

DARTMOUTH TOWN COUNCIL
MINUTES OF THE CORPORATE PROPERTY COMMITTEE MEETING HELD IN THE COUNCIL
CHAMBER OF DARTMOUTH GUILDHALL ON THURSDAY 23RD MAY 2019

- PRESENT:** Cllrs: Cllrs: M Baillie; N Bodinnar; A Edsall; S Hibbard (Deputy Mayor); R Lyon; D Shepherd; G Webb (Mayor) L Williams.
Co-opted on Cllr de Galleani
- IN ATTENDANCE:** Town Clerk: C Pritchard-Williams; Properties Administrator: Hannah Williams; Representatives from the Mayflower 400 Committee and 15 members of the public

PART 1 – OPEN TO THE PUBLIC

The Mayor opened the meeting.

1. TO RECEIVE APOLOGIES FOR ABSENCE

There were none

2. TO ELECT A CHAIR FOR THE CORPORATE PROPERTY COMMITTEE

The Mayor asked for nominations for Chair

Cllr Baillie nominated Cllr Lyon for Chairman

Cllr Bodinnar nominated Cllr Edsall for Chairman

Cllr Lyon asked what experience Cllr Edsall had for looking after Grade 1 & Grade 2 listed buildings due to a number of these buildings being owned by this council and that it was his view that somebody with experience was needed. Cllr Edsall said that he didn't have the necessary experience but that he felt that a good Chair would take the right advice from the committee.

There was a discussion with regards to how the Council was currently operating and a need to work together. The Clerk said that she wanted to state that she felt the Cllr Lyon would be the better person for the job because he had the knowledge of listed buildings and there was plenty of time in the four-year term to nominate Cllr Edsall next year.

Cllr Williams asked if she could nominate herself and explained that she had 20 years of experience with listed buildings from working in a senior level at an estate agency before opening her business in Dartmouth. The Clerk confirmed that this was allowed.

Cllr Williams nominated herself for Chair.

There were three nominations, Cllr Lyon, Cllr Edsall and Cllr Williams.

Cllr Edsall withdrew his nomination.

The Clerk asked for a show of hands and five Cllrs voted in favour of Cllr Williams.

Proposed: Cllr Edsall

Seconded: Cllr Shepherd

Resolution: That Cllr Williams be elected Chair of the Corporate Property Committee for the ensuing year.

3. TO ELECT A VICE CHAIR FOR THE CORPORATE PROPERTY COMMITTEE

The Chairman asked for nominations for a Vice Chair

Proposed: Cllr Edsall

Seconded: Cllr Baillie

Resolution: That Cllr Lyon be elected Vice Chair of the Corporate Property Committee for the ensuing year.

Six Cllrs voted in favour

Cllr de Galleani asked if she could be voted on to the Corporate Property Committee, there was some discussion on the legality of this and the Clerk said that Cllr de Galleani would be co-opted on now and the decision would be ratified at the June Full Council meeting.

4. TO RECEIVE DECLARATIONS OF INTEREST

Cllr de Galleani declared an interest in the Market Square item

Cllr Lyon declared an interest in the Mayflower 400 item

5. MAYFLOWER 400

- To consider and resolve the position of signage on the Visitor Centre, the Old Market & Coronation Park as part of the Mayflower 400 trail.
As part of the trail three of the Council's assets had been identified for signage and this was to ask permission for the signs to be attached to the properties. A representative from the Mayflower 400 Committee said that the trail would be a permanent feature and would last for a long time, the one in Coronation Park would be an interpretation panel, the one in the Visitor Centre would be more like a map.

Proposed: Cllr Edsall

Seconded: Cllr Baillie

Recommendation: That the Corporate Property Committee allow these three signs to be placed on the three properties listed above.

A representative from the Mayflower 400 Committee asked if it would be in order for them to give an update at a future Full Council meeting.

6. CASTLE ESTATE

- To receive an update on the toilets - pay on entry system
The Properties Administrator gave an update and explained at the last Corporate Property meeting it was decided to put a pay on entry system at the Castle Estate toilets. The Council were still to approach the café and English Heritage to see if they would like to be included in this.
Cllr Edsall initiated a discussion about the pay on entry system and asked for this to go on hold until the Finance Committee and Full Council could evaluate the charge on all the Town Council toilets.

The Mayor disagreed and felt the pay on entry system should be kept in place, and that it may be a small amount but when you add it all up it did make a difference, that the cost of the maintenance and repairs to the toilets was enormous.

This item would be brought up at a future meeting.

7. IVY LANE

- To receive an update on the Ivy Lane refurbishment.

The Properties Administrator gave an update on the refurbishment of the main hall and offices (previously the music studio) and advised that the offices would be ready within four weeks. The tenant from the Guildhall would be moving in there, and the main hall would hopefully be ready within 8 weeks.

A representative of the Dart Trekkers, who rent a space at Ivy Lane asked about using the main hall once the refurbishment was completed and about the alternative location that they had been offered.

Cllr Williams (Chair) asked for this to be communicated with the office and then this could then be discussed with the Corporate Property or Finance committee.

8. CORONATION PARK

- To receive an update on the toilets (blockage and vandalism)

The Properties Administrator advised that SW Water are currently investigating a blockage in the pipes, which appear not to be on DTC land. The toilets have been badly vandalised and the Corporate Property Committee would need to discuss the way forward.

The Mayor suggested refurbishing them with more substantial toilets to minimize the vandalism. Cllr Lyon said that he thought you either close them or renovate and charge for them. Cllr Edsall asked the Properties Administrator to investigate the costs for more robust toilets.

A member of the public brought up an issue that the toilets at Manor Gardens owned by South Hams District Council toilets were closed but there was still signage for them. The office had already been notified of this and passed this complaint on to South Hams District Council.

A member of the public spoke about Frome Town Council who have a Community toilet scheme in place.

Cllr Shepherd asked if the toilet cleaning costings could be investigated and brought back in house.

9. CCTV

- To receive an update on CCTV

The Properties Administrator updated that this is currently on hold until the Police and Crime Commissioner and Devon County Council agree on the electricity usage on the lampposts.

The Council were still waiting for planning permission to agree the placement of the receiver / transmitter on the Butterwalk.

Cllr Bodinnar asked about the map showing the CCTV placement and it was agreed to circulate the map.

Cllr Shepherd asked why no cameras were allocated at Townstal. The Properties Administrator reported that the police had advised that there weren't any identified hotspots in Townstal. A different CCTV system would need to be installed in Townstal.

A member of the public advised that there was a new police presence in town, P.C. Billy Morris was now stationed in Dartmouth.

There followed a discussion about the police presence in Dartmouth from Cllrs and members of the public and the Chair asked the Properties Administrator if she could contact the police as to more Police presence until such time CCTV is in place.

10. GUILDHALL

- To receive an update on the tenant in the upstairs office
The Properties Administrator advised that the tenant would be moving into the offices in Ivy Lane within the next 4 weeks.

11. MARKET

- To receive an update on the break-in at the end of March
The Properties Administrator gave an update on the following.
 - The glass doors have now been created and fitted.
 - Security cameras are now being fitted.
 - Security lights are now been fitted.

The Mayor mentioned that signs outside the market would be a good deterrent, and the Properties Administrator said that this was in hand.

The Properties Administrator also spoke about the idea of offering WIFI in the market so that each unit holder could purchase their own camera which connects to their phone and allows them to monitor their unit.

The Properties Administrator said that a rack was being made to store the market frames and move them away from the back of the wall.

The Properties Administrator asked if Cllrs would like to join the Market Working Group and the Ivy Lane Working Group

- To receive an update to the Market carpark
Cllr Lyon mentioned guards for trees because they are being damaged by cars, The Property Administrator agreed to obtain costings for a future meeting. The Mayor said that the trees needed work and the Properties Administrator said she would investigate this.

There was a discussion about adding a permanent item on Full Council and Committee agendas called **ITEMS FOR FUTURE AGENDAS**

The Chair said that she would like to add a couple of items to the next agenda.

- Smoking in the market – there was a discussion about smoking in the market to see if the decision should be looked at again as the café owner had said that their business was suffering due to the ban.
This would be moved onto the next agenda.
- There was a discussion about a car boot taking place on Coronation Park and this would be moved to the Parks and Open Spaces committee.
- There was a discussion about members of the public receiving parking tickets on market days in the Market car park.

Mtg finished at 7.22