

Present

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

#Cllr M Baillie

*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)

*Denotes attendance

#Denotes apology for absence

Observers: Cllr D M Gent

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

1. DECLARATIONS OF INTEREST.

There were none.

2. CORRESPONDENCE.

a) A request had been received from Candlelit Dartmouth concerning a reduction in fees for use of the Market in 2017.

Members agreed that it was important to support this festival for the Town.

Proposed: Cllr F J Hawke

Seconded: Cllr R W I Cooke

Recommended: That Candlelit Dartmouth be granted use of Dartmouth Market on Saturday 25th November 2017 at a discounted cost of £100.00.

- b) A request had been received for use of the Market (including the Community Corner) by Dartmouth Food Festival. Members noted the use of the Royal Avenue Gardens booked through South Hams District Council and Cllr Fyson told the meeting that a full review of charges including deposits would be made when the date for the transfer of assets from the District Council was known.

Proposed: Cllr R W I Cooke

Seconded: Cllr F J Hawke

Recommended: That Dartmouth Food Festival be granted use of Dartmouth Market and the Community Corner.

3. MARKET.

- a) Continental Market at Easter.

The Clerk told members that the organisers of a Continental Market had visited Dartmouth Market but had decided that the Royal Avenue Gardens would make a better venue for their event and had contacted South Hams District Council to hire this. The meeting agreed that the Town Council should object to the Continental Market in the Royal Avenue Gardens if no traders were to have stalls in the Town Council's Market. After the meeting it was noted that as a Charter Market holder the Town Council could stop any other Market taking place within 6 and two thirds miles.

Proposed: Cllr R W I Cooke

Seconded: Cllr G B F Coles

Recommended: That the Town Council object to the holding of a Continental Market in the Royal Avenue Gardens at the Easter weekend.

- b) Updated Market Regulations and Trader Application Forms (from the Market working group) had been circulated to members.

Proposed: Cllr B T Harriss

Seconded: Cllr R Springett

Recommended: That the Town Council adopt the new Market Regulations and Trader Application Forms.

c) Signs for the Market.

Members discussed the options for signs on the Market on the Victoria Road entrance and in the recessed panels on Victoria Road.

The Clerk would circulate to members the conceptual designs that had been compiled by Stevie Rogers for the panel recesses and obtain quotations for a Dartmouth Market sign for above the main entrance to include the Town Crest. The Listed Buildings Officer from South Hams District Council had confirmed that he would be happy with a new sign above the Market entrance and panels in the recesses.

4. **GUILDHALL.**

a) Update on improvements.

Cllr Lyon told the meeting that the Council Chamber would be finished in time for Mayor Making and then work would continue on to the Mayors parlour, kitchenette and toilet.

Proposed: Cllr F J Hawke

Seconded: Cllr B T Harriss

Recommended: That the refurbishment of the Guildhall continue with the Mayors Parlour, kitchenette and toilet area.

b) Display of Regalia – to discuss a purpose built display cabinet for the Council Chamber or for the main corridor.

Members agreed that the cost of glass doors for the recess in the Council Chamber would be too expensive (at £4,000-£5,000) at present but that the Council's aspiration should be to have the doors in place for Mayflower 400 in 2020. The Clerk would seek to obtain further estimates for the installation of glass doors. Cllr Cooke suggested that it might be possible to get sponsorship for the glass doors.

Proposed: Cllr A J C Fyson

Seconded: Cllr B T Harriss

Recommended: That the Town Council plans to have glass display doors in the alcove in the Council Chamber by 2020.

c) Provision for PR to promote the Guildhall following the completion of the refurbishment.

The Chairman told the meeting that the Town Council had agreed to put £2,000 in the budget for 2017/2018 to market the Guildhall and he asked members to consider going out to tender for PR to promote the building and its facilities following the refurbishment. The Chairman and Clerk would look at possible options for the hiring of a PR professional for 3-4 hours per week and this would be reviewed after 3 months.

Proposed: Cllr G B F Coles

Seconded: Cllr R W I Cooke

Recommended: That the Town Council seek quotations for professional PR assistance of 3-4 hours per week to promote the Guildhall.

5. COMMUNITY ORCHARD.

a) Proposed Shelter and information point - request for funding from the Friends of the Community Orchard.

The Chairman thanked Peter Shaw the Chairman of the Friends of the Community Orchard for the reports that he had sent to the Town Council on the work of the Friends, a Bat survey and inventory of the fruit trees. Peter Shaw explained that the Friends of the Community Orchard had raised most of the funds for the information point and shelter but would like the Town Council to meet the shortfall of £660.00. The Mayor would be invited to officially open the shelter on 21st May 2017.

Proposed: Cllr R Springett

Seconded: Cllr R W I Cooke

Recommended: That the Town Council make a grant of £660.00 towards the cost of the new information point and shelter in the Community Orchard.

b) To notify members that the Friends of the Community Orchard were seeking Village Green status for the Community Orchard.

Peter Shaw told the meeting that the legal advice received by the Friends of the Community Orchard was that they were not in a position to apply for Village Green Status at present.

6. **AMERICAN BATTLE MONUMENTS COMMISSION MONUMENT.**

The Chairman gave an update on the plans for an American Battle Monuments Commission Monument in the Royal Avenue Gardens and the dedication service.

The granite stone had been chosen and the details of the works required in the Royal Avenue Gardens had been sent to South Hams District Council. These works would require a seat to be moved and a new planting scheme behind the monument. The Chairman was awaiting further details from the American Battle Monuments representative in Europe and would move this matter forward.

7. **PURCHASE AND PLACEMENT OF TOWN MAPS.**

Details of a town map scheme put forward by Stevie Rogers had been circulated to members. The meeting felt that while this was a very good scheme, the advertising and sale of maps could detract from revenue currently achieved by the Tourist Information Centre; they also felt that the cost was prohibitive.

Cllr Hawke told the meeting that he believed the provision of maps in the Town should be drawn back under the auspices of the Town Council and he felt that 2 maps, one by the coaches dropping off point and one in the Royal Avenue Gardens was sufficient.

Cllr Harris suggested that the Old Dartmothians could be approached to make boards for the maps after their excellent work on the shelter in Coronation Park.

Cllr Coles presented pictures of a map she had designed using pictorial work from the current Discover Dartmouth brochure, for the production of which she had received a quote of £600.00. The Dartmouth and District Chamber of Trade had originally offered to contribute a third of the costs but required some editorial control.

Cllr Fyson suggested that the printing department of South Hams District Council could also produce maps and artwork at competitive prices.

The meeting felt that the proposed map needed a few alterations including the removal of the “square” around the centre of the map. Cllr Coles was asked to talk to the Dartmouth and District Guide Directors and bring an amended proposal back to the next Corporate Property Committee meeting.

Proposed: Cllr R Springett
Seconded: Cllr R W I Cooke

Recommended: That Cllr Coles talk to the Dartmouth and District Guide Directors and bring a firm proposal back to the next meeting of the Corporate Property Committee.

8. BUTTERWALK.

The Mayor informed the meeting that Planning Permission had been granted by South Hams District Council for the replacement of the flat roof to the rear of the Sloping Deck bakery at the Butterwalk. The Clerk would now seek quotations for the work.

9. BOATFLOAT.

Members considered the purchase of a pressure washer and water tank. This was not considered appropriate for the Boatfloat walls but would be purchased at a later date if the Town Council took on the assets to be transferred from South Hams District Council.

10. LONGCROSS CEMETERY.

The Chairman informed the meeting that work to clear war graves in the old section of Longcross Cemetery had commenced. The current maintenance contractor was continuing to provide grounds maintenance cover on a month by month basis, pending changes to grounds maintenance work for the Town Council when assets were transferred from the District Council.

11. IVY LANE.

- a) Update on the removal of the stage and counter in the main hall.
Cllr Gent told the meeting that the stage area and wall counter had been removed. The coffee bar in the main hall would be moved around Easter time and would be put on wheels so that it could be used by the Food Bank if required or wheeled out of the way for the Youth Club or others users who wished to use the hall for basketball etc.

b) Use of the Studio area and moving of the Dart Trekkers storage.
Dart Trekkers had requested to move their storage to the first floor office at the other end of the building; Matt Pink would be asked to make a formal proposal in writing concerning the extension of the studio area into the current Dart Trekkers store and a formal agreement on the hire of the music studio.

c) Update on use of Ivy Lane by the Youth Group.

Cllr Gent reported that the Youth Group on a Thursday evening was very successful and had 40-45 young people attending each week; more than when it was run by Devon County Council. Consideration was being given to running an additional youth night for the older young people; probably on a Wednesday.

Youth Genesis had received funding from Dartmouth United Charities for Youth Outreach work in the Town and Cllr Gent hoped that their work during Dartmouth Regatta would be publicised in the Regatta Programme.

Proposed: Cllr R Springett

Seconded: Cllr B T Harriss

Recommended: That the Town Council support an additional Youth Club evening at Ivy Lane.

Proposed: Cllr F J Hawke

Seconded: Cllr A J C Fyson

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. QUOTATIONS FOR PERMANENT EMBANKMENT LIGHTING FROM THE MONIES RAISED BY THE "SNOW BALL".

Members considered details of 3 quotations for permanent embankment lighting from the monies raised by the "Snow Ball". It was noted that that quotation 2 was for a single string of lights and was not thought suitable. Concerns were raised on light pollution from this new lighting. The Clerk would seek assurances from the contractors providing quotes 1 and 3 regarding the anti-light pollution properties of their lighting and would bring information back to Full Council on 3rd April 2017 so that the lights could be installed in time for the Easter break.