

DARTMOUTH TOWN COUNCIL
MINUTES OF THE MEETING OF THE PARKS AND OPEN SPACES COMMITTEE HELD IN THE
COUNCIL CHAMBER OF DARTMOUTH GUILDHALL ON TUESDAY 19TH JUNE 2018

PRESENT: Cllrs: P Allen; M Baillie; G Coles (Vice Chairman);
R Cooke (Chairman); A Fyson; T de Galleani; B Harriss;
R. Lyon (The Mayor); F Pritchard-Tagg (Deputy Mayor).

IN ATTENDANCE: Cllrs: D Gent; F Hawke; Town Clerk: C Pritchard-Williams;
Town Groundsman: Rob Harkness; Dartmouth Green
Partnerships (DGP): Stevie Rogers & 1 member of the public.

1. APOLOGIES FOR ABSENCE

Cllrs: B Harriss; R Springett; S Thomson.

The Chairman explained that Cllr Harriss had given apologies but due to the other committees he is currently on had chosen to resign from this committee.

2. ELECTION OF A VICE CHAIRMAN

The Chairman asked for nominations for Vice Chairman.

Proposed: Cllr P Allen

Seconded: Cllr P Fyson

Resolved: That Cllr G Coles be elected Vice-Chairman of the Parks and Open Spaces Committee for the ensuing year.

All Cllrs were in favour

3. DECLARATIONS OF INTEREST

There were none

4. STRATEGY DOCUMENT

The Town Groundsman presented a proposed strategy document for the way forward.

Cllr Allen asked about obtaining the bigger grants for some of this work to be carried out.

Stevie Rogers from DGP explained that they became a charity with this in mind so that they could apply for these larger grants which are only available to charities.

Cllr Allen asked who would make up the park management team and the Town Groundsman said that to start with it would be himself, the Chair and Vice Chair of Parks and Open Spaces; the Town Clerk and a representative from the Friends of the Orchard

The Mayor suggested that it could be a working group beneath the Parks & Open Spaces Committee.

Cllr Allen asked what the priorities would be, and the Town Groundsman said that for the first year the team would be reactive, they would work towards getting the beds in Royal Avenue Gardens replanted, as well as taking back ownership of the maintenance of the Orchard and the Cemetery.

Cllr Gent asked who would be responsible for the band stand, and the Chairman said that this would fall under the Corporate Property Committee.

It was agreed that the strategy document could be circulated to all the Councillors on this committee.

The Chairman asked if a shortened bullet pointed list could be drawn up before the next meeting with key points on it.

5. STREET FURNITURE (Benches / Memorial Trees / Bins)

There was a discussion about the benches in Dartmouth and how there are roughly 300-400 benches in total in Dartmouth, several the benches are in a bad state and will need to be repaired. The Groundsman said that there will be a plan to replace any belonging to DTC that need replacing or renovating over a period, working within the budget.

SHDC charge £1200 for a memorial bench with 10 years maintenance.

The Clerk was asked to source a detailed list from SHDC of everyone who has paid for a memorial bench or tree.

6. BYLAWS (across all open spaces)

Cllr Gent said that we had received a copy of the older SHDC bylaws from Cllr Hawke. Cllr Gent said that he would produce a draft and present it back to the July Full Council meeting.

The Chairman suggested a very small working group to work on this and the Town Groundsman said that he would be happy to work with Cllr Gent on this.

There was a discussion about issuing Fixed Penalty Notices for dog fouling and that staff could go on the course and issue fines which could be used in the Parks and Gardens and the market.

7. REVIEW OF CHARGING (across all open spaces)

A discussion about reviewing the charges took place and the Clerk was asked to obtain a list of charges from SHDC.

The Mayor suggested that any review of charging should go to the Finance Committee.

Cllr Baillie asked if DTC would let Regatta use Coronation Park for parking, and the Chairman confirmed that this request would have been via SHDC.

The Clerk was asked to get hold of a list of events, charges & documentation for anything that SHDC have agreed for Coronation Park and Royal Avenue Gardens.

8. SIGNAGE (across all open spaces)

The Town Groundsman said that all the signage has SHDC branding and to replace it all will be quite an expense, but as the signs break we will need to rebrand the signs to DTC.

Cllr Allen, said that he thought this was urgent, so that it is clear who is responsible for the parks. The Town Groundsman agreed that within the play areas this would be urgent in case there is broken glass etc...

Cllr de Galleani suggested an interim idea of stickers being pasted over the necessary areas with our contact details on them.

Cllr Cooke said we should get some costings.

9. ROYAL AVENUE GARDENS

The Chairman explained that the items on the agenda were there by default so that they can be discussed at every meeting.

Cllr Gent asked if we were going to revert to the original name of Newcomen Gardens and Cllrs generally thought it best to leave it as it is.

10. CORONATION PARK

There was a general discussion about the assets that will be coming over from SHDC to do with Coronation Park which will include: the dinghy park; tennis courts, the café, RNLI hut.

All leases will need to be looked at.

11. CASTLE ESTATE

There was a general discussion about Warfleet dinghy park.

The Chairman also reported that the harbour authority will continue to have access across the dinghy park because they store fuel booms on the land side of the park.

12. ST SAVIOUR'S CHURCH GRAVEYARD

The Chairman said that DTC have a responsibility for this churchyard because it's a closed church graveyard and we continue to have responsibility for it.

Cllr Gent said that a meeting between Will Hazelwood and the Groundsman would be arranged soon.

The Chairman asked for maintenance to go onto the Groundsman's strategy document.

Cllr Allen suggested that some of the money from Dartmouth United Charities could be used towards this.

Cllr Gent left the meeting

13. THE ORCHARD

The Chairman spoke about how DTC had worked in partnership with the 'Friends of the Orchard' and would continue to do so.

He also said that we had used a contractor for the past few years to maintain the grass and hedges etc... and this will end once we have the staff in place.

14. LONGCROSS CEMETERY

The Chairman explained that the same contractor had also been used to maintain the grass and hedges, which would again be coming to an end shortly.

There was a discussion about the natural burial ground and how DTC would be cutting this area twice a year.

It was asked to talk to Torbay Council about the natural burial out on the ring road near Torquay, and enquire about their policies on maintenance and management.

15. VERGES / STREET SPRAYING

The Town Groundsman said that he had already started spraying at Townstal but was limited as it was a two-man job. As soon as the Gardener joins the team then they would be doing this together.

The Mayor spoke about how we should talk to Lisa Edmonds about charging DCC for cutting the verges still owned by DCC.

Cllr Allen suggested we could advertise where we are spraying on our Facebook page over the next two weeks.

16. HEALTH & SAFETY

The Town Groundsman has drawn up safety rules and regulations for all manual staff to sign.

17. BUDGET

The Chairman spoke about the parks and gardens budget.

He has been discussing with the Finance Officer to put aside a certain amount for the Parks and Gardens Committee.

18. AOB

Cllr Baillie asked about risk assessments, and the Groundsman said that these would be completed and placed on file.

Cllr Baillie also asked about whether we should be looking at income generation?

Cllr Cooke said that yes we certainly would be looking to generate an income from the Parks and Gardens.

The Groundsman said that we have been asked to tender for work in Kingswear which would be a start for generating income.

Next Parks and Gardens meeting will be on the 24th July 2018.

ACTIONS

The Clerk to circulate the strategy document to committee members.

The Clerk to source a detailed list of everyone who has paid for a memorial bench or tree from SHDC.

Clerk to get costings for creating stickers to go over the signage in the parks and gardens to indicate the new ownership and contact details.

Town Groundsman to add maintenance onto the strategy document.

Town Clerk / Administrator to try to obtain details for the natural burial ground in Torquay.

Town Groundsman / Receptionist to publish where we are spraying on our Facebook page

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.