARTMOUTH MARKET HIRE.

Members reviewed the fees for the Boatfloat, Longcross Cemetery and the Market Tolls and Market Hire Fees with changes to take effect from 1st April 2016.

Proposed: Cllr R W I Cooke

Seconded: Cllr R M Lyon

Recommended: That the Boatfloat Fees be increased by 5% for Non-Residents and 3% for Residents on the figures including vat (Appendix A).

Proposed: Cllr R M Lyon

Seconded: Cllr G Coles

Recommended: That the fees for Longcross Cemetery be increased by 5% (Appendix B).

Cllr Hawke arrived at 6.40pm

Proposed: Cllr R W I Cooke
Seconded: Cllr G B F Coles

Recommended: That the Market Tolls be increased as shown at Appendix C.

Members decided that there would be no change to the Market Hire Fees for Festivals etc.

10. PAT TESTING OF COUNCIL ELECTRICAL EQUIPMENT.

The Clerk advised that the PAT testing of the Town Council's electrical equipment was due and she had obtained a quotation of £99.00 for this to be carried out.

Proposed: Cllr R M Lyon
Seconded: Cllr R W I Cooke

Recommended: That the PAT testing of the Town Council's electrical equipment be carried out.

11. ESTABLISHMENT OF A U.S. MONUMENT IN DARTMOUTH.

The Chairman advised that he had been contacted by the American Battle Monuments Commission who wished to fund the establishment of a modest U.S. monument in Dartmouth town centre. They asked for the Town Councils support for this and for advice on the best manner to approach the coordination necessary to get approval.

Proposed: Cllr G B F Coles
Seconded: Cllr R W I Cooke

Recommended: That the Chairman take the establishment of a modest U.S. monument in Dartmouth forward.

Proposed: Cllr R M Lyon
Seconded: Cllr R W I Cooke

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.

12. TO CONSIDER AN EXPRESSION OF INTEREST FOR USE OF THE UPSTAIRS OFFICE SPACE AT THE GUILDHALL.

The Clerk gave members details of an expression of interest received for the use of the upstairs office space at the Guildhall. Members felt that the space should be used for office use or used for hire for meetings.

Proposed: Cllr R Springett
Seconded: Cllr M Baillie

Recommended: That the expression of interest in the upstairs office space at the Guildhall be refused.

13. RENT REVIEWS – DARTMOUTH MARKET.

Members reviewed the rents for the Dart to Mouth Deli and Wild Food Devon that were both due for their three yearly rent review. The changes proposed by the Market working group to the charges for the outside seating at Dart to Mouth Deli and the Market Café had already been agreed at the Corporate Property Committee of 10th August 2015.

Proposed: Cllr R M Lyon
Seconded: Cllr M Baillie

Recommended: That the rents for Dart to Mouth Deli and Wild Food Devon be held at the same level for another three years.

APPENDIX A
BOATFLOAT MOORING FEES 2016/2017

LOCAL RESIDENTS

NON-RESIDENTS

<u>SIZE</u>	<u>PRICE</u>	<u>VAT</u>	<u>TOTAL</u>	<u>PRICE</u>	<u>VAT</u>	<u>TOTAL</u>
Up to 10ft	£90.83	£18.17	£109.00	£189.17	£37.83	£227.00
Over 10ft – 14ft	£115.00	£23.00	£138.00	£261.67	£52.33	£314.00
Over 14ft – 18ft	£145.83	£29.17	£175.00	£339.17	£67.83	£407.00

BOATFLOAT MOORING FEES 2015/2016

LOCAL RESIDENTS

NON-RESIDENTS

<u>SIZE</u>	<u>PRICE</u>	<u>VAT</u>	<u>TOTAL</u>	<u>PRICE</u>	<u>VAT</u>	<u>TOTAL</u>
Up to 10ft	£88.34	£17.66	£106.00	£180.00	£36.00	£216.00
Over 10ft – 14ft	£111.67	£22.33	£134.00	£249.17	£49.83	£299.00
Over 14ft – 18ft	£141.67	£28.33	£170.00	£323.33	£64.67	£388.00

These figures represent an increase of 5% for Non-Residents and 3% for Residents on the figures including vat.

APPENDIX B

LONGCROSS CEMETERY CHARGES 2016/2017

<u>Interment:</u>	Fee	£381.00
	Fee in respect of cremated remains	£273.00

Exclusive Right of Burial in Perpetuity

<u>Earthen Grave:</u>	SINGLE PLOT	£457.00
	DOUBLE PLOT	£775.00
	with choice of site additional	£235.00
	2ft x 2ft	£235.00

Natural Burial

	SINGLE PLOT	£457.00
	DOUBLE PLOT	£775.00
	Memorial Tablet	£381.00

Monuments, Gravestones, etc.

Flatstones:

Flatstones not exceeding	2ft x 2ft	£ 127.00
Flatstones exceeding	2ft x 2ft	£ 152.00
(but not exceeding 6.3ft x 2.9ft)		

Headstone and Base

Headstones and Bases not exceeding 15 inches in height	£152.00
Headstones and Bases exceeding 15 inches in height	£190.00

Additional Inscriptions

No Charge

Double the amount of the above fees will be payable in respect of non-parishioners or non-residents who have died outside the area of which the burial grounds are provided.

APPENDIX C

MARKET CHARGES 2016/2017

	<u>Lower Rate</u>	<u>Higher Rate</u>
<u>BUTTERMARKET</u>	£	£
White Tables	10.00	13.00
<u>MARKET SQUARE</u>		
<u>Covered stalls</u>		
Charges per Market Space		
10' x 6' Single	13.00	16.00
Double Stall	26.00	32.00

N.B. LOWER RATE: AFTER LAST FRIDAY IN SEPTEMBER TO FRIDAY PRIOR TO SPRING BANK HOLIDAY.

HIGHER RATE: SPRING BANK HOLIDAY TO LAST FRIDAY IN SEPTEMBER.

PLEASE NOTE - REGULAR TRADERS.

IF YOUR PITCH IS LEFT EMPTY FOR MORE THAN THREE WEEKS, THE COUNCIL CANNOT GUARANTEE IT WILL BE AVAILABLE ON YOUR RETURN.