

DARTMOUTH TOWN COUNCIL
MINUTES OF THE MEETING OF DARTMOUTH TOWN COUNCIL HELD IN THE COUNCIL
CHAMBER OF DARTMOUTH GUILDHALL ON MONDAY 3rd JUNE 2019

PRESENT: Cllr: G Webb (Mayor); S Hibbert (Deputy Mayor)
Cllrs: M Baillie; N Bodinnar; C Campos; D Case; T de Galleani; A Edsall; G Evans; R Lyon; R Rendle; D Shepherd; 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; District Cllr: H Bastone; Dartmouth Chronicle: Emily Baker; Dartmouth Visitor Centre: K Perrow; Dartmouth Museum: Brian Parker & 30 members of the public.

PART I - Open to the Public

18. MAYOR'S ANNOUNCEMENTS

The Mayor announced the standard emergency evacuation procedures. He requested that mobile phones and other devices be set on silent or turned off. Anyone intending to record any part of the meeting was asked to declare this.

Prayers were read out by Father Will Hazlewood

19. The Chairman announced that item 16 **TO DISCUSS AND APPROVE THE HEALTH AND WELLBEING WORKING GROUP TERMS OF REFERENCE AND MEMBERSHIP** would be moved up to below item 5 on the agenda.

20. APOLOGIES FOR ABSENCE

Apologies were received from Cllr M Webber

21. DECLARATIONS OF INTEREST

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

There were none

22. QUESTIONS TO THE MAYOR BY MEMBERS OF THE PUBLIC

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

A member of the public asked how Cllrs intended to mark the 75th anniversary of D Day and wanted to highlight the special significance for the town.

The mayor replied that there was information on the website but also confirmed that he would be wearing the chains of office and not the full regalia he also said that he did recognise the significance of it and appreciated his comments.

This question was submitted and is Appendix A

A member of the public asked about the market square parking on a Tues & Fri when the market is in operation. He asked about the timings of the parking warden and if this could be altered to a later time.

Cllr Edsall said that the timings of the parking warden probably coincided with when the traders and market staff needed access to the market carpark.

The Mayor said that the office would investigate this.

A member of the public congratulated the Town Council on the keeping the Royal Avenue Gardens so immaculate but wanted to speak about two issues,

- 1) Can anything be done about the buskers in the Royal Avenue Gardens, the amplification is too loud and can be heard in Kingswear and the top of town.
- 2) Can anything be done about the wording on the memorial which was put up by the American Battle Monument Commission in Royal Avenue Gardens because the wording is incorrect.

The Mayor said that this needed further discussion at a later discussion.

Cllr Case spoke about the wording being historically inaccurate but as it was a gift, we would have to go back to the American Battle Monument Commission to ask for them to change.

The Chairman of the Dartmouth Area Healthcare Action Group wanted to take the opportunity to say that he was planning to call a public meeting in four weeks. He plans to invite Liz Davenport the CEO for the Foundation Trust, Simon Tapley the Deputy Executive Director of Devon CCG, Judy Pearce the new leader SHDC. This would enable everyone to review the project progress including the loss of the overflow car park and allow people to express their views of this project.

A member of the public asked if the new Council still supported a nonsmoking ban in the market square.

The Deputy Mayor asked for clarification on whether it was the Buttermarket or the whole of the market square and the member of the public said the whole area of the market square.

Cllr Edsall and Cllr Williams said that this was going to be discussed at the next Corporate Property meeting.

A member of the public questioned the grant of £ £2,831.76, that was given to Community Chest at the last Finance Committee meeting having already been awarded a grant in March for £439.31.

He asked if Community Chest was a registered charity and Cllr Shepherd confirmed that it was.

The Mayor declared an interest in this item due to being the Chairman of Community Chest.

The member of the public asked for clarification on what both grants were used for and Cllr Shepherd clarified that one was used for van insurance and the other was for rent for a storage unit.

The same member of the public asked if Community Chest would be submitting full audited accounts to this council and the Mayor said that full audited accounts had been supplied to the Council.

The same member of the public asked if everyone was a volunteer and Cllr Shepherd confirmed that they were.

A member of the public wanted to make the Council aware that under the existing standing orders this item is not to be debated and instead a member of the public can ask the Mayor a question and should then sit down.

A member of the public asked about the Neighborhood Plan and Cllr Case said she wanted to push this forward and that she proposed this goes to the July meeting for agreement.

Cllr de Galleani said that the Neighborhood Plan should be a community led group with Cllrs sitting on it as representatives.

23. TO RECEIVE THE REPORTS FROM

- **Devon & Cornwall Police**

There was no Police in attendance due to Sgt Iain Simons having retired, and the new Sgt David Crofts still to take up his post

- **County Councillor**

Cllr Johnathan Hawkins was unable to attend but sent a written report that was circulated to all Cllrs.

- Following the South Hams District Full Council Meeting last month, I have been made the Executive Member for Health and well-being This covers Environmental Health, Food Hygiene, Leisure, Disabled Grants and Grants for improving homes
- With Jonathan Oliverio of Youth Genesis, a Youth Forum Meeting will take place on 17th July in the Clifton Room Please pass this date on to all stakeholders or residents you know who would be interested in this The thought is to reestablish a Group with All Stakeholders and representatives of students and Youth to work together to improve their facilities in the town and surrounding areas
- Can I also suggest that in September a meeting is arranged to look into the Traffic Orders for the Town for 2020?
- The 2019 TRO is coming to a HATOC meeting in July, the Town Council have already been consulted on this year's order

- **District Councillor/s**

Cllr Hilary Bastone gave a verbal report:

- At the SHDC annual meeting the new Chairman and Leader was elected
- The Leader of the Green party said no tree on SHDC land would be felled without at least 3 days prior notice, which was approved.
- He was calling for greater control for building inspectors for new houses
- He will be attending the D-Day commemorations

- He spoke about Climate Change and challenging the Government and Councils to do something about climate change.
- Ongoing report about customer satisfaction for those using the District Council.
- He spoke about second homes avoiding paying council tax by registering them as businesses and then claiming small business rate relief.
- He spoke about how second homes make up 8.6% of the homes in South Hams, Norfolk has 9.9%, Kensington and Chelsea has 10% and the City of London has 27%.
- He asked if the Queens plaque had been delivered to DTC and the Clerk confirmed it hadn't, he said it was to go with a tree that was planted for the queen in the 60's, although it had subsequently died but he hoped that DTC would replace the tree.

Questions

Cllr de Galleani asked for a breakdown for second homes in Dartmouth and Cllr Bastone said he would try to get this.

Cllr Williams asked for a percentage of who are claiming small business rate relief, and Cllr Bastone said he would try

A member of the public said that when the last census was carried out it would list the empty houses including second homes and holiday lets, also if you register as a business it should be let for at least 140 days a year.

Cllr Case replied that she wanted to clarify that second homes that are true second homes who do pay full council tax, and second homes that are purchased for occasional use for the owner, who may rent it out as well.

24. TO DISCUSS AND APPROVE THE HEALTH AND WELLBEING WORKING GROUP TERMS OF REFERENCE AND MEMBERSHIP

(This item was moved up the agenda to be discussed earlier on in the meeting)

Cllr Yardy presented his findings for the creation of a health and wellbeing centre, his presentation is Appendix B.

There followed a discussion between Councillors about an alternative location for the health and wellbeing centre and how placing it on the park and ride overflow site would be detrimental to the businesses and festivals in Dartmouth.

Edsall said he felt this was the most important issue and asked for Council to vote on this and read out a statement.

Proposed: Cllr Evans

Seconded: Cllr Williams

Resolved: To create a Health and Wellbeing Working Group.

14 Cllrs approved

One Cllr abstained

25. TO APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON THE 13th MAY 2019

Members reviewed the minutes of the previous Town Council meeting. Cllr Case pointed out that she was listed in item 16 as proposing plans for a Council surgery, when this was actually Cllr Evans.

Proposed: Cllr Case

Seconded: Cllr Wells

Resolved: That the Report and Recommendations of the meeting of the Town Council held on 13th May 2019 (once altered as above), be confirmed and signed as a true record.

26. TO NOTE CORRESPONDENCE AS MAY BE SUBMITTED TO THE TOWN MAYOR

There was none

27. TO APPROVE OR NOTE THE MINUTES AND RECOMMENDATIONS OF THE FOLLOWING COMMITTEES:

- Planning Committee meeting on Wednesday 22nd May 2019
Cllr Evans reviewed the minutes.
Cllr Rendle said that the minutes should simply be noted
- Corporate Property Committee meeting on Thursday 23rd May 2019
Cllr Williams reviewed the minutes.
Proposed: Cllr Campos
Seconded: Cllr Edsall
Resolved: That the Report and Recommendations of the above meeting be approved.
All Cllrs attending the meeting were in favour.
- Finance Committee meeting on Thursday 30th May 2019 – to follow
Cllr Evans reviewed the minutes.
Proposed: Cllr Rendle
Seconded: Cllr Case
Resolved: That the Report and Recommendations of the above meeting be approved.
All Cllrs attending the meeting were in favour.

28. TO DISCUSS AND APPROVE THE APPOINTMENTS OF REPRESENTATIVES ON PUBLIC BODIES AND ASSOCIATIONS

The list of representatives on public bodies and associations was circulated to all Cllrs and the following Cllrs were nominated onto the following public bodies and associations.

REPRESENTATIVES ON PUBLIC BODIES AND ASSOCIATIONS 2019-2020

The following representatives were appointed to the following public bodies and associations.

| PUBLIC BODIES AND ASSOCIATIONS | REPRESENTATIVES (2019-20) |
|---------------------------------------|----------------------------------|
|---------------------------------------|----------------------------------|

| | |
|---|--|
| Dartmouth Business Club | CLlr Adam Edsall |
| Dartmouth & District Area Public Transport Group | District CLlr Jonathan Hawkins David Gent CLlr Ged Yard |
| Dartmouth and Kingswear Society | No representative required |
| Dartmouth Together steering group | CLlr Ged Yardy CLlr Mandy Webber |
| Dartmouth Fatstock Show | The Mayor |
| Dartmouth Green Partnerships | CLlr Tessa de Galleani CLlr Rob Lyon |
| Dart Harbour & Navigation Authority Non-Beneficiary Stakeholder Group | CLlr David Wells CLlr Rob Lyon |
| Dartmouth Mayflower 400 | CLlr Rob Lyon CLlr Diana Case CLlr Sally Hibbert |
| Dartmouth Medical Practice & Patient Participation Group | CLlr Ged Yardy David Gent |
| Dartmouth Museum | CLlr Graham Evans CLlr Diana Case |
| Dartmouth Outdoor Swimming Pool Management Committee | CLlr Nathan Bodinnar |
| Devon Association of Local Councils (Larger Council Committee) | The Mayor Town Clerk |
| Flavel Management Advisory Committee: | The Mayor |
| Health & Wellbeing Stakeholder Group | CLlr David Wells CLlr Ged Yardy CLlr Rob Lyon |
| Health & Wellbeing Centre Working Group | CLlr David Wells CLlr Ged Yardy CLlr Rob Lyon CLlr Mandy Webber |
| Friends of the Orchard | CLlr Nathan Bodinnar |
| Office of the Police and Crime Commissioner | CLlr Sally Hibbert |

| | |
|---|--|
| St Petrox Trust Trustees (4 spaces) | Iris Pritchard David Gent Robin Springett Cllr Cathy Campos |
| Townstal Community Hall Association | Cllr Dawn Shepherd |
| Tree Warden | Mrs Penny Woollams |
| Youth Working Group | Cllr Sally Hibbert Cllr Nathan Bodinnar |
| Market Working Group | Cllr Dawn Shepherd Cllr Adam Edsall Cllr Lucy Williams |
| Ivy Lane Refurbishment Working Group | Cllr Tessa de Galleani Cllr Sally Hibbert |
| Standing Orders and Financial Regulations Working Group | Cllr Maggie Baillie Cllr Diana Case Cllr Nathan Bodinnar Cllr Graham Evans Cllr Richard Rendle The Town Clerk |
| Christmas Lights Working Group | Cllr Rob Lyon |

29. TO RECEIVE THE REPORT OF FINANCIAL MATTERS FOR APRIL 2019

The Clerk and Finance Officer had circulated copies of the financial report to all Cllrs prior to this meeting.

Proposed: Cllr Evans

Seconded: Cllr de Galleani

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

All Cllrs attending the meeting were in favour

30. TO APPROVE THE ANNUAL GOVERNANCE ACCOUNTABILITY RETURN (AGAR)

a) Annual Governance Statement

b) Accounting Statement

Proposed: Cllr Lyon

Seconded: Cllr Baillie

Resolved: To approve the annual governance accountability return (AGAR) associations

31. TO APPROVE CHANGES IN THE CORPORATE PROPERTY COMMITTEE MEMBERSHIP

CLlr de Galleani has been co-opted onto the Corporate Property Committee

DARTMOUTH TOWN COUNCIL

COMMITTEE MEMBERSHIP

2019/2020

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

The Mayor and Deputy Mayor are ex-officio members of all Committees excepting Personnel.

Proposed: Cllr Case

Seconded: Cllr Baillie

Resolution: To agree the committee membership

13 Cllrs approved

Two Cllr abstained

32. TO DISCUSS AND APPROVE A WORKING PARTY TO AMEND THE STANDING ORDERS AND FINANCIAL REGULATIONS, WITH A VIEW TO ADOPT AT THE JULY MEETING.

There was a discussion and the following Councillors were voted onto the Working Group: Cllr Maggie Baillie, Cllr Diana Case, Cllr Nathan Bodinnar, Cllr Graham Evans & the Town Clerk

It was agreed that if this cannot go to the Full Council meeting in July that it would instead go to the General Purposes Committee in July.

Proposed: Cllr Case

Seconded: Cllr Baillie

Resolution: The terms of reference and membership of the Standing Orders and Financial Regulations working group be approved.

33. TO DISCUSS AND APPROVE THE CREATION OF COUNCILLOR LED SURGERIES, AND AGREE THE TERMS OF REFERENCE

Cllr Evans said that he'd been approached by people in town saying that they wanted the ability to talk to Cllrs and he suggested offering surgeries for members of the public to interact with the Cllrs.

He said that he would let all the Cllrs know at least one week in advance of a surgery date and that he would be happy for any Cllrs to join him in the surgery.

He said that some would be in the daytime, some in the evening and some will be with specific groups who have requested that they go and talk to them.

Proposed: Cllr Evans

Seconded: Cllr Campos

Resolution: To agree the creation of Cllr led surgeries.

13 Cllrs approved

Two Cllr abstained

34. TO DISCUSS AND AGREE THE WAY FORWARD FOR THE PROPOSAL OF A CARAVAN PARK FOR DARTMOUTH

Cllr Evans & Cllr Lyon spoke about an issuing that came up from the recent Planning Committee meeting.

The loss of the Little Cotton Caravan Park has been detrimental to Dartmouth, it has meant 50,000 less shopping days in Dartmouth and there have been reports from taxi drivers who have had a major loss to their income.

Cllr Lyon said he had discussed it with SHDC on number of occasions, and would like to take these ideas forward

Cllr Edsall supported this idea on the basis that he has a business in town and thinks it's a great initiative.

Proposer: Evans

Seconder: Williams

Resolved: That Cllr Lyon and Cllr Evans move forward with this proposal to work towards the reinstatement of a caravan park in Dartmouth.

35. TO DISCUSS AND APPROVE THE PROPOSAL FROM THE DARTMOUTH TRUST / UNITED CHARITIES TO REDUCE THE NUMBERS OF TRUSTEES

Cllr Rendle said he felt this was long overdue, but he wanted to add a proviso to the Dartmouth Trust in that when one is appointed from this Council he hopes people will vote for the benefit of this town and that rents should be kept to a minimum.

Proposed: Cllr Rendle

Seconded: Cllr Lyon

All Cllrs present were in favour

36. TO ANSWER QUESTIONS FROM MEMBERS ASKED IN ACCORDANCE WITH STANDING ORDER NO 29

Cllr de Galleani asked for the Mayor to write two thank you letters, one to the Old Dartmothians for the work they have carried out with cleaning the fountain and the other to Dartmouth Green Partnership who have worked tirelessly creating a floral passage way up to the Guildhall in time for the D-Day commemorations.

Cllr Rendle firstly declared a nonpecuniary interest as secretary of the Old Dartmothians but went on to explain that the Old Dartmothians had written to the Council before the election to offer to restore the archway at the front of Royal Avenue Gardens free of charge. He said the cost for doing this would be around £9,000 which the Old Dartmothians would meet but they would want to retain its original colours that which would also match the colours of the fountain.

He realised that this would have to go to the Parks and Open Spaces Committee to be officially agreed but asked if the council would approve it in principle so that they could start the work now.

The Mayor asked for a show of hands in principle and all Cllrs were in favour of the archway being renovated ahead of bringing it to the Parks and Open Spaces committee.

Cllr Case said that following on from hearing how expensive the toilet utilities were, had grey water harvesting and solar panels been thought of? And these could possibly be added to the Corporate Property Committee.

Cllr Lyon said that solar panels had been thought of but there was a problem with seagulls in this area.

She also wanted to put to the council the idea that she conducts a self-assessment for the local council award scheme and that she would present her findings back to Full Council or General Purposes Committee.

Cllr de Galleani thought that this was a good idea but maybe wait a little while until the Council has been in place for at least 6 months.

Cllr Rendle said that this was an excellent idea and this Council used to be a quality Council, but it lost this status a long time ago, and agreed that waiting a little while would be beneficial.

37. ITEMS FOR FUTURE AGENDAS

Cllr Williams brought up the idea of Council recording their meetings and publishing them, themselves.

Cllr Case brought up the idea of an emergency plan for Dartmouth.

Cllr Case also said that she had been at the Kingswear Parish Council meeting in May and heard both Nick Hindmarsh talking Dartmouth Together and Peter Bradshaw talking about the Premiere Marina - Noss Development and has corresponded with them and the Clerk to arrange for them to come and present to DTC at the July or September meeting.

38. TO RECEIVE A PRESENTATION BY CLLR CAMPOS OF A COMMUNICATIONS STRATEGY

Cllr Campos gave a presentation (Appendix C)

It was noted that this should be moved to the General Purposes Committee

A discussion followed with regards that Cllrs have no power individually and that all 16 Cllrs must work together, and better communication needs to be on behalf of all Cllrs as one Councils voice.

Cllr de Galleani said following on from the Communications Strategy it would be helpful if all Cllrs could submit photographs and full contact details to the staff so that they can put them on the Council website.

Meeting closed at 21.03

PART 2 – Confidential

No items

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.

APPENDIX A

QUESTION TO THE MAYOR from a member of the public

Full Council meeting 3rd June 2019

Thank you Mr Mayor.

I would like to ask how you and our Councillors intend to mark the 75th anniversary of D-day this week. Does the Council realise that D-day has special significance to the people of this town, who will expect to see their Mayor in full robes and regalia for the occasion?

Do you know, Mr Mayor, that during the local government reorganisation of the early 1970s ancient boroughs including ours fought for the right to retain their Mayor and regalia? That successful campaign was not just to keep tradition alive for the sake of it - nor simply to satisfy those with a taste for pantomime self-aggrandisement - but to represent the town effectively in any gathering where other organisations choose to make their representatives prominent and not least, as our economy evolves, to fulfil a vital and growing promotional role for the tourist industry.

Does the Council understand the practical benefits as well as powerful symbolic significance of standing out at public events or private welcoming ceremonies? Any reluctance to take this responsibility seriously will only alienate many of the very people who I am sure all Councillors sincerely wish to represent.