

## **DARTMOUTH TOWN COUNCIL**

### **Minutes of the Town Council Meeting**

**3<sup>rd</sup> July 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 5 members of the public, 3 members of the Police and Crime Commissioner's office, 2 police officers and 1 member of the press.

**53. DECLARATIONS OF INTEREST.**

There were none.

**54. PRESENTATION BY ALISON HERNANDEZ, POLICE AND CRIME AND CRIME COMMISSIONER FOR DEVON AND CORNWALL, DUNCAN WALTON, INTERIM CEO AND NICKY LONG, COMMUNITY LINK OFFICER FOR DARTMOUTH, ON THE FUTURE OF DARTMOUTH POLICE STATION AND POLICING IN THE TOWN.**

Alison Hernandez began by introducing her colleagues, Nicky Long the link officer for Dartmouth and Duncan Walton who dealt with estates and technical details. One of the challenges for the Police was their properties and checking the state of each of these; Dartmouth had been earmarked for redevelopment for a long time.

Ms Hernandez explained that her role as Police and Crime Commissioner included Police estates, how money would be raised for policing and setting policing priorities. Policing priorities were set through the Police and Crime Plan. Central Government were keen for policing authorities to take over the running of the Fire Service but this was unlikely in Devon and Cornwall as area boundaries were not contiguous, however there was an excellent working relationship between the two services. The Police and Crime Commissioner was the public representative for policing and represented the needs of the community; a good working relationship with the Chief Constable was essential.

The sale of Dartmouth Police station was going through and would be finalised in September 2017. Part would be retained for Police use and the Police would make interim use of St John's Ambulance Station during the redevelopment; Ms Hernandez was keen to hear the Town Council's views on this.

In her role as Police and Crime Commissioner Ms Hernandez currently had £200,000 available to support local councils in the monitoring of their CCTV systems. She was also supporting a

deferred charge scheme to help defendants work through a 4 month contract to deal with underlying problems such as drug use; this only with the agreement of the victim.

Cllr Smith welcomed the news that Dartmouth would retain a Police presence and he stressed the importance of the retention of community policing for Dartmouth.

Ms Hernandez told the meeting that over the next 3 years she would be supporting the Chief Constable to transform the workforce; the PCSO's had not been reviewed since 2002. The current PCSO's were being encouraged to apply for other positions with Devon and Cornwall Constabulary and Ms Hernandez reported that there would be 100 extra officers by the end of her term bringing numbers back up to 3000. PCSO's that became PC's would be put back in the communities that they had come from. The PCSO situation would be reviewed again with the Chief Constable at the end of July and a transition arrangement would be agreed to fill any gaps in cover; there would be no redundancies.

Cllr de Galleani reported a problem with young children on scooters and skateboards travelling very fast down the steep hills in Dartmouth. Police Sergeant Iain Simons would put a message out through the schools to highlight the dangers. Cllr Baillie had previously spoken to Tina Graham at Dartmouth Academy on this matter; Ms Hernandez added that the police would help with a local campaign.

Cllr Allen questioned whether it was legal for local shops to pass on information between themselves regarding shoplifters caught on private CCTV systems. Ms Hernandez explained that there were tools that the Police could use and Police Inspector Tapley added that CCTV images could be distributed through the Police. Sergeant Iain Simons told the meeting that there was an informal telephone network for the shops to let each other know of issues in the Town as they happened. Alison Hernandez stated that she would be happy to talk to the Chamber of Trade.

Cllr Hawkins told the meeting that he was delighted that there would be a permanent policing presence in Dartmouth and he asked Ms

Hernandez for an assurance that the Police station at the St Johns Ambulance Station would be up and running before the Police station in Mayors Avenue closed.

Ms Hernandez confirmed that a lease had been signed by the Police for the St John's site and it was hoped that the transfer would take place in September. She asked for any positive feedback on the officers in Dartmouth to be sent to her and for the Chief Constable to be copied in and this would help the case to keep PCSO's.

Cllr de Galleani asked if the new ground floor Police station in Mayors Avenue would be open to the public. Ms Hernandez confirmed that 90sq m of the building would be retained by the Police but could not promise an open Police station. Demand from the public was needed to change the dynamic of how the Police service currently operated. Ms Hernandez was setting up an advocate scheme for members of the public who wished to be better connected with policing.

Cllr Baillie asked how long the redevelopment would take; Ms Hernandez confirmed that this would be approximately 2 years. Following a question from a member of the public Ms Hernandez confirmed that the police would be retaining their parking spaces in Police Station Square.

Cllr Smith asked that a letter be sent to Ms Hernandez commending the work of PCSO Shaun Barker.

The Mayor thanked Ms Hernandez and the Police representatives for attending the meeting.

## **55. REPORTS.**

### Police and District and County Councillors' Reports.

Police Inspector Chris Tapley reported that he was the sector Inspector for all of the South Hams; Dartmouth and the wider South Hams now had 78% of their original staffing. It was up to Inspector Tapley to equalise the staffing across the district; the future of PCSO's would be changing.

There would be a meeting held at Follaton House in Totnes on 7<sup>th</sup> July for Councils to have an input into Neighbourhood Policing. He was personally delighted that Dartmouth would be keeping a Police Station in town and he asked that his contact details be passed to all Councillors.

Police Sergeant Iain Simons gave a Police Report on the crime figures for Dartmouth from 12<sup>th</sup> June 2017 to the present day including details of a number of thefts, including thefts of petrol and clothing.

Cllr Hawkins reported that he had attended a meeting of the working group set up after the closure of Dartmouth Hospital had been announced and to handle the transfer to Riverview; a lease had yet to be signed but assurances had been given that the move would be taking place. There would be 6 designated beds in the Riverview facility. Figures given on current bed usage showed that there were never more than 2 beds used in Dartmouth Hospital at one time by Dartmouth residents; no figures were available for the surrounding parishes.

Cllr Hawkins and Cllr Bastone had met with the developer for the West Dart development, phase 2 would begin in the autumn with 30% housing for local people.

Cllr Hawkins had attended several meetings with residents concerning speeding in Victoria Road. Devon County Council had said that speeding in this area was not an issue. Cllr Hawkins was awaiting officers' views on how to improve the safety of pedestrians on the pavements and how to stop vehicles mounting the pavements. Devon County Council was working to provide two flashing speed warning signs to remind motorists of the 30mph limit and bollards on the pavements in the narrow sections in the months ahead.

On 14<sup>th</sup> July 2017 Cllr Hawkins would be meeting with Tina Graham and Dr Sarah Wollaston MP to discuss pupil funding at Dartmouth Academy.

Cllr Hawkins commended the St Ives policy on second homes to the Town Council for adoption as part of the Neighbourhood Plan.

Cllr Hawkins noted residents' concerns over missed waste collections and he asked that any problems be reported to himself or Cllr Rowe. Cllr Hawkins shared the Town Council's concerns over the District Council not looking after the Town in the way everyone wished. He had walked the Castle Estate and sections of this had now been strimmed but there were still areas to be cut and the hydrangea beds were overgrown again. Cllr Hawkins felt that the District Council's supervision of grounds maintenance staff was not all it should be and he had reported this to Sophie Hosking the Chief Executive of South Hams District Council.

Cllr Hawkins reported that the Regatta Committee had recently hired the Amenity Hut in the Royal Avenue Gardens to raise funds and he asked that the Town Council consider new tables and crockery for this facility.

Cllr Smith thanked Cllr Hawkins for his efforts on behalf of Dartmouth Academy and he welcomed the news concerning the second phase of the West Dart development. He asked if some of the new properties would be affordable and some market value; Cllr Hawkins confirmed that this was the case.

Cllr Smith also commended the St Ives policy on second homes and hoped that this would be added to the Dartmouth Neighbourhood Plan.

Cllr Rowe reported that the main issues concerning the District Council at present were centered on finance and how the District Council was going to balance its books from/after 2020. There would be, as far as was known, no more grants from central Government and the District Council would have to be self-funding.

Public sector pay rises would be from 2-5% and a 1% pay rise equated to £80,000 in costs to the District Council. Cllr Rowe explained that this could potentially cost £240,000 per annum; the District Council did not have the funds to take on any extra staff in any departments. Cllr Rowe informed the meeting that the District Council was reviewing Waste Management at present. There were several options available including out sourcing, restructuring rounds, less collections,

more recycling as seen recently, collecting food waste on its own and charging for extra garden waste etc.

South Hams District Council was also investigating becoming a single council with West Devon Borough Council with whom they shared many services already. This would be discussed at the next Full District Council meeting and would then go out to consultation.

The District Council was also looking at borrowing to invest; this was another idea to generate income.

Cllr Allen asked Cllr Rowe if South Hams District Council would be taking on debts from West Devon Borough Council. Cllr Rowe replied that the Council tax in West Devon was £65 more per annum for a Band D property so there might be council tax rises on the way for South Hams Residents. No decision would be taken until the District Councillors had all the facts.

Cllr Hawkins added that West Devon had the highest Council tax in Devon and had considerable debts; no decision on merger had been taken yet as this needed to be very carefully considered.

Cllr Coles could not understand why South Hams District Council was talking about merging with West Devon if they were in debt. Cllr Rowe explained that the two Councils had been sharing services since 2007; following a further question from Cllr Coles, Cllr Rowe told the meeting that she would not vote for the merger if she felt it was not a good deal.

Following questions from Cllr Smith, Cllr Rowe confirmed that South Hams District Council would have to become self-financing and were lobbying central government for more funding.

Cllr Smith asked the District Councillors to take action over the land at Seymour Drive which had been cordoned off and now constituted an “untidy site”. Cllr Hawkins replied that neither the District nor County Councils could take action over this, although the matter would be referred to enforcement after 6 months.

Cllr Pritchard asked Cllr Rowe if following her report on charging for garden waste, did the District Council not think that this would lead to

further cases of fly-tipping. Cllr Pritchard believed that the District Council should lobby manufacturers to cut down on packaging. Cllr Rowe agreed and stated that no decision had been made yet on charging for garden waste.

**56. QUESTIONS TO THE MAYOR BY MEMBERS OF THE PUBLIC.**

Mr Rendle asked the Mayor if following on from last month's Full Council meeting and as the negotiations on devolved services were coming to an end, would the Town Council be consulting with the public on this matter, as he had noted the Town Council's reply on their authority to take on the assets.

Mr Rendle claimed that the Town Council had no authority to take on these assets, and the District Council should treat all the towns across the district in the same way concerning devolution of assets or the people of Dartmouth would be taxed twice. The Dartmouth Chronicle had reported on the District Councils' difficulties and would report a rise in Council taxes, anything that Dartmouth Town Council did would be in addition to this.

Item 18 on the agenda would discuss the appointment of legal representatives for the transfer of assets and the solicitors would check the all the Town Council's liabilities and responsibilities were covered. The District Council had no funds to maintain these areas and Mr Rendle asked that this be taken into consideration by the Town Council.

The Mayor replied that he agreed, funding to local authorities had been cut year on year by central government and parks and gardens were a non-statutory service. Either the Town Council took on the green spaces in the Town or let them become overgrown, the best interests of the Town would be considered at all times.

**57. URGENT BUSINESS.**

There was none.

**58. CONFIRMATION OF THE MINUTES.**

Members reviewed the minutes of the Town Council meeting held on 12<sup>th</sup> June 2017.

**Proposed: Cllr P F Allen**

**Seconded: Cllr D M Gent**

**Resolved: That the minutes of the Town Council meeting held on 12<sup>th</sup> June 2017, be confirmed and signed as a true record.**

**59. CORRESPONDENCE.**

- a) An email had been received giving details of the South Hams District Council Consultation on Public Spaces Protection Orders for Alcohol. Comments on the areas to be covered were requested by 28<sup>th</sup> July 2017; this had been circulated to members. This would be considered by the next meeting of the General Purposes Committee on 20<sup>th</sup> July 2017.
- b) An email had been received from South Hams District Council inviting local councils to send a representative to a meeting at 10 am on Friday 7<sup>th</sup> July 2017 at Follaton House to gather views on a review of Neighbourhood Policing. Details had been sent out to members of the Town Council; Cllr Smith would attend on behalf of the Town Council.
- c) South Hams Citizens Advice had advised that there would be a new outreach coordinator for Dartmouth and had asked the Town Council for suggestions of possible changes to their current model of delivery. The Clerk would enquire as to the future premises for the Citizens Advice in Dartmouth, bearing in mind the future plans for the sale of Dartmouth Clinic.
- d) Details had been received from South Hams District Council of their summer fly-tip campaign; this had been sent out to members.
- e) Notice had been received from South Hams District Council concerning a consultation on Pay and Display charges. Details of the consultation would be added to the District Council website shortly. The changes would be in line with those discussed at the General Purposes Committee meeting on 18<sup>th</sup> May 2017.

**60. REPORTS.**

a) Personnel Committee

The Report and Recommendations of a meeting of the Personnel Committee held on 14<sup>th</sup> June 2017 were reviewed.

**Proposed: Cllr T de Galleani**

**Seconded: Cllr R M Lyon**

**Resolved: That the Report and Recommendations of the meeting of the Personnel Committee held on 14<sup>th</sup> June 2017, be received, approved and adopted.**

b) Planning Committee

The Report and Recommendations of a meeting of the Planning Committee held on 28<sup>th</sup> June 2017 were reviewed in 2 tranches.

**Proposed: Cllr D M Gent**

**Seconded: Cllr G B F Coles**

**Resolved: That the Report and Recommendations of the meeting of the Planning Committee held on 28<sup>th</sup> June 2017, pages 45 - 47 be received, approved and adopted.**

Members noted that the Neighbourhood Plan Working group needed to be re-energised and a meeting would be called as soon as possible. Cllr Gent would draw up terms of reference for the new working group; the Town Council must be kept informed of progress and the group should meet at least once a month.

Cllr Fyson would speak to the new meeting with data from the public opinion survey to help to determine the topic groups. South Hams District Council had given assurances that the Neighbourhood Plan could be integrated into the Local Plan at any point in the future. Cllr Coles had concerns that a large working group would not function well and asked that each local interest group be limited to one member.

Cllr Fyson was prepared to Chair future meetings unless another Councillor wished to lead this forward. He suggested that all

Councillors read the St Ives plan and asked the working group to consider applying for central government funding for outside consultants.

**Proposed: Cllr D M Gent**

**Seconded: Cllr P F Allen**

**Resolved: That the Report and Recommendations of the meeting of the Planning Committee held on 28th June 2017, pages 47 - 48 be received, approved and adopted.**

**Proposed: Cllr D M Gent**

**Seconded: Cllr R M Lyon**

**Resolved: That terms of reference be drawn up for the Neighbourhood Plan working Group and a date be set for a meeting as soon as possible.**

**61. FINANCIAL MATTERS.**

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

**Proposed: Cllr D M Gent**

**Seconded: Cllr P F Allen**

**Resolved: That the Clerk's actions in paying accounts totalling £33,442.52 for the month of June 2017 under Standing Order No. 56 (b) be endorsed.**

**62. DEEDS OF EXCLUSIVE RIGHTS OF BURIAL.**

**Proposed: Cllr T de Galleani**

**Seconded: Cllr D M Gent**

**Resolved: That Deeds of Grant of Exclusive Right of Burial be issued in respect of Grave No. HN85 at Longcross Cemetery, Dartmouth and the Town Mayor (Councillor R W I Cooke) and Deputy Mayor (Councillor A J C Fyson) be authorized to sign the Documents in accordance with terms contained in Minute No. 225 (3) 1975/6.**

**63. REPORTS.**

**Representatives on Public Bodies and Associations.**

Cllr Lyon reported on behalf of the Dartmouth Mayflower 400 group that Plymouth's Heritage Lottery Fund bid had failed. The Dartmouth group would be putting in their own bids for funding, initially to the Arts Council Foundation. They would be holding 2 fundraising events this year, a concert and a gala dinner at the Britannia Royal Naval College. They would be inviting community partnerships with other groups in the Town.

Cllr Smith asked why the Plymouth bid had failed; Cllr Lyon explained that there would be a meeting in Plymouth later this month to discuss this.

Cllr Allen asked what impact this would have on Dartmouth's plans; this was not yet known. Plymouth would be looking at other avenues and the Dartmouth Mayflower 400 group was also looking at other funding streams.

Cllr Fyson hoped that the Town Council would still wish to maintain the same level of financial support for the Dartmouth Mayflower 400 project.

Cllr Allen asked why there was no report from the Dartmouth Visitor Centre. Cllr Coles reminded the meeting that it had been agreed that this would be given quarterly and a report had been made at the June Full Council meeting.

**64. REPLACEMENT OF HEATERS IN FLAT12A, THE BUTTERWALK.**

A paper on the heating system in Flat12A, The Butterwalk had been circulated to members.

The Clerk explained that following the failure of 2 of the existing heaters and the breakdown of the gas fire, having contacted the Mayor, Deputy Mayor and the Chairman of Corporate Property, 5 replacement heaters had been ordered at a cost of £1,421.00 plus vat. They would be fitted as soon as possible at an estimated cost of £90.00 per heater.

Members noted that Flat 12A, Butterwalk was the only residential property in the Butterwalk that had yet to be refurbished.

**Proposed: Cllr T de Galleani**

**Seconded: Cllr R M Lyon**

**Resolved: That the Town Council ratify the Clerk's actions and the expenditure of £1,421.00 plus vat plus installation costs.**

**65. REPORT BY THE MAYOR ON THE DEVOLVED SERVICES TRANSFER.**

Notes of a meeting of the working group with officers from South Hams District Council held on 16<sup>th</sup> June 2017 had been circulated to members. The Mayor told the meeting that the next steps would be to move forward to take legal advice. The Clerk told members that South Hams District Council had that day informed the Town Council that they would not be able to share their legal searches and titles.

Cllr Allen told members that he was pleased with the openness of the meeting and he suggested that all the Town Councilors should make a visit to the assets concerned.

Cllr Lyon wished to raise details concerning the logistics which would be discussed at the next meeting on 21<sup>st</sup> July 2017.

**66. QUESTIONS TO THE MAYOR.**

Cllr Gent asked the Mayor if following comments by the Speaker of the House of Commons concerning MP's wearing a jacket and tie, would the Town Council consider a change of Standing Orders to allow Town Councillors to forego this mode of attire at Full Council meetings.

The Mayor replied that this would be reviewed at the next meeting of the General Purposes Committee.

**Proposed: Cllr T de Galleani**

**Seconded: Cllr R M Lyon**

**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.**

**67. CONTRACT WITH YOUTH GENESIS FOR THE PROVISION OF YOUTH SERVICES IN DARTMOUTH FROM SEPTEMBER 2017.**

Cllr Gent told the meeting that the Dartmouth and District Youth Partnership (DDYP) had met and agreed to wind up following the end of their current contract with Youth Genesis at the end of August 2017.

Cllr Gent explained that the Town Council would contract directly with Youth Genesis for the provision of Youth Services for Dartmouth and this would be funded in the same way as the DDYP had been i.e. by applying for grants. The DDYP would have £10 - £11,000 left in its account at the end of August and it was hoped that this would be transferred directly to Youth Genesis to fund the next year of Youth provision. The contract (a draft of which had been circulated to members) between Youth Genesis and the Town Council was for one year and covered Youth Services both at Ivy Lane and St Clements Hall at a cost of £10,835.20 with matched funding provided by Youth Genesis.

**Proposed: Cllr D M Gent**  
**Seconded: Cllr S Smith**

**Resolved: That the Town Council enter into a one year contract with Youth Genesis for the provision of Youth Services in Dartmouth from 1<sup>st</sup> September 2017.**

**68. APPOINTMENT OF LEGAL REPRESENTATIVES FOR THE TRANSFER OF DEVOLVED SERVICES.**

Details of costs from legal representatives were laid round the table. Cllr Allen suggested that £20,000 should be earmarked in the devolved services budget for legal fees. A breakdown of how the balance of £8,000 section 106 monies remaining on Coronation Park had been reached would be requested from South Hams District Council for the next meeting of the Devolved Services Group.

**Proposed: Cllr P F Allen**  
**Seconded: Cllr R M Lyon**

**Resolved: That the Finance Committee consider the ring-fencing of £20,000 for legal fees from the Devolved Services budget.**

**Proposed: Cllr R M Lyon**  
**Seconded: Cllr D M Gent**

**Resolved: That the Town Council appoint Bevan Brittain as their legal representatives for the transfer of assets from South Hams District Council.**

**69. INTERVIEW ARRANGEMENTS FOR THE POST OF TOWN GROUNDS MAN.**

The Clerk reported that four applications for the post of Town Grounds man had been received.

**Proposed: Cllr P F Allen**

**Seconded: Cllr B T Harriss**

**Resolved: That the Town Council establish the post of Town Grounds Man.**

Members discussed the composition of the interview panel and it was agreed that Cllrs Thomson and de Galleani would interview the candidates. The post was established to run the Town's parks and gardens and to lead volunteers and staff.

The Mayor would discuss the upper limit of the salary with the Chairman of Personnel. Advice on the appropriate grounds maintenance questions for interview would be sought from outside sources.

**Proposed: Cllr D M Gent**

**Seconded: Cllr P F Allen**

**Resolved: That Standing Orders be suspended in order to allow the meeting to continue after 9.30 pm.**

**70. INTERIM ARRANGEMENTS TO COVER THE POST OF CLERK TO THE TOWN COUNCIL.**

Members noted that the closing date for applications for this post was 14<sup>th</sup> July 2017. The Clerk told the meeting that she had been in contact with Lesley Smith at the Devon Association of Local Councils who had advised that the Devon Association did have a list of locums but at any given point these people might not be available. If the Town Council did contact someone from the list it would be up to the Town Council to negotiate a suitable arrangement with the prospective locum (pay and hours of work, and what would be covered).

Cllr Fyson suggested that the contract for future Clerks to the Town Council have a notice period of 3 months.

**Proposed: Cllr P F Allen**

**Seconded: Cllr D M Gent**

**Resolved: That should a locum Clerk be required they would be paid at LC3 SCP39.**