

DARTMOUTH TOWN COUNCIL
MINUTES OF THE MEETING OF DARTMOUTH TOWN COUNCIL HELD IN THE COUNCIL
CHAMBER OF DARTMOUTH GUILDHALL ON
TUESDAY 8TH MAY 2018

PRESENT: Cllrs: R Cooke (Mayor); Cllrs: G Coles; T de Galleani; D Gent; B Harriss; F Hawke; R Lyon; F Pritchard-Tagg; S Smith.

IN ATTENDANCE: The Mayor's Chaplain: Father Will Hazelwood; Town Sergeant: R Lambden; Town Clerk: C Pritchard-Williams; Administrator: Ruth Searle; Finance Officer: Ali McGrigor; Dartmouth Chronicle: Charley Adams; Mayoress: Dr Fiona Ward; Mayoress Elect: Di Lyon; Deputy Consort Elect: Daniel Pritchard-Tagg and 80 invited guests.

1. APOLOGIES FOR ABSENCE

Cllrs: Allen; Baillie; Fyson (Deputy Mayor); Kelland; Pritchard; Springett; Thomson.

2. TO ELECT A TOWN MAYOR (CHAIRMAN) FOR THE ENSUING YEAR 2018-2019.

The Mayor gave an introductory address of the history of Dartmouth and then asked for nominations for election to the office of Town Mayor and Chairman to the Council.

Proposal: It was proposed by Cllr D Gent that Cllr Robert Michael Lyon be elected Town Mayor (Chairman) of the Council for the ensuing year and until acceptance of office by his successor.

Proposed: Cllr D Gent

Seconded: Cllr T de Galleani

The vote was then adjourned to the 9th May due to the meeting being inquorate.

Vote of thanks to Councillor RWI Cooke and Dr F Ward

Proposal: It was proposed by Cllr G Coles that sincere thanks of this Council be given to Councillor Richard Cooke for the efficient and impartial manner in which he has discharged the responsibilities of Town Mayor during the past year.

That we extend to Dr Fiona Ward 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.

Proposed: Cllr G Coles

Seconded: Cllr D Gent

Cllr R Cooke then replied.

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

The Council proceeded with the election of Deputy Town Mayor (Vice-Chairman) for the ensuing year.

Proposal: It was proposed by Cllr de Galleani that Cllr Fred Pritchard-Tagg be elected Deputy Town Mayor (Vice-Chairman) for the ensuing year and until acceptance of office by his successor.

Proposed: Cllr T de Galleani

Seconded: Cllr G Coles

The vote was then adjourned to the 9th May due to the meeting being inquorate.

4. APPOINTMENT OF CHAPLAIN TO THE TOWN COUNCIL FOR THE ENSUING YEAR.

The Mayor reported that The Reverend Will Hazelwood had accepted the appointment of Chaplain to the Council.

ADJOURNMENT TO WEDNESDAY 9TH MAY 2017

Proposal: It was proposed by Cllr F Hawke that this meeting stood adjourned to 7pm on Wednesday 9th May 2018.

Proposed: Cllr F Hawke

Seconded: Cllr R Cooke

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PRESENT: Cllrs: R Cooke (Mayor); Cllrs: P Allen; M Baillie; G Coles; T de Galleani; D Gent; B Harriss; F Hawke; R Lyon; F Pritchard-Tagg; S Thomson.

IN ATTENDANCE: Town Clerk: C Pritchard-Williams; Administrator: Ruth Searle; Town Sergeant: R Lambden; The Mayor's Chaplain: Father Will Hazlewood; District Cllr: R Rose; Dartmouth Chronicle: Charley Adams; Mayoress Elect: Di Lyon; 7 members of the public.

The Mayor explained that due to the Mayor Making ceremony on Tuesday 8th May 2018 being inquorate, we would be re-running items 1-3.

5. APOLOGIES FOR ABSENCE

Cllrs: A J C Fyson (Dept Mayor); D Kelland; I Pritchard; S Smith, R Springett

6. 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.

Proposal: It was proposed by Cllr Gent that Cllr Robert Michael Lyon be elected Town Mayor (Chairman) of the Council for the ensuing year and until acceptance of office by his successor.

Proposed: Cllr D Gent

Seconded: Cllr T de Galleani

The Mayor, (in the Chair) asked if there were any other nominations for the position of Town Mayor (Chairman).

Cllr P Allen nominated Cllr S Thomson for Mayor for the ensuing year and a vote was taken.

Cllr Rob Lyon was elected in as Mayor for 2018-19 by a majority vote.

The Mayor then declared that Cllr Robert Michael Lyon be duly elected as Town Mayor (Chairman) of the Council for the ensuing year.

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

The Town Mayor (Councillor R M Lyon)
in the Chair

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

The Council proceeded with the election of Deputy Town Mayor (Vice-Chairman) for the ensuing year.

Proposal: It was proposed by Cllr de Galleani that Cllr Fred Pritchard-Tagg be elected Deputy Town Mayor (Vice-Chairman) for the ensuing year and until acceptance of office by his successor.

Proposed: Cllr T de Galleani

Seconded: Cllr R Cooke

The Mayor, (in the Chair) asked if there were any other nominations for the position of Deputy Town Mayor (Vice Chairman). Receiving no other nominations, the Mayor put the motion as formally moved by Cllr T de Galleani to the vote, all Cllrs were in favour and he declared Cllr Fred Pritchard-Tagg duly elected as Deputy Town Mayor (Vice Chairman) of the Council for the ensuing year.

Cllr Pritchard-Tagg signified his acceptance of the office of Deputy Town Mayor (Vice Chairman), signed the Declaration of Acceptance, and thanked the Members for his election.

8. DECLARATIONS OF INTEREST

There were none.

9. TO RECEIVE REPORT FROM THE POLICE

The Police report was circulated to all Cllrs in their green folders.

10. TO RECEIVE REPORTS FROM AND PUT QUESTIONS TO THE COUNTY AND DISTRICT COUNCILLORS

Cllr R Rowe's report was circulated in Cllrs green folders.

Cllr Rowe said that she wanted to be the first to congratulate the Mayor on his election and then went on to read out her report (attached)

Cllr Allen questioned the increase in parking charges in Cllr Bastone's report, he asked Cllr Rowe in Cllr Bastone's absence about these figures as he didn't feel it was an appropriate cost to the locals.

Cllr Rowe explained that the Councils were given a chance to give feedback and all increases were as per this feedback.

Cllr Harriss asked whether Dartmouth and Totnes were being treated equally regarding charging for use of public toilets and carparking. Cllr Rowe responded that the towns were being treated equally.

11. QUESTIONS TO THE MAYOR BY MEMBERS OF THE PUBLIC

A member of the public asked if DTC would consider asking BRNC to consider some land for social housing.

A member of the public asked Cllr Rowe why car parking was up to £6 for 4 hours, which is 50% more than Kingsbridge. Cllr Rowe answered that she would bring the information on car parking charges back to this council next month. She said that she would pass the executive report which publishes all the carparking figures to the Clerk.

Mr Mitchell said that Dartmouth is beginning to look very quiet and carparking was one of the reasons. The Mayor spoke about the loss of Little Cotton Caravan Park and how this will have had a knock on effect to footfall in the town, he said he would like to bring back a caravan park.

A member of the public asked how many Cllrs will be attending the meeting on Monday for hospital, Cllr Lyon then asked the Cllrs who would be attending and six Cllrs confirmed they would be attending the meeting.

12. TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON THE 9TH APRIL 2018

Members reviewed the minutes of the Town Council meeting held on the 9th May 2018.

Proposed: Cllr Gent

Seconded: Cllr de Galleani

13. TO RECEIVE SUCH CORRESPONDENCE AS MAY BE SUBMITTED TO THE TOWN MAYOR

Cllr Gent explained that DTC had received a letter from concerned people asking the town council to offer support on the lack of a hospital in the town.

Cllr Gent said that he would write a letter to express the Town Council's support which could be read out at the meeting to be held on Monday 14th in St Saviour's Church.

Proposal: Cllr Gent would write a letter to show DTC's support in this matter.

Proposed: Cllr Gent

Seconded: Cllr Allen

All Councillors were in favour

All members of the public left the Council Chamber.

14. TO RECEIVE THE REPORTS AND RECOMMENDATIONS OF MEETINGS OF THE UNDER MENTIONED COMMITTEES: -

- **Corporate Property Committee – 11th April 2018**

Cllr Allen commented about the audit trail for the purchase of the vehicle and was told by the Clerk that there was an audit trail.

Proposed: Cllr Lyon

Seconded: Cllr Thomson

Resolved: That the Report and Recommendations of a meeting of the Corporate Property Committee held on 11th April 2018 be approved.
Ten Cllrs were in favour with one abstention (Cllr Allen)

- **Planning Committee – 18th April 2018**

Proposed: Cllr Gent

Seconded: Cllr Allen

Resolved: That the Report and Recommendations of a meeting of the Planning Committee held on 18th April 2018 be noted.
All Cllrs agreed

- **Finance Committee – 24th April 2018**

Proposed: Cllr Allen

Seconded: Cllr Gent

Resolved: That the Report and Recommendations of a meeting of the Finance Committee held on the 24th April 2018 be approved.
All Cllrs agreed

- **Special Council Meeting – 1st May 2018**

Proposed – Cllr Lyon

Seconded – Cllr Allen

Resolved: That the Report and Recommendations of a Special meeting of the Council held on the 1st May 2018 be noted.
All Cllrs agreed

- **Planning Committee – 2nd May 2018**

Proposed: Cllr Gent

Seconded: Cllr Allen

Resolved: That the Report and Recommendations of a meeting of the Planning Committee held on 2nd May 2018 be noted.
All Cllrs agreed

15. TO CONSIDER THE APPOINTMENT OF ANY OR ALL OF THE FOLLOWING COMMITTEES OR ANY ADDITIONAL COMMITTEES, TO ELECT THEIR CHAIRMEN, AND TO CONFIRM OR RE-DEFINE THE TERMS OF REFERENCE AND DELEGATED POWERS (IF ANY) OF THESE COMMITTEES.

(terms of reference attached)

- **Planning Committee (minimum of 8 in total)**

Chairman: Cllr Gent

Committee Members: Cllrs: Allen; Coles; Fyson; Harriss; Springett; Thomson & the Mayor and Deputy Mayor

- Corporate Property Committee (minimum of 8 in total)**
Chairman: Cllr Springett
Committee Members: Cllrs: Baillie; Fyson; de Galleani; Gent; Harriss; Hawke; Thomson & the Mayor and Deputy Mayor
 Cllr Cooke asked for the orchard and cemetery to be moved into the newly formed Parks and Open Spaces Committee on the Committee terms of reference document.
- Finance Committee (minimum of 8 in total)**
Chairman: Cllr Pritchard-Tagg
Committee Members: Cllrs: Coles; Fyson; Gent; Hawke; Springett & the Mayor and Deputy Mayor
- General Purposes Committee (minimum of 8 in total)**
Chairman: Cllr de Galleani
Committee Members: Cllrs: Allen; Gent; Harriss; Pritchard & the Mayor and Deputy Mayor
- Personnel Committee (minimum of 6 in total)**
Chairman: Cllr Hawke
Committee Members: Cllrs: Allen; de Galleani; Harriss; Thomson; Springett
- Parks and Open Spaces Committee (minimum of 6 in total)**
Chairman: Cllr Cooke
Committee Members: Cllrs: Allen; Baillie; Coles; Fyson; de Galleani; Harriss; Thomson; Springett & the Mayor and Deputy Mayor

Proposal: To accept the changes to the committee terms of reference and committee members listed above.

Proposed: Cllr Cooke

Seconded: Cllr de Galleani

All Cllrs agreed

16. APPOINTMENT OF REPRESENTATIVES ON PUBLIC BODIES AND ASSOCIATIONS:

PUBLIC BODIES AND ASSOCIATIONS	REPRESENTATIVES (2018-19)
Dartmouth & Area Public Transport Group	Cllr M Baillie Cllr D Gent Cllr I Pritchard Cllr R Springett
Dartmouth and District Chamber of Trade	Cllr D Gent
Dartmouth Visitor Centre	Directors: Cllr G Coles Cllr F Hawke
Dartmouth and Kingswear Society	Cllr A Fyson
Dartmouth Caring	Cllr I Pritchard
Dartmouth Fatstock Show	Mayor of the Day

Dartmouth Green Partnerships	Cllr T de Galleani
Dart Harbour & Navigation Authority Non-Beneficiary Stakeholder Group	Cllr R Lyon
Dartmouth Mayflower 400	(Vacancy)
Dartmouth Medical Practice & Patient Participation Group	Cllr D Gent
Dartmouth Museum	Cllr R Cooke
Dartmouth Outdoor Swimming Pool Management Committee	Cllr D Gent Cllr S Smith
Dartmouth Trust (a) Ex Officio (b) Nominative Trustee Trustee	Mayor of the Day Cllr R Springett until 09.02.2021
Dartmouth United Charities Trustees	Cllr R Cooke until 03.11.21 Cllr T de Galleani until 10.05.20 Cllr D Gent until 14.05.21 Cllr F Hawke until 19.05.19 Cllr R Lyon until 19.05.19 Cllr R Springett until 05.01.22 Cllr S Thomson until 19.05.19 (One non Cllr appointed)
Devon Association of Local Councils	Mayor of the Day Clerk
Flavel Management Advisory Committee	Mayor of the Day
Port of Dartmouth Royal Regatta Ltd	Cllr D M Gent
Services Family Accommodation Forum	Cllr R Springett
South Hams Citizens Advice Bureau	Cllr S Smith
South Hams CVS	Cllr S Smith
St Petrox Trust Trustees	Cllr D Gent Cllr I Pritchard Cllr R Springett
Townstal Community Hall Association	Cllr I Pritchard
Tree Warden	Mrs Penny Woollams
Wilton Memorial Trust	Cllr G Coles
Youth Panel	Cllr D Gent Cllr R Lyon

Proposal: To accept the above members as representatives on public bodies and associations

Proposed: Cllr Cooke

Seconded: Cllr de Galleani

All Cllrs agreed

17. SIGNATORIES (any 2 to sign)

PUBLIC BODIES AND ASSOCIATIONS	SIGNATORIES (2018-2019)
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Dartmouth Town Council	Cllrs: P Allen; R Cooke; A Fyson; D Gent; R Lyon, Pritchard-Tagg & R Springett
Henley Trust	Cllrs: R Springett & Cllr R Cooke
Mayor's Cheer Fund	Cllrs: P Allen and Cllr R Lyon
Dartmouth Trust	Cllrs: P Allen; D Gent and R Springett

Proposal: To accept the above members as signatories on public bodies and associations

Proposed: Cllr Allen

Seconded: Cllr Gent

All Cllrs agreed

18. TO RECEIVE UPDATES TO POLICY DOCUMENTS

Privacy Policy

Councillors reviewed the new privacy policy document and Cllr Cooke said that this was a standard document.

Proposal: To accept the privacy policy.

Proposed: Cllr Cooke

Seconded: Cllr Gent

All Cllrs agreed

19. TO RECEIVE REPORTS FROM AND PUT QUESTIONS TO REPRESENTATIVES ON PUBLIC BODIES AND ASSOCIATIONS

Cllr Gent reported that that there would be no air shows at the Regatta this year but the Newfoundland dogs will be coming back.

Cllr Allen asked what has happened to the £3,000 that was awarded to Dartmouth Green Partnerships and Cllr de Galleani reported that it was used on the embankment and she would bring back a report to Council.

20. TO RECEIVE THE CLERK'S REPORT OF FINANCIAL MATTERS FOR MARCH 2018

The Clerk gave apologies and said that the 'end of year' figures would be presented at the June Council meeting.

21. TO AUTHORIZE THE ISSUE OF DEEDS OF GRANT EXCLUSIVE RIGHT OF BURIAL FOR GRAVE NO: K185, J34, J35 & J37

Proposed: Cllr R Cooke

Seconded: Cllr D Gent

Resolved: That Deeds of Grant of Exclusive Right of Burial be issued in respect of Grave No. K185, J34, J35 & J37 at Longcross Cemetery, Dartmouth and the Town Mayor (Cllr. R M Lyon) and Deputy Mayor (Cllr. F R Pritchard-Tagg) be authorized to sign the Documents in accordance with terms contained in Minute No. 225 (3) 1975/6.

All in favour

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

Cllr Allen asked if Cllr Kelland would be attending another Council meeting soon. Cllr Cooke said that he hadn't been very well, but he is hoping to come back in the summer.

Cllr Allen asked about the expansions on the river and the additional trots, on the pontoon in front of Royal Avenue Gardens. Cllr Lyon said that he is aware of the widening of the moorings and the Dart Harbour have applied for a grant for this. Cllr Gent read from a document on this matter and he said that the Mayor and himself will be invited to a meeting about this matter shortly.

Cllr Lyon said that he would be inviting the harbour master to the June meeting.

23. ANY OTHER URGENT MATTERS OF REPORT

Cllr Rowe said that members shouldn't push for a bye-election as it's expensive.

24. EXCLUSION OF PRESS AND PUBLIC

Proposed: Cllr Cooke

Seconded: Cllr De Galleani

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.

IN COMMITTEE

25. SHUTTER FOR RECEPTION HATCHWAY

A shutter quote for the reception hatchway was circulated to the Cllrs. The Clerk explained that this was the same company who did the shutter for the office hatchway, and again we had, had trouble receiving more than one quote. The members thought that it was a good price and that the company had done a good job with the first shutter.

Proposed: Cllr Gent proposed that the Council accept the quote.

Seconded: Cllr Allen

Resolved: That the Council accept the quote for the shutter for the new reception hatchway.

All in favour.

26. CLEANING OF TOILETS

The Clerk explained that the Groundsman had asked SHDC to quote to temporarily continue to clean the toilets in Royal Avenue Gardens and Coronation Park when DTC take over the transfer of assets.

DTC office is currently waiting on quotes to tender for the toilets.

All Cllrs agreed to wait until three quotes were available and brought back to the relevant committee of Full Council.

The meeting finished 8.30pm