

**DARTMOUTH TOWN COUNCIL**  
**MINUTES OF THE MEETING OF DARTMOUTH TOWN COUNCIL HELD IN THE COUNCIL**  
**CHAMBER OF DARTMOUTH GUILDHALL ON MONDAY 13<sup>TH</sup> MAY 2019**

- PRESENT:** Cllr: Cllr R Lyon (Mayor)  
Cllrs: M Baillie; N Bodinnar; C Campos; D Case; T de Galleani; G Evans; S Hibbert; R Rendle; D Shepherd; G Webb; M Webber; D Wells; L Williams; G Yardy
- IN ATTENDANCE:** The Reverend Prebendary: W Hazelwood; Town Sergeant: R Lambden; Town Clerk: C Pritchard-Williams; Administrator: R Searle; County Cllr: J Hawkins; District Cllr: H Bastone; Sgt Simons; Sgt David Crofts; Dartmouth Chronicle: Emily Baker; Dartmouth Visitor Centre: K Perrow; Dartmouth Museum: Brian Parker & 50 members of the public.

Before the meeting, prayers were read out by Father Will Hazelwood.

**PART I - Open to the Public**

The Mayor welcomed all the new Councillors: the two re-elected Cllrs Tessa de Galleani and Maggie Baillie, the previous Town Councillor: Richard Rendle; the new independent Cllr David Wells and the 11 members of the Dartmouth Initiative Group.

He went on to say that he looked forward to working with them all for the benefit of Dartmouth, the population, the businesses, the infrastructure, the heritage and environment of our town. The new Council was very fortunate in inheriting a financially secure, forward looking and community focussed council. The Town Clerk supported by her staff had achieved an excellent working relationship and was looking forward to continuing this positive policy in the coming year.

“On a personal level Di and I would like to extend our sincere thanks to our Town Sergeant our beloved Ron Lambden for his kindness, patience and guidance over the years. And now we’ll start the matter in hand.”

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr: A Edsall.

- 2.** The Clerk proposed that the standing orders were suspended for item 18 & 19 to allow us to have the election of the Mayor & Deputy Mayor in a different format.

**Proposed:** Cllr Campos

**Seconded:** Cllr Evans

**Resolved:** That standing order no 18 & 19 be suspended which will allow the election of the Mayor & Deputy Mayor to take place in a different format.

**3. TO ELECT A CHAIRMAN (TOWN MAYOR) FOR THE ENSUING YEAR.**

The Mayor asked for nominations for election to the office of Town Mayor and Chairman to the Council.

Cllr Campos proposed Cllr Graham Webb as Mayor for the ensuing year and Cllr Yardy seconded it.

The Mayor asked for any other nominations for election to the office of Town Mayor and Chairman to the Council.

There were no other nominations.

**Proposed:** Cllr Campos

**Seconded:** Cllr Yardy

**Resolution:** That Cllr Graham Webb be elected Town Mayor (Chairman) of the Council for the ensuing year and until acceptance of office by his successor.

Cllr Graham Webb signified his acceptance of the office of Town Mayor (Chairman), signed the Declaration of Acceptance of Office, took the Chair and thanked the Members for his election.

Cllr de Galleani then read out a statement of thanks to the outgoing Mayor.

“That sincere thanks from this Council be given to Councillor Rob Lyon for the efficient and impartial manner in which he has discharged the responsible duties of Town Mayor during the past year, that we extend to Mrs Diane Lyon our gratitude for the assistance she has given to the Town Mayor and the admirable manner in which she has performed the many voluntary duties which she has undertaken as Mayoress.”

**4. TO ELECT A VICE CHAIRMAN (DEPUTY TOWN MAYOR) FOR THE ENSUING YEAR.**

The Mayor asked for nominations for election to the office of Deputy Town Mayor and Vice Chairman to the Council.

Cllr Yardy proposed Cllr Sally Hibbert as Deputy Mayor for the ensuing year and Cllr Evans seconded it.

**Proposed:** Cllr Yardy

**Seconded:** Cllr Evans

**Resolution:** That Cllr Sally Hibbert be elected Deputy Town Mayor (Vice Chairman) of the Council for the ensuing year and until acceptance of office by her successor.

Cllr Sally Hibbert signified her acceptance of the office of Deputy Town Mayor (Vice Chairman), signed the Declaration of Acceptance of Office, and thanked the Members for her election.

**5. APPOINTMENT OF CHAPLAIN TO THE TOWN COUNCIL FOR THE ENSUING YEAR.**

The Mayor announced that Father Will Hazlewood had graciously accepted the appointment as Chaplain to the Town Council.

**6. DECLARATIONS OF INTEREST**

To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 2<sup>nd</sup> July 2012.

There were none

## 7. QUESTIONS TO THE MAYOR BY MEMBERS OF THE PUBLIC

The Mayor asked for any question to the Mayor from members of the public.

The Chairman of the Dartmouth Museum spoke about how they were tenants in one of the Council's buildings and that he would be inviting all the Town Councillors to come along and learn all that the museum offer in Dartmouth.

He asked for all members to stand by for their invitation.

The chairman of the Dartmouth and Kingswear Society wished the new Council every success in the years ahead, he spoke about the needs of the community and hoped that the new council would endorse the need for a Neighbourhood Plan.

Cllr Campos replied that the Council would be resurrecting the Neighbourhood Plan and would be interesting in getting stakeholders involved in this process.

A member of the public, spoke about a property she took on and the problems she has faced with parking in Dartmouth, she asked if Dartmouth's parking problems could be made a priority in Dartmouth.

The Mayor replied that there are proposals to have double yellow lines around that area of the town. The member of the public asked if a working group could be put together to work on this.

A member of the public asked if the Town Council had any views about the Health and Wellbeing Centre being put at the top of the town.

Cllr Campos said that she'd like to point out item 14 on the agenda which is the proposal of a Health and Wellbeing Working Group.

## 8. TO RECEIVE THE REPORTS FROM

- **Devon & Cornwall Police**

Sgt Iain Simons had sent through a report which was circulated, which he also read out during the meeting.

Police report - 01/04/2019 to 13/05/2019

- The person responsible for the burglaries in the Market has been arrested and is currently in prison.
- There has been a series of damage to the toilets and benches in Coronation Park. Enquiries are ongoing to identify the suspect and potential witnesses.
- The Music Festival weekend was seen as a success with very little crime reported. Estimated between 15-20,000 people in the town. The incidents causing concern, involved young people aged between 13 and 16 years and several reports of criminal damage are being investigated.
- The police did not receive one call involving alcohol related anti-social behaviour and those attending the event enjoyed the friendly atmosphere, the police also experienced.
- Sgt Iain Simons is retiring from Devon and Cornwall police and his replacement Sgt Dave Crofts was in attendance and introduced at the meeting

## Questions

Cllr de Galleani reported that broken glass was left in the raised community vegetable beds

Cllr Yardy asked about an update on CCTV, Sgt Simons said that hopefully one of our newly elected Cllrs would come on board to take this on.

He said that he hoped that CCTV would have captured the crime that took place over the weekend.

Cllr Williams asked if there would be more of a police presence until the CCTV is in place and Sgt Simons said that he was aware of these issues, but staffing was a problem at the moment.

- **County Councillor**

Cllr Johnathan Hawkins gave a verbal report:

- He was pleased to be re-elected along with Cllr Bastone and Cllr Rowe.
- He wished every success to the Mayor and all the Cllrs and wanted to work together.
- He explained that his county ward went from the top of Hamlyn Way in Torquay to Marldon, Little Hempston, Berry Pomeroy, Ashprington & Cornworthy, Kingswear, Stoke Gabriel, Dittisham, and he tries to attend many of these Parish Council meetings every month.
- He spoke about how he cares passionately about this town and its community and wanted to make certain the town was served well by both the County and the District.
- He wished Sgt Simons a happy retirement, and wanted to welcome the new Sgt.
- He said that the Council office has his private email address and asked that the Clerk forward this on to all the Cllrs.
- He wanted to mention the youth of this town and wanted to set up a youth forum and ensure that the youth of this town get the very best from the council.
- He wanted to thank the Clerk and Administrator for offering Community Corner for the youth club whilst Ivy Lane is being renovated.
- He wanted to ask that a Cllr representative would be put forward for the Dartmouth & District Area Public Transport Group.
- He asked that the Council work with the existing Health and Wellbeing Centre so that everyone talks with one voice.
- He spoke about an issue up in Townstal where a landowner had placed a very small fence with barbed wire around the top, which is highly dangerous, and he will pass this on to the Enforcement Team.
- He spoke about Dartmouth's parking problems, the TRO (Traffic Regulations Order) is dealt with once a year, and in particular campervans may be limited with parking along the embankment.
- He said that he was chairman of the HATOC Committee (Highways and Traffic Orders Committee) that they meet once a quarter and are able to put a TRO in once a year, the next one that Council will have input into will be July 2020.

- He wanted to thank Cllr Rob Lyon and his wife Di for representing this town excellently over the last few years.

#### Questions

Cllr Baillie asked about an update on the bus shelters at Townstal. Cllr Hawkins said that there had been a number of meetings and that the position of the new shelters had been chosen: opposite Sainsburys; Collingwood Road; outside the Cemetery before you get to the Football Club; replacement of one further down Townstal Road and two new ones on the embankment, (one being for the park and ride stop)

Cllr Williams spoke about how there were plans for a youth forum.

Cllr de Galleani asked about looking into the parking restrictions on the North Embankment, South Town and Newcomen Road, as longer parking times were needed for these areas.

- **District Councillor/s**

Cllr Hilary Bastone congratulated the Mayor and Deputy Mayor for taking office and congratulated the new Council on their election and looked forward to working with them.

He thanked the outgoing Sgt Iain Simons and welcomed Sgt Crofts to Dartmouth.

He spoke about his wish list for Dartmouth and he said he would go into this over the coming months.

The Clerk asked that we re-instate standing orders item 18 & 19

**Proposed:** Cllr de Galleani

**Seconded:** Cllr Lyon

**Resolved:** To re-instate standing orders no 18 & 19

**9. TO APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON THE 8<sup>TH</sup> APRIL 2019**

Cllr Rendle suggested that the Council did not approve the minutes but that the Council purely note them instead.

All Cllrs were in favour of that.

**10. TO APPROVE THE MINUTES AND RECOMMENDATIONS OF THE FOLLOWING COMMITTEES:**

- Planning Committee – 17<sup>th</sup> April 2019 – (attached)

Cllr Evans asked if the letters mentioned within the minutes were sent or not, and the Administrator confirmed that they had been sent but a response had not been received.

Cllr Rendle said that these minutes could be noted due to its delegated powers to give recommendations to SHDC.

**11. TO APPROVE OR RE-DEFINE THE TERMS OF REFERENCE AND DELEGATED POWERS (IF ANY) OF THE FOLLOWING COMMITTEES**

- Planning Committee (delegated powers to give recommendations to SHDC)
- Finance Committee
- General Purposes Committee
- Personnel Committee
- Corporate Property Committee
- Parks and Open Spaces Committee

Cllr Campos asked if these could be reviewed at a later stage and the Clerk agreed

**Proposed:** Cllr Bodinnar

**Seconded:** Cllr Case

**Resolved:** To agree the terms of reference but note that these may be reviewed at a later stage in the year.

**12. TO APPOINT MEMBERS TO SERVE ON THE ABOVE COUNCIL COMMITTEES AND TO ELECT THEIR CHAIRMEN**

Councillors were appointed to the following committees via a show of hands.

**DARTMOUTH TOWN COUNCIL  
COMMITTEE MEMBERSHIP  
2019/2020**

<p><b>FINANCE (8)</b> Cllr Maggie Baillie Cllr Nathan Bodinnar Cllr Cathy Campos Cllr Diana Case Cllr Graham Evans Cllr Richard Rendle Cllr David Wells Cllr Ged Yardy</p>	<p><b>PLANNING (8)</b> Cllr Cathy Campos Cllr Graham Evans Cllr Robert Lyon Cllr Richard Rendle Cllr Lucy Williams Cllr Ged Yardy</p>
<p><b>GENERAL PURPOSES (8)</b> Cllr Adam Edsall Cllr Nathan Bodinnar Cllr Diana Case Cllr Dawn Shepherd Cllr Lucy Williams Cllr Ged Yardy</p>	<p><b>PERSONNEL (6)</b> Cllr Maggie Baillie Cllr Cathy Campos Cllr Diana Case Cllr Tessa de Galleani Cllr Robert Lyon Cllr Mandy Webber</p>
<p><b>CORPORATE PROPERTY (8)</b> Cllr Maggie Baillie Cllr Nathan Bodinnar Cllr Adam Edsall</p>	<p><b>PARKS AND OPEN SPACES (8)</b> Cllr Nathan Bodinnar Cllr Tessa de Galleani Cllr Adam Edsall</p>

Cllr Robert Lyon Cllr Dawn Shepherd Cllr Lucy Williams	Cllr Robert Lyon Cllr Mandy Webber Cllr David Wells
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**The Mayor and Deputy Mayor are ex-officio members of all Committees excepting Personnel.**

Cllr Rendle proposed that all Committee Chairmen be appointed at the first meeting of that Committee to allow for the members skills to be taken into consideration when choosing a chairman.

**Proposed:** Cllr Rendle

**Seconded:** Cllr Case

**Resolution:** To postpone the election of Committee Chairmen until the first committee meeting.

**13. TO NOTE THE FOLLOWING SIGNATORIES**

<b>Body or Association</b>	<b>Signatories</b>
Dartmouth Town Council Nat West Bank	<i>Usually the Mayor, Deputy Mayor and all members of the Finance Committee</i>
Henley Trust Nat West Bank	<i>Usually the Chair of the Henley Trust &amp; the Chair of the Corporate Property Committee</i>
Mayor's Cheer Fund Lloyds Bank	<i>Usually the Mayor and all members of Finance Committee</i>
Dartmouth Trust Nat West Bank	<i>Usually the Mayor, Deputy Mayor and all members of the Finance Committee</i>

Cllrs noted the above.

**14. TO NOTE THAT THE STANDING ORDERS & FINANCIAL REGULATIONS ARE CURRENTLY BEING REVIEWED**

Cllrs noted the above

**15. TO DISCUSS THE PROPOSAL OF A HEALTH AND WELLBEING WORKING GROUP**

Cllr Yardy introduced himself and said that his background leant itself to health and wellbeing, having spent the last twenty years working on life sciences, working as managing director of a medical technical company and successfully negotiating with government and large companies in the past.

He spoke about working with the existing groups in Dartmouth who have been working towards a health and wellbeing solution and that he wished to make the following proposal of a health and wellbeing working group which would sit underneath a particular committee or Full Council.

The group would be made up of Cllrs and external experts who can help contribute to the group.

Cllr Yardy proposed that he would like to come back to the June meeting with terms of reference, a membership and a meeting schedule.

**Proposed:** Cllr Yardy

**Seconded:** Cllr Case

**Resolution:** To create a Health and Wellbeing Working Group to sit under a committee or Full Council and to work with the existing Health and Wellbeing groups.

12 Cllrs were in favour

**16. TO DISCUSS A COMMUNICATIONS STRATEGY**

Cllr Campos spoke about the need for a communications strategy to ensure that all that the Town Council are doing is communicated to the people of Dartmouth. She would like to put herself forward to work on communications on behalf of the Town Council and would like to put together a communications strategy for the next Town Council meeting.

Cllr Campos also suggested having more public consultations and surgeries in the Clifton Room to allow the people of Dartmouth to come and give their views etc...

Cllr Evans said that there were plans to have a surgery around the end of May and wanted to make Cllrs aware of this, information would be circulated to all Cllrs and to invite any of them to attend.

**17. TO RECEIVE THE CLERK'S REPORT OF FINANCIAL MATTERS FOR MARCH 2019**

The Clerk and Finance Officer had circulated copies of the financial report to all Cllrs prior to this meeting within the yellow folder at the induction meeting.

**Proposed:** Cllr de Galleani

**Seconded:** Cllr Evans

**Resolved:** That the Clerk's report of financial matters for March 2019 under Standing Order No. 56 (b) be approved.

**ITEMS TO BE INCLUDED ON THE NEXT AGENDA**

**APPOINTMENT OF REPRESENTATIVES ON PUBLIC BODIES AND ASSOCIATIONS**

**EXCLUDE THE PRESS AND PUBLIC**

**Note:** If it is necessary for matters to be considered in confidence it will be proposed by the Chairman that a resolution be passed under the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended, excluding the press and public.