

DARTMOUTH TOWN COUNCIL
MINUTES OF THE CORPORATE PROPERTY COMMITTEE MEETING HELD IN THE COUNCIL
CHAMBER OF DARTMOUTH GUILDHALL ON WEDNESDAY 16TH OCTOBER 2019

PRESENT: Cllrs: M Baillie; N Bodinnar; T de Galleani; A Edsall; R. Lyon (Vice-Chair)
G Webb (Mayor) L Williams (Chair) Cllr D Shepherd; S. Hibbert (Deputy Mayor)

IN ATTENDANCE: Administrator: Ruth Searle; Finance Officer: Alison McGrigor;
Dartmouth Chronicle: Emily Baker; one member of the public

PART 1 - Open to the Public

45. TO RECEIVE APOLOGIES FOR ABSENCE

None

46. TO RECEIVE DECLARATIONS OF INTEREST

Cllr de Galleani declared an pecuniary interest in item 4 (the Market)

Cllr de Galleani has a dispensation to discuss smoking in the Market – item 4 point 1. The Administrator read out the dispensation and the Standing Orders that backed the approval of the dispensation. Cllr Shepherd wanted it noted her objection to this & has contacted DALC on this.

47. TOILETS

- **To discuss the way forward for Manor Gardens Toilets**

Cllr Lyon asked had we had any further information on Manor Garden Toilets. The Administrator said we are still waiting to hear back from Cllr May, but the Clerk had received an email that morning (16th October) which had been circulated to all cllrs. Cllr Lyon stated that the previous Council from previous correspondence had been told by SHDC the toilets would not be reopened by them, as due to the costs for renovation of the toilets it was too high to keep open. However, part of an agreement between DTC & SHDC about litter removal, our groundsmen tended the gardens. SHDC are keeping the gardens as they believe there is money to be made in the future by the sale of the gardens. Ask SHDC for a lease for the toilets & the gardens at considerable cost to DTC, (as previous council had carried out a dilapidation survey for the toilets and it showed a considerable cost to renovate the toilets). However, that lease would then enable SHDC over the course of time, to hive off part/s of the gardens to sell. Cllr Edsall stated that SHDC had an easement with one of the owners for right of access across the gardens for the sum of 30,000.00, presuming it is via a perpetuity, as a single one-off payment. Cllr Edsall understands that this easement doesn't get paid until the building (the lift) has been built. Cllr Williams asked for the Clerk to write to our solicitor to request when the easement would come into force, is it before or after planning is put in force, how long is it for? This is urgent to find out. Also, to follow up SHDC reply from Cllr May.

Proposed: Cllr Edsall

Seconded: Cllr Williams

Resolution: To recommend to Full Council that the office write to our solicitor to request when the easement would come into force, is it before or after planning is put in force, how long is it for?

All committee members in attendance were in favour

48. MARKET

- **To discuss smoking in the Market**

Cllr de Galleani stated that the survey that had been carried out was flawed, not advertised enough to be a true reflection of the public's true opinion. It was retrospective step to go back to smoking in light of the NHS guidelines on dangers of smoking. At Follaton House the whole of the grounds is non-smoking. The market is classed as a building, so as such by law it is a non-smoking area. Cllr Lyon said that a report from the USA showed smoking is far more serious than previously thought. It is a known drain on NHS resources, we have already lost our hospital due to financial constraints, so why reverse the decision made? Cllr Edsall stated as per the last meeting his views haven't changed, noted that whilst previous council had taken the decision on health grounds, it hadn't taken into consideration its responsibility to the traders and unit holders, & how it affected them. The majority of our tenants want smoking allowed, so our responsibility as landlords rests with that smoking should be allowed. Cllr Bodinnar as landlords we should ban smoking, as it is a public health issue. Cllr Williams asked Cllr de Galleani what fine the council had put in place for those caught smoking? And how was it to be policed? Are the tenants aware they have to police it, also of the fines? Cllr de Galleani stated letters had been sent to the tenants that it was no smoking. If the ash trays were removed from the tables, this would discourage straight away. Cllr Williams said she had spoken to one of the café owners, who stated they weren't aware of this, so asked did Cllr de Galleani have ideas on how it would be policed & implemented any fines? Cllr Shepherd all our tenants took on their units/shops when it was smoking, now due to the ban it has affected their trade. Last year her charity won an award about loneliness, it is the big killer, as by not allowing smoking, those adults who are vulnerable & lonely can't meet up and have a chat, cup of tea etc because they can't smoke. Cllr Baillie stated this takes away her choice too, as she is then a passive smoker. Cllr Williams disagrees with discussions, it does affect traders business & the box had been tampered, so not a fair vote, suggested an online poll for a week. Cllr Baillie stated she would also go around to do a poll as not everyone is online, Cllr Williams said wouldn't be fair as she is a non-smoker. Cllr Shepherd stated we have a duty of care to all. Cllr Shepherd asked if we keep ban, are we going to provide a shelter for them to shelter under when smoking outside the market building. Cllr Williams said that after the polls carried out, it shows smoking ban should be overturned, again Cllr Baillie & Lyon respectively disagreed as the box had been tampered with, so the poll should be declared null and void.

Cllr Williams stated that after all discussions that all tenants be informed of the fines.

Cllr Williams proposed to vote that it should be:

- a) to be kept in place. Yes: 4
 - b) against keeping ban in place: No: 3
- Abstain: 2

Resolution: To take back to Full Council to ratify the vote.

[Amended: This decision was overturned at the Full Council meeting on 04/11/2019, and the smoking ban was removed from Dartmouth Market]

Cllr de Galleani & a member of the public left the room

- **To discuss traders parking permits**

This has been put to the market working group

- **To discuss reinstating rubbish bin in the market**

Cllr Williams said that traders had asked for a rubbish bin to be put in the market. A quote had been received, unfortunately it was for a commercial wheelie bin. Cllr Williams confirmed it was for the traders and public, and it was to be a normal waste bin. Cllr Williams suggested a simple solution, to put it in market supervisor job description to empty every day. Cllr Shepherd suggested putting this to the working group to look at.

Action: This is to go to the working group to be discussed.

- **To discuss Market Signage**

Cllr Williams had again spoken to Richard Gage, Specialist (Heritage – Development Management) for SHDC about updating the signage by the side doors on Market Street, also about moving / replacing signage in Royal Avenue Gardens and the Boat Float, and the possibly of a flag outside the market.

Action: The Chair to follow up with Richard Gage and the Market working group

- **To update on the Market working Group**

Cllr Williams stated a date has been set up and that leaflets will be done to distribute to all traders via Market Supervisor

Cllr T. de Galleani re-entered the meeting

- **To discuss proposed charging at Castle Estate Toilets**

49. BUTTERWALK

- **To update on the gas works to be done in the Sloping Deck**

The Finance officer said 2 quotes had been received and no other company had been able to provide what was needed. Also, a new gas meter would need to be installed to meet with gas safety requirements, also explained that once work was done a gas safety certificate was needed for the catering equipment. There is only one local company that could do this.

Cllr Williams asked about the gas meter, the Finance Officer has requested Wales & West to supply a new meter and install it.

Cllr Williams proposed to accept quote one

Proposed: Cllr Williams

Seconded: Cllr de Galleani

Resolution: To recommend to Full Council to go with quote one and get the work done as soon as possible

All committee members in attendance were in favour

50. CASTLE ESTATE

- **To discuss re-introducing parking charges at the car park at Castle Estate**

No update as will be taken on by new Properties Manager Cllr Williams asked all to look at the figures from SHDC, shows a decline of income. Cllr de Galleani stated the cost to install was too high against the revenue it would generate. Cllr Webb agreed, and the Council do not install a meter to charge for parking, as there are 100 odd free spaces which will be used before anyone would park to pay. Cllr Shepherd & Edsall said that as the meter hadn't been working properly, was it a true reflection. Cllr Williams said the Clerk was going to write to SHDC, to ask them to join together to collect from the machines. Cllr Webb disagreed with Cllr Edsall about the amount of revenue it would generate. Cllr Shepherd stated we have enough staff to be able to keep in house, the collection of the fees. Cllr Bodinnar stated that the flaw with this is we must have properly trained staff to issue parking tickets, so it would keep a member of staff there to police it. Cllr Webb proposed that the Council change the allocated parking from 1 disabled and 10 ordinary spaces, change them all to disabled, and one drop off bay. This would mean repainting and may mean a drop to maybe 7 disabled spaces in total.

Proposed: Cllr Webb

Seconded: Cllr de Galleani

All in favour

Resolution: To recommend to Full Council to change the parking at the Castle to all disabled bays and 1 loading bay

[Amended: The decision was not upheld at the Full Council meeting on 04/11/2019 and should be discussed further at a later date.]

51. IVY LANE

- **To update on the Ivy Lane refurbishment**

The Administrator stated that the properties administrator is on holiday, the floor is to be done during the Christmas holiday. There is already one booking for a children's party in November. Further updates will be at the next Corporate Property meeting.

- **To discuss marketing ideas for Ivy Lane as a venue**

Cllr Williams asked if anyone had thoughts on how to do this. Cllr de Galleani suggested this should be done with the new Corporate Property Manager. Cllr Baillie suggested this should be discussed at the Ivy lane working group, or set up a working group for promotion of all the council properties i.e. The Guildhall. All agreed

Action: to put this to the working group

52. CCTV

- **To update on the installation of CCTV in the town**

The administrator said no further information has been received. Cllr Shepherd asked any further updates on CCTV for Townstal? Cllr Williams stated she had been in contact with Luke Reed, there is possible funding of up to £5,000 for a one-off CCTV camera, possible site by the speed camera. Cllr Shepherd disagreed, it needs to be by the skate park or Leisure Centre & Cllr Webb agreed. Luke Reed suggested writing an email to the local Police about our concerns. Cllr Shepherd said there may be grants we could apply for. Cllr Williams suggested Cllr Shepherd to look out for them. Cllr Baillie thought 3 cameras from the original CCTV were to be placed in Townstal, Cllr de Galleani said that they can't be placed anywhere in Townstal as DTC don't own any buildings in Townstal. Cllr Edsall suggested this item for CCTV in Townstal is put to the

Ggeneral Purposes committee, with all information from Luke Reed & any funding that we can obtain. Cllr Williams asked for a letter to be written to the Leisure Centre asking if CCTV could be put on their building.

Action: The office to write a letter to the Leisure Centre asking if CCTV can be placed on the building, also to inform them of what is happening at the back & side of their building (needles etc).

Then move this item to the General Purposes committee.

All committee members in attendance were in favour

53. CEMETERY

- **To discuss the purchase of the chapel at the cemetery**

Cllr Lyon suggests we bide our time as it can only be used as a chapel of rest, so wait until we decide what & if it would be of use to DTC. Then we can put a lower & more sensible offer than the suggested £30K. Cllr Edsall agrees it is practically worthless with the covenant on it. Whilst waiting, we get quotes to renovate it as an office space and ask agents what we could expect as rental & the likelihood of being able to rent as an office. So then work out a percentage return & repayment of loan we have a figure to go back to the Coop with. This would give us the cost of repayment of the loan & the profit of this for DTC. Cllr Williams agreed with both Cllr Lyon & Edsall, Cllr Williams believed it is only worth about £10K. Cllr Shepherd asked if anyone could go to the auction? The answer was yes. Cllr Williams said could probably get approximately £500 per month in rental as an office.

Cllr Edsall proposed that a letter is written to the Coop saying we are doing viability study before making an offer. Costs for renovation to be of office standard for a tenant, then quotes from agents for possible rental income and likelihood of it being rented. Cllr de Galleani asked for amendment: do we need to tell the Coop? Cllr Edsall said a letter we are still interested so stop it going to auction

Amendment:

Proposed: Cllr de Galleani

Seconded: Cllr Webb

Voted: all in favour

Proposal with amendment

Proposed: Cllr Edsall

Seconded: Cllr Williams

Voted: all in favour

Resolution: To recommend to Full Council to carry out a viability study on the building. The new Properties Manager will action this. Letter to go to Coop we are still interested.

54. OTHER ISSUES

- **Communal Composting**

The Chair said it is to do with the Ashprington composting scheme, she had written to the Clerk at Ashprington for how it is run, not heard back, so presumed the Clerk is on holiday.

Action: Put this to next meeting

- **Dog poo Bins**

Administrator said no further information had been received from SHDC, would ask the receptionist to escalate this again with SHDC.

Action: To chase SHDC on answers, take to next meeting

- **Blocked Drains**

The Chair stated she had reported the blocked drains via the DTC website, on the "Report it page" - <http://www.dartmouthtowncouncil.gov.uk/report-it>

Action: No further action

55. TO ACCEPT ITEMS FOR FUTURE AGENDAS

- There were no items put forward

56. EXCLUSION OF PRESS AND PUBLIC

Proposed: Cllr Lyon

Seconded: Cllr Baillie

Voted: all in favour

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.

Cllr de Galleani left the room

PART 2 – Confidential

57. THE OLD MARKET

- Application for available market unit

There had been one offer for the unit. Cllr Lyon asked what had the offer been for rent. Finance Officer confirmed it was £250 per month. Cllr Edsall asked do all tenants pay this amount. The Administrator explained that it isn't

always the highest offer accepted, as it has to be competitive, do not need 2 of the same stores. Cllr Shepherd asked if they would be able to have items outside. Cllr Williams asked is this now in the lease? Can we check it is? If not it needs to be in there.

Proposed: Cllr Bodinnar

Seconded: Cllr Lyon

Resolution: To recommend to Full Council that the unit is awarded to the single applicant and to amend the lease to state that items should not be more than half a meter outside the door.

Voted: all in favour

The meeting closed at 19.35