

DARTMOUTH TOWN COUNCIL

Minutes of the Town Council Meeting

12th June 2017

At the Guildhall, Dartmouth

Present

*The Town Mayor (Councillor R W I Cooke) - Chairman

*The Deputy Mayor (Councillor A J C Fyson) - Vice-Chairman

#Cllr P F Allen

#Cllr M Baillie

*Cllr G B F Coles

*Cllr T de Galleani

*Cllr D M Gent

*Cllr B T Harriss

#Cllr F J Hawke

*Cllr D R Kelland

*Cllr R M Lyon

#Cllr I A Pritchard

*Cllr F R Pritchard-Tagg

*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 6 members of the public, 4 members of Dartmouth Visitor Centre and 1 member of the press.

28. DECLARATIONS OF INTEREST.

Cllr Smith declared a personal interest in agenda item 11 - Reports on Public Bodies and Associations.

29. PRESENTATION BY MEMBERS OF THE DARTMOUTH VISITOR CENTRE.

Hilary Bastone, Chairman of the Directors of Dartmouth Visitor Centre began the presentation by thanking the members of the Town Council who had attended the Visitor Centre volunteers Thank-You Evening at the centre; the Town Councillors' support had been noted and was much appreciated.

Hilary Bastone reiterated his thanks to the Town Council for its support and the underwriting of the Dartmouth Visitor Centre. Without this support it had been feared that the Visitor Centre would have closed. The facility offered so much to not only those visiting the town but to the residents of Dartmouth.

The presentation would be made on one facet of the centre's activities – Tourism.

Hilary Bastone explained that he had become a Director of the Centre on 1st September 2015, when matters at the Centre had 'hit the buffers'. His reasons for becoming involved were that he did not want the Centre to close and wanted to do all he could to save what he believed was a magnificent town facility. Since then five Directors had reduced to four in January 2016 and at the end of 2016, three Directors had stood down after many years' service, leaving Hilary Bastone with the Town Council having come to the rescue with three nominated Directors. At the first meeting Hilary Bastone had been made Chairman, Councillor Hawke the Finance Director, Dr Fiona Ward the HR Director and Councillor Coles the Projects Director.

During the first year the Board worked extremely hard to re-organise matters to lay out a new concept. Wages were drastically reduced, the web site was handed to professionals in the tourism field to manage, Visit South Devon; We Make Magazines, who had produced the brochure for several years took on its management entirely; reverting to the name Discover Dartmouth; the Centre de-registered for VAT; and the Town Council had given its backing to underwrite the facility.

The Director's task in 2017 was to improve the viability of the Centre as they moved forward into the next phases of their strategy.

Part of this had been to appoint a dynamic Manager to oversee the gradual change of the Centre and its activities, which would include greater community involvement.

The tourism presentation to Dartmouth Town Council would be one of several presentations the Directors intended to make in the coming months as they set out their strategy for the coming years, including marketing the town, working with other groups such as the Town Council, the Chamber of Trade, Mayflower 400, community groups and others, to include work programmes, joint projects and Visitor Centre enhancements.

Hilary Bastone then introduced the other speakers and questions were taken at the end of the presentations.

Karen Perrow (Manager, Dartmouth Visitor Centre) told the meeting that in her first 2 months as manager a great deal had been achieved to raise the profile of the Visitor Centre. Her initial brief was to bring in funds so that the Visitor Centre could stand alone and changes were being made so that the facility would be a resource for the whole community. Changes had already included revamping the window advertisements, bringing in more merchandise and a redesign of the floor space to provide more retail space.

The volunteers were the backbone of the centre and had recently received visitors from the Newcomen Society of New Zealand.

A slot machine had now been provided so that visitors could set the Newcomen Engine working and tables and chairs were being provided on the Newcomen Plaza for visitors to have tea or coffee.

Karen Perrow would ensure that a quarterly report on the Visitor Centre was provided to the Town Council and regular meetings were also held with the Discover Dartmouth magazine publishers and the website provider. The Visitor Centre had over 100,000 visitors each year and in its key location was a wonderful facility for the Town.

Sarah Stride (General Manager, Visit South Devon) reported that Visit South Devon were a not for profit company set up to promote South Devon nationally and locally and had taken over the Discover Dartmouth website in May 2016. They enabled better updates, clearer information on advertisers and ensured that the website promoted

Dartmouth to the best of its ability. Discover Dartmouth was currently the number one website for promoting Dartmouth and all the advertisers had been consulted over the change of name back to Discover Dartmouth. It was now a fully responsive website for use on mobiles and desktops alike. This was better for consumers and advertisers and had increased functionality for bookings and maps. They now had 8,000 social media followers and were working with the centre manager to develop a blog. They would be launching a quarterly consumer newsletter this year with news and events and were looking at video production and photography to enhance the site.

Jeff Cooper (Publisher and Director of We Make Magazines) told the meeting that his company specialized in free pick up magazines and had 10 years involvement with the Discover Dartmouth brochure. The new magazine now had more concise editorial, used better images and was less cluttered. A saving on print costs had been made by cutting the number of pages and the new pocket sized version had proved very popular. Savings had been re-invested in distribution with 25% more sent out in 2017 than in 2016.

Tricia Daniels (Dartmouth Cruise Advisor) gave a short summary of Cruise ships visiting Dartmouth.

In the past 3 years, a sluggish cruise arrival performance had been turned around to 9 arrivals for 2017.

The MV Silver Wind one of the highest end ships had visited on 10th June 2017. It had taken 3 years of negotiations to get her to Dartmouth and Tricia Daniels had been told at the end of the visit, that Dartmouth was what their brand's cruising, was all about.

MV Seven Seas Explorer would be arriving on 13th June; this was claimed to be the most luxurious ship in the world, and would be arriving with 700 passengers. On 17th June SV Sea Cloud II would be in port.

There were currently 8 possible visits by cruise ships for 2018 and so far, two enquiries for 2019.

Tricia Daniels went on to explain that in Mayflower year 2020, it was understood that the Dartmouth Mayflower 400 committee was already

making approaches to the Port of Plymouth to see how the two towns could work together regarding cruise passengers for this event.

In summary, in 2014 arrival numbers had been dropping.

As part of the revival project, Tricia Daniels had approached the Dart Harbour and Navigation Authority, the Town Council, the Dartmouth Visitor Centre, the BID and publicist Phil Scoble to set up a group who could understand and work on all aspects of visiting cruise ships. Dart Harbour took a particular interest in how this could be moved forward to increase the number of cruise ship visits.

Although the original cruise group had disbanded, Tricia Daniels had remained as a volunteer Cruise Advisor and was pursuing cruise companies and coordinating arrival days.

This together with the Dartmouth Visitor Centre, and the Town Crier strongly supporting on the day and the mayoral party greeting new arrivals and presenting the town plaque, had all proved invaluable for visitors.

Each cruise brand was different but Dartmouth now knew its market and targeted it consistently. Dartmouth was unusual in that it worked without any formal budget. To date, any arrival entertainment, which was limited to 2 per season, had been paid for by Dart Harbour, who also funded 4 business trips to the major annual industry conventions, where deals were made.

The new Harbour Master Mark Cooper was looking at the whole process with fresh eyes and was keen to understand whether the Town was working together sufficiently. Industry figures indicated that on average there was an \$80 spend per passenger, which would benefit the whole Town.

Cllr Smith congratulated the group on the professionalism of their presentations and added that anything to increase the footfall in Town was good, and he asked if Dartmouth had the right contacts in America ready for 2020. Karen Perrow had joined the Mayflower 400 group and was well aware of the opportunity for Dartmouth and the need to maximize this.

Cllr Thompson asked if local retailers were asked to give discounts to those visiting Dartmouth from the cruise ships. Tricia Daniels

confirmed that this had been tried but was very difficult to get off the ground. Dartmouth was working with Falmouth who had also confirmed that it took a long time to get retailers on board.

Cllr de Galleani raised concerns over the use of Newcomen Plaza for additional seating outside the Dartmouth Visitor Centre; this needed to be monitored to ensure that the appearance of the area was kept up to scratch. Karen Perrow agreed this needed to be controlled but felt that it was currently an under used asset.

Cllr Gent asked how often Visit South Devon reviewed their use of Social Media and Sarah Stride confirmed that this was reviewed annually.

The Mayor thanked all the presenters from the Dartmouth Visitor Centre for attending and for their informative presentations.

30. REPORTS.

Police and District and County Councillors' Reports.

In his absence Police Sergeant Iain Simon's report on the crime figures for Dartmouth for the month of May 2017 had been laid round the table.

County Councillor Hawkins congratulated the Town Council on the work to the new Council Chamber.

Following the recent County Council elections Cllr Hawkins now represented a larger ward which included Berry Pomeroy, Littlehempston and Stoke Gabriel. He would be making grants from his County Council funds and this year this included £2,000 to the Dartmouth Visitor Centre.

Devon County Council would be advertising a new Traffic Regulation Order this summer following a Highways and Traffic Order Committee (HATOC) meeting in July. Any alterations to yellow lines etc should be sent to Cllr Hawkins or Neil Oxton at Devon County Council as soon as possible.

In May Cllr Hawkins had met with Tina Graham from Dartmouth Academy to discuss the funding of pupils and a future meeting with Dr Sarah Wollaston was planned.

Cllr Hawkins had met with Adam Parnell, Salcombe's Harbour Master and Helen Dobby from South Hams District Council to discuss a new initiative to run the lower ferry for 21 weeks per year with just one float, giving a 31 week season with 2 floats. Cllr Hawkins had received assurances that when Dartmouth required 2 floats they would be in place i.e. during school holidays, at Festivals and at Christmas. Competitiveness was very important but South Hams District Council would ensure that the service was what residents needed.

Cllr Hawkins had recently met with Cllr Rowe and members of the town Council concerning verges, weeds and road sweeping. Devon County Council had stopped cutting their verges several years ago and South Hams District Council had now stopped too. The District Council would provide Dartmouth with 6 cuts of all the verges for £1,750. Cllr Hawkins would provide £1,000 from his locality fund and Cllrs Bastone and Rowe would each provide £250 from their District funds leaving the Town Council to fund £250. Honey Foskett had advised Cllr Hawkins that 8 cuts might be more appropriate in future years.

As the Town and Parish (TAP) fund holder the Town Council needed to monitor the weed spraying in the Town.

Cllr Hawkins told the meeting that he fully supported the Town Council taking over from the Dartmouth and District Youth Partnership and contracting directly with Youth Genesis for Youth provision in Dartmouth.

Cllr Rowe reported that she had attended the meeting concerning grass cutting and added that there were still areas of weeds that needed clearing. The Boat Park on Coronation Park was still in a state and needed to be dealt with. Cllr Rowe also thanked the Town Council for their hospitality at the recent dedication of the new American Battle Monuments Commission Monument in the Royal Avenue Gardens on 6th June 2017.

Cllr Rowe reported that the HATOC meeting would be held on Friday 7th July at Follaton House.

Cllr Bastone distributed details of the Community Housing Fund to the meeting. This was to induce local communities to build affordable housing. South Hams District Council had received £1.8m from Central Government because of the density of second homes in the area. The impetus for projects to provide affordable housing must come from the communities themselves.

Cllr Smith told members that he was fully supportive of any meetings concerning Dartmouth Academy. He raised the issue of the land at Seymour Drive which was now very unsightly and needed to be made acceptable. He asked the District Councillors to ensure that the owner of the land maintained it properly.

Following a question from Cllr Smith, Cllr Bastone confirmed that it was possible for the social housing providers to work with the District Council to access the Community Housing Fund.

Cllr Harriss asked the District Councillors why Dartmouth was paying twice through its Council taxes for grass cutting. Cllr Hawkins explained that both the District and County Councils had to make cuts and Devon County Council only had to cut the visibility splays; other towns in the District already paid for their grass cutting.

31. QUESTIONS TO THE MAYOR BY MEMBERS OF THE PUBLIC.

Peter Goldstraw asked the Mayor if the Town council were satisfied with the process so far given the fact that following 15 meetings of the Neighbourhood Plan group no meetings had taken place in the last 10 months.

The Mayor replied that this was an item to be discussed later in the agenda. Through the Mayor Cllr Fyson replied that no one was satisfied with the progress so far and the town Council were looking to reinvigorate the process.

32. URGENT BUSINESS.

There was none.

33. CONFIRMATION OF THE MINUTES.

Members reviewed the minutes of the Annual Town Council meeting held on 8th May 2017.

Proposed: Cllr D M Gent

Seconded: Cllr T de Galleani

Resolved: That the minutes of the Annual Town Council meeting held on 8th May 2017, be confirmed and signed as a true record.

Members reviewed the minutes of the Adjourned meeting held on 9th May 2017.

Proposed: Cllr D M Gent

Seconded: Cllr R M Lyon

Resolved: That the minutes of the Adjourned meeting held on 9th May 2017, be confirmed and signed as a true record.

Members reviewed the minutes of the Special Town Council meeting held on 31st May 2017.

Proposed: Cllr R M Lyon

Seconded: Cllr D R Kelland

Resolved: That the minutes of the Special Town Council meeting held on 31st May 2017, be confirmed and signed as a true record.

34. CORRESPONDENCE.

- a) The Clerk read out an email from Mr Wilson of Swannaton Road, "At its meeting on 6th March, The Town Council resolved as follows in respect of the transfer of assets: "That the Town Council confirms the transfer of assets from South Hams District Council, to include Coronation Park, Royal Avenue Gardens, the Castle Estate and verges in the Townstal Road and all buildings and structures thereon." Could the Council please advise what steps it intends to take, and when, to now formally consult with the Town's residents on the Heads of Terms of the Transfer, specifically the financial proposals, and implications over both the short and longer term." The mayor told the meeting that the Council was responsible for looking after the Town's assets on behalf of residents. Heads of Terms were to be discussed at a meeting on 16th June 2017 with District Council officers and more would be known after this. The town Council had no specific plans to seek the views of residents other than through its meetings which were open to the public and through reports in the local press. Cllr Smith suggested a presentation in the Guildhall on the transfer of assets from the District Council.
- b) An email had been received from the reporter at the Dartmouth Chronicle asking for the Town Council's comments on a statement from South Hams District Council regarding a reduction in the services on the Lower Ferry. This matter had been discussed by the District Councillors under their reports.
- c) Details had been received from NHS England concerning a move by Lloyds Pharmacy Ltd to relocate from 31 Victoria Road to 15 Victory Road Dartmouth.
- d) Details had been received from Dartmouth Academy of a work experience student to work in the Town Council offices from 17th to 20th July 2017.

35. REPORTS.

- a) General Purposes Committee
The Report and Recommendations of a meeting of the General Purposes Committee held on 18th May were reviewed.

Proposed: Cllr T de Galleani
Seconded: Cllr G B F Coles

Resolved: That the Report and Recommendations of the meeting of the General Purposes Committee held on 18th May 2017, be received, approved and adopted.

b) Corporate Property Committee

The Report and Recommendations of a meeting of the Corporate Property Committee held on 23rd May 2017 were reviewed.

Amendment: Minute 12 page 6 – the report on Ivy Lane had been given by Cllr Gent not the Chairman.

Proposed: Cllr R M Lyon
Seconded: Cllr B T Harriss

Resolved: That the Report and Recommendations of the meeting of the Corporate Property Committee held on 23rd May 2017, as amended, be received, approved and adopted.

c) Personnel Committee

The Report and Recommendations of a meeting of the Personnel Committee held on 24th May 2017 would be reviewed in committee at the end of the meeting.

d) Planning Committee

The Report and Recommendations of a meeting of the Planning Committee held on 31st May 2017 were reviewed.

Proposed: Cllr D M Gent
Seconded: Cllr B T Harriss

Resolved: That the Report and Recommendations of the meeting of the Planning Committee held on 31st May 2017, be received, approved and adopted.

36. FINANCIAL MATTERS.

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

Proposed: Cllr D M Gent

Seconded: Cllr T de Galleani

Resolved: That the Clerk's actions in paying accounts totaling £33,321.62 for the month of May 2017 under Standing Order No. 56 (b) be endorsed.

37. REPORTS.

Representatives on Public Bodies and Associations.

Cllr de Galleani reported that Dartmouth Green Partnerships had put the hanging baskets up around the Town that day.

Cllr Smith reported that he had attended the Patient Participation group AGM recently. The meeting had been lively and well presented. All present were eager for the move of the Hospital to Riverview though there were concerns that nothing had been signed yet.

Cllr Smith told the meeting that two large units were being placed in the Car Park of the Townstal Community Hall by the Guinness Trust while they carried out the refurbishment of kitchens on the Townstal Estate and he informed members that this would lead to increased traffic movements in the area for the next 6 to 8 weeks.

Cllr Gent reported that the Dartmouth and District Youth Partnership (D&DYP) had met that afternoon and had agreed to hold a special meeting in September when they would be formally wound up. This could not happen until after August, as they were in contract with Youth Genesis until then. The Mayor had met with Mike Mills the treasurer of the D&DYP and Jonathan Oliverio from Youth Genesis and a resolution would be reached to continue the Youth Service in Dartmouth.

38. NEIGHBOURHOOD PLAN PROGRESS REPORT.

Cllr Fyson told members that the Town Council had registered its dissatisfaction on being included in the large area of the Local Plan as this was the context in which we would be included. It had not yet been possible to analyse the results of the public questionnaire but he noted that parking was the main issue in the lower town. Other issues included conservation and the conservation areas, together with the need for a green space plan and affordable housing.

The meeting discussed how the next phase was to be achieved. Cllr Fyson recommended that the relation between the Neighbourhood Plan and the town Council should be regularized. It had been suggested that the Neighbourhood Plan group could report to the Corporate Property Committee, the Planning Committee or a new Strategy and Development Committee but there was a need to formalize the process. The Town Council was responsible for the production of the Neighbourhood Plan or it could not be put to the District Council; the difficulty was to marry the various interests with the production of the plan.

Cllr Fyson reported that there was now a mechanism for the Town Council to obtain outside external expertise through additional funding from central government, who could carry out research into the subject headings.

Cllr Fyson proposed that :-

- 1) The Town Council approve the formation of an ad hoc committee or group to be formed as part of a Council Committee
- 2) The town Council make a decision on a resolution to appoint an outside expert.

Cllr Smith suggested that Stoke Fleming Parish Council be approached for ideas as they were well underway with their plan. Both Cllr Coles and Cllr Gent believed that the Neighbourhood Plan should be brought under the remit of the Planning Committee.

Proposed: Cllr D M Gent

Seconded: Cllr S Smith

Resolved: That the Neighbourhood Plan be taken under the control of the Planning Committee with an item to take this forward to be added to the next agenda.

Peter Goldstraw told the meeting that he welcomed anything that expedited this process for Dartmouth. He was concerned that this would add another layer of administration. He had received many offers of support to join the working group and to help with the survey. The Town Council would ensure that the Town Council representatives on the working group represented the Town Council's committees.

Cllr Fyson would make a presentation to the next Planning Committee meeting on where the process had reached and the way forward and the possible use of an outside researcher. All members of the public were welcome to attend the meeting.

39. ANNUAL GOVERNANCE STATEMENT AND ANNUAL ACCOUNTING STATEMENTS FOR 2016/2017.

A copy of a draft Annual Governance Statement for 2016/2017 had been laid round the table.

Proposed: Cllr D M Gent

Seconded: Cllr G B F Coles

Recommended: That the Annual Governance statement for 2016/2017 be adopted and be signed by the Mayor and Clerk on behalf of the Town Council.

Copies of the draft Annual Return Statement had been laid round the table.

Proposed: Cllr D M Gent
Seconded: Cllr G B F Coles

Recommended: That the Annual Return and Accounting Statement be approved and be signed by the Mayor and Clerk on behalf of the Town Council.

Copies of the Internal Auditor's report – completed on 5th and 6th June 2017 were laid round the table.

Proposed: Cllr T de Galleani
Seconded: Cllr S Smith

Recommended: That the Town Council note the auditor's report and refer this to the next meeting of the Finance Committee for actions as required.

40. GRASS VERGE CUTTING.

Following a meeting with Cllr Jonathan Hawkins, Honey Foskett from South Hams District Council had agreed that staff from the District Council will cut the grass verges in Dartmouth 6 times a year for an annual charge of £1,750.00; this would include the area around the Welcome to Dartmouth sign (previously quoted separately at £261.00 per annum).

Cllr Hawkins had agreed to pay £1,000.00 of this from his County Council locality fund and Cllr Rosemary Rowe has agreed to give £250 from her District Council locality fund and Cllr Bastone the same; this leaves £250.00 funding to be provided by the Town Council.

A map of the areas concerned was displayed in the Council Chamber.

Proposed: Cllr R M Lyon
Seconded: Cllr S Smith

Resolved: That the Town Council fund £250 towards 6 cuts of the grass verges in Dartmouth by the District Council.

41. FREEHOLD TRANSFER OF IVY LANE YOUTH CENTRE.

The Clerk reported that the Town Council's Solicitors had completed the searches for the Freehold Transfer of Ivy Lane from Devon County Council to Dartmouth Town Council.

This following the grant of a tenancy at will by Devon County Council on 29th September 2014 permitting Dartmouth Town Council to occupy Dartmouth Youth Centre from this date.

Contracts would now be signed for the purchase at a price of £1.00 if the Town Council confirmed that they were happy to proceed.

Proposed: Cllr B T Harriss

Seconded: Cllr T de Galleani

Resolved: That the Town Council accept the Freehold Transfer of Ivy lane from Devon County Council and the Mayor be authorised to sign contracts on their behalf.

42. ICE CREAM BICYCLE – REQUEST TO TRADE ON DARTMOUTH EMBANKMENTS.

The Town Council had been advised that South Hams District Council had received an enquiry from an individual who wished to sell pre-packaged ice creams from a customised bicycle on the Embankments in Dartmouth. In order to permit this, a licence from South Hams District Council would be required. The officer at the District Council had informed the Town Council that a street pedlar licence was not appropriate, unless the area of operation were much wider.

Before the District Council considered the finer details of how this might be authorised and policed, they wished to canvass the Town Council's view on the principle of this. The District Council's initial thoughts, included concerns;

1. from local businesses that already supply ice cream in that area.
2. There may also be Health and Safety concerns over the presence of a trading bicycle on the pedestrian area.

3. As this would be the first of this type in this area (that the District Council were aware of), this might open up applications from other such traders and did the Council wish to create such a precedent.

Members discussed the proposal and Cllrs Harriss and Smith agreed that there were already too many shops selling ice cream. Cllr de Galleani raised concerns over the level of Public Liability insurance provided by the trader concerned and added that this should not be allowed in the Royal Avenue Gardens.

Cllr Coles agreed and stated that traders who traded all year round would lose money and this could set a precedent.

Proposed: Cllr G B F Coles

Seconded: Cllr S Smith

Resolved: That the Clerk advise South Hams District Council of the Town Council's concerns regarding :-

- a) setting a precedent and being against local traders who trade all year long,**
- b) the level of the trader's Public Liability Insurance**
- c) the Health and Safety issues of an extra (sometimes moving) obstruction on the embankment,**
- d) that the Royal Avenue Gardens were not a suitable site,**
- e) that there were questions raised about how licences of this sort would be policed.**

43. ELECTION OF A YOUTH AMBASSADOR.

Cllr Gent told the meeting that at the Town Council meeting on 9th May 2017 he had reported that the Town Council would not need a Youth Ambassador as a Youth Services Committee was to be created. This was not now the case as the town Council would be contracting directly with Youth Genesis for the provision of Youth Service in Dartmouth.

Proposed: Cllr S Smith
Seconded: Cllr R M Lyon

Resolved: That Cllr Gent and Pritchard-Tagg be nominated as the Town Council's Youth Ambassadors for the ensuing year.

44. ON-STREET PARKING TIMES IN DARTMOUTH TOWN CENTRE.

Cllr de Galleani told the meeting that following Cllr Hawkins request to report any items as soon as possible for the new Traffic Order for Dartmouth she suggested that the Town Council request the extension of parking times in areas slightly out of the centre that currently only allowed 1 or 2 hours such as Newcomen Road and South Town. Cllr de Galleani showed the meeting photographs of empty spaces in these areas at peak times which were not used as the time limits stopped people from carrying out the tasks they wished to park for. She asked members to consider requesting 4 hour slots in these areas.

The meeting agreed that North Embankment, South Town and Newcomen Road could all be changed to 4 hours. Cllr Hawkins asked that if the Town Council agreed in principle then a map should be drawn up of the suggested areas and sent in to Devon County Council. All Councillors were asked to provide comments on areas for inclusion to the Council offices.

Proposed: Cllr T de Galleani
Seconded: Cllr B T Harriss

Proposed: That Cllr de Galleani and the Clerk meet to draw up a map of the areas discussed to be sent to Devon County Council for inclusion in the next Traffic Regulation Order.

45. QUESTIONS TO THE MAYOR.

Cllr Lyon asked the Mayor if thanks could be given to the office staff for their work towards the recent audit of the Town Council's finances.

The Mayor replied that this would be done.

Cllr Harriss asked the Mayor what could be done about the large amount of items outside the Community Shop in Victoria Road concerning which he had received a numerous complaints.

Through the Mayor, the Clerk replied that she believed that the Community Shop would be moving to new premises.

Proposed: Cllr D M Gent

Seconded: Cllr T de Galleani

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.

46. PERSONNEL COMMITTEE MINUTES OF 24th MAY 2017.

The Report and Recommendations of a meeting of the Personnel Committee held on 24th May 2017 were reviewed.

Proposed: Cllr T de Galleani

Seconded: Cllr D R Kelland

Resolved: That the report and recommendations of the meeting of the Personnel Committee held on 24th May 2017, and recorded in confidential minute number 1/17, be received, approved and adopted.