

**DARTMOUTH TOWN COUNCIL**  
**MINUTES OF THE MEETING OF DARTMOUTH TOWN COUNCIL HELD IN THE COUNCIL**  
**CHAMBER OF DARTMOUTH GUILDHALL ON MONDAY 8<sup>TH</sup> APRIL 2019**

**PRESENT:** Cllr: F Pritchard-Tagg (Deputy Mayor)  
Cllrs: M Baillie; R Cooke; T de Galleani; D Gent; B Harriss; S Smith; R Springett; S Thomson.

**IN ATTENDANCE:** The Reverend Prebendary: W Hazelwood; Town Sergeant: R Lambden;  
Town Clerk: C Pritchard-Williams; County Cllr: J Hawkins; District Cllr: H Bastone; R Rowe;  
Dartmouth Chronicle: C Adams; Dartmouth Visitor Centre: K Perrow & four members of the public.

Before the meeting, prayers were read out by Father Will Hazelwood.

**PART I - OPEN TO THE PUBLIC**

**182. MAYOR'S ANNOUNCEMENTS**

The Deputy Mayor announced the standard emergency evacuation procedures.

**183. APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs: P Allen; A Fyson; F Hawke; D Kelland; R Lyon (Mayor); I Pritchard.

*Cllr Cooke entered the room*

**184. DECLARATIONS OF INTEREST**

Cllr de Galleani declared an interest in item 186 concerning the Market.

**185. AMENDMENT OF RULES FOR A QUORUM WITHIN STANDING ORDERS**

Cllr Gent said that our Standing Orders specify that ten Cllrs are needed for a quorum. Considering that only nine Cllrs were in attendance and this being the last meeting of this Council, he had a suggestion: that we should suspend our standing order no 13 & 14 and adopt the recommendation from the NALC model Standing Orders which sites legislation from the Local Government Act 1972, Sch 12, paras 12 & 45, the recommendation is for a quorum of three or one third of the members whichever is the greater.

**Proposed:** Cllr Gent

**Seconded:** Cllr Springett

**Resolved:** To suspend our standing order no 13 & 14 and adopt the recommended NALC model Standing Orders (LGA 1972, Sch 12, paras 12 & 45) the recommendation is for a quorum of three or one third of the members whichever is the greater.

All Cllrs attending the meeting were in favour.

**186. UPDATE ON THE MARKET BREAK-IN**

Cllr de Galleani declared an interest

The Deputy Mayor explained that the minutes from the security meeting were in the Cllrs green folders.

Cllr Springett said that the Council would continue to support the market by providing security until the premises has been secured.

Once premises have been repaired, then the Council must consider what is going to be done.

**187. QUESTIONS TO THE MAYOR BY MEMBERS OF THE PUBLIC**

Karen Perrow from the Dartmouth Visitor Centre spoke about whether the financial items on the agenda would be discussed or not due to the item above regarding the Council's quorum.

Following a discussion between Cllr Gent and Cllr Springett with regards to this, the Deputy Mayor declared the meeting quorate and said that all financial items would be discussed within this meeting.

**188. TO RECEIVE REPORTS FROM:**

**THE DEVON AND CORNWALL POLICE**

Sgt Simons was not in attendance but had submitted a written report, which was circulated to all Cllrs in advance which is Appendix A.

**DISTRICT COUNCILLOR**

Cllr Rowe was in attendance, she gave a verbal report and had submitted a written report which was circulated to all Cllrs in advance which is Appendix B.

**Questions**

Cllr Gent asked if the SHDC lottery that was launched previously is profitable or not and Cllr Rowe said she thought it was but couldn't quote figures, although she did know that two or three charities have already benefited from it.

**COUNTY COUNCILLOR**

Cllr J Hawkins was not in attendance but had submitted a written report which was circulated to all Cllrs in advance which is Appendix C.

**DISTRICT COUNCILLOR**

Cllr Bastone was not in attendance but had submitted a report which is Appendix D.

**189. TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON THE 4<sup>TH</sup> MARCH 2019.**

Members reviewed the minutes of the previous Town Council meeting.

**Proposed:** Cllr Gent

**Seconded:** Cllr Springett

**Resolved:** That the Report and Recommendations of the meeting of the Town Council held on 4<sup>th</sup> March 2019, be confirmed and signed as a true record.

**190. TO RECEIVE SUCH CORRESPONDENCE AS MAY BE SUBMITTED TO THE TOWN MAYOR**  
The Deputy Mayor said that all correspondence was in the green folders.

- **Dartmouth Fire Station - Banners**

Cllr Pritchard-Tagg said that the Fire Station have asked for suggestions to help them with their recruitment drive.

Cllr Springett said that he was sympathetic with what they are trying to do, and was aware that they had a number of problems and suggested that they could place their banner on the Boat Float railings for a limited period.

**Proposal:** Cllr Springett

**Seconded:** Cllr de Galleani

**Resolution:** To allow them to place a banner on the Boat Float railings for a limited period.

- **Town Crier – Regatta proclamation**

The Deputy Mayor explained that the Town Crier had written regarding the proclamation at the opening ceremony. The Town Crier felt that this was something that the Town Crier should do and that it hadn't always been the Deputy Mayor to carry out this tradition.

Cllr Smith said that he felt this was a good idea and it was appropriate for the Town Crier to read the proclamation.

**Proposed:** Cllr Smith

**Seconded:** Cllr Harriss

**Resolution:** To allow the Town Crier to read the proclamation at the Regatta opening ceremony.

- **Town Crier – Town Crier's competition**

The Deputy Mayor explained that the Town Crier has written about the Town Crier's competition taking place on the 28<sup>th</sup> July 2019. He has asked for the use of the bandstand for the competition and the ballroom for a meal afterwards, he has also asked for the hire charges to be waived.

Cllr Cooke said that this was a very interesting and historical occasion and thought that this should be a civic event because the Town Crier is part of the Town Council.

**Proposal:** Cllr Cooke

**Seconded:** Cllr de Galleani

**Resolution:** To allow the Town Crier to use the bandstand and the ballroom for the Town Crier's competition, to consider this a civic event, to add it to our Civic Events list and to waive the fees.

- **RNLI proposal on Coronation Park**

The Deputy Mayor explained that this correspondence is a follow up from previous correspondence and is now more detailed with rough plans.

Cllr Gent asked to have this moved to the Planning Committee meeting for discussion.

Cllr Cooke said that he agreed with Cllr Gent, as this should be discussed at Planning because this proposal would result in a loss of spaces within the boat park on Coronation Park.

**Proposed:** Cllr Gent

**Seconded:** Cllr Cooke

**Resolution:** To move this correspondence to the next Planning committee meeting later this month.

**191. TO RECEIVE THE REPORTS AND RECOMMENDATIONS OF MEETINGS OF THE UNDER MENTIONED COMMITTEES:**

- **General Purposes Committee meeting at 6pm on Tuesday 6<sup>th</sup> March 2019**  
Cllr de Galleani reviewed the minutes.  
**Proposed:** Cllr Gent  
**Seconded:** Cllr Springett  
**Resolved:** That the Report and Recommendations of the above meeting be approved.  
All Cllrs attending the meeting were in favour.
- **Corporate Property Committee meeting at 5.30pm on Tuesday 12<sup>th</sup> March 2019**  
Cllr Springett reviewed the minutes.  
**Proposed:** Cllr Springett  
**Seconded:** Cllr Gent  
**Resolved:** That the Report and Recommendations of the above meeting be approved.  
All Cllrs attending the meeting were in favour.
- **Finance Committee meeting at 6pm 12<sup>th</sup> March 2019**  
Cllr Pritchard-Tagg reviewed the minutes.  
**Proposed:** Cllr Pritchard-Tagg  
**Seconded:** Cllr Springett  
**Resolved:** That the Report and Recommendations of the above meeting be approved.  
All Cllrs attending the meeting were in favour
- **Planning Committee meeting at 6pm on Wednesday 27<sup>th</sup> February 2019**  
Cllr Gent reviewed the minutes.  
**Proposed:** Cllr Gent  
**Seconded:** Cllr Springett  
**Resolved:** That the Report and Recommendations of the above meeting be approved.  
All Cllrs attending the meeting were in favour.

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

Cllr Gent reported that the youth club was closed at the moment due to the refurbishment of Ivy Lane. At present there are over 160 members who attend the youth club. Once the youth club is back in action the senior youth workers are going to work with some of the young people who are particularly vulnerable who attend youth club.

Cllr Gent said that he had circulated the minutes from the recent NHS working party meeting.

Cllr Gent said that on the 27<sup>th</sup> of April, Dartmouth Together which is headed by Nick Hindmarsh from Dartmouth Caring is holding an open morning from 10am at the

Flavel. The idea is to bring together various local clubs and organisations to see if they can find any synergy in working together, they are also looking to move into social prescribing and this concept will be explained further at that meeting at the Flavel.

Cllr de Galleani said that Green Partnerships have received a grant for £1500 to provide 3 planting beds for this group for well being, the idea is that they can grow and tend plants.

Cllr de Galleani also added that the new thing they want to do is to have a plant pot recycling facility for black and terracotta pots which cannot go into the household recycling, people may have to pay a small token towards this.

**193. TO RECEIVE THE CLERK'S REPORT OF FINANCIAL MATTERS FOR FEBRUARY 2019**

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

**Proposed:** Cllr Gent

**Seconded:** Cllr Springett

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

All Cllrs attending the meeting were in favour

**194. TO OPEN A HIGH INTEREST BANK ACCOUNT**

Deferred until the next Finance meeting

**195. TO DISCUSS GRANTS**

- **DARTMOUTH VISITOR CENTRE.**

Deputy Mayor explained that this grant application for £5,000 arrived too late for the last Finance meeting and it was recommended that this grant be discussed at the following Full Council meeting. He explained that they were asking for a grant to cover running costs and to enable the DVC to function and continue providing its service as the shop window of Dartmouth.

Cllr Smith said that he agreed they were the shop window of Dartmouth and they should be awarded this grant.

Cllr Cooke said that we should remember that the Dartmouth Visitor Centre belongs to Dartmouth Town Council and agreed that it is the window to Dartmouth

**Proposed:** Cllr Smith

**Seconded:** Cllr Cooke

**Resolved:** To award £5,000 to the Dartmouth Visitor Centre to cover running costs and to enable the DVC to function and continue providing its service as the shop window of Dartmouth

All Cllrs attending the meeting were in favour

- **CHILDREN'S HOSPICE** (discussed at Finance Committee meeting 12/03/19)

The Deputy Mayor explained that this was discussed previously at the Finance meeting on the 12<sup>th</sup> March 2019, they had asked for a grant of £200 but this had been refused and he felt that on this occasion we should overturn that decision and grant them the £200.

Cllr de Galleani said that she had no problem with this grant, but she did feel that they could easily ensure that they cover this fee by increasing their fee for stall holders, the hire charges are very low.

Cllr Cooke said as a lifelong pediatrician and with firsthand experience of children's hospices, he would like to support this grant application.

Cllr Springett said that he would second the proposal from Cllr Cooke and suggested that we should take every grant on its merits. He felt we should approve this one.

**Proposed:** Cllr Cooke

**Seconded:** Cllr Springett

**Resolved:** To award £200 to the Children's Hospice.

All Cllrs attending the meeting were in favour

- **MUSIC FESTIVAL** (discussed at Finance Committee meeting 12/03/19)  
This item was not discussed and the decision from the Finance Committee would stand.

**196. TO NOTE THAT THE STAFFING REVIEW BY SW COUNCILS IS NOW UNDERWAY**

The Clerk said that at the last Personnel committee meeting it was agreed to appoint SW Councils to do a staffing review of all staff members rather than take the Clerks recommendations and this is now underway.

**197. TO NOTE THAT THE CLERK HAS PASSED HER CERTIFICATE IN LOCAL COUNCIL ADMINISTRATION**

Cllrs congratulated the Clerk for passing this qualification.

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

None

**199. EXCLUSION OF PRESS AND PUBLIC**

**Proposed:** Cllr Gent

**Seconded:** Cllr Springett

**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.

**PART 2 – CONFIDENTIAL**

**200. QUOTES FOR THE OF 75TH ANNIVERSARY OF D-DAY BUFFET LUNCH**

Cllrs discussed the three options and decided that the best value for money was quote no two.

**Proposed:** Cllr Springett

**Seconded:** Cllr Gent

**Resolved:** To go with quote no two

Cllrs voted to come out of the confidential section.

*The meeting closed at 19.40.*

## **APPENDIX A**

### **DARTMOUTH TOWN COUNCIL - POLICE REPORT**

1<sup>st</sup> March to 1<sup>st</sup> April

#### **Criminal Damage**

- A 25 year old male living in Kingswear was responsible for an overnight spate of criminal damage to the butcher's window and a car wing mirror.
- He has admitted responsibility for the damage due to his drunken state at the time. He is engaging with the owners of the property to repay for the damage he has caused.

#### **Burglaries.**

- Dartmouth has suffered a spate of burglaries over the month. They have taken place in a remote barn building near Venn Lane, where a number of outboard engines and a boat and trailer were where stolen.
- The Tourist Information Centre was broken into again, where a quantity of cash was stolen
- The Market shops were broken into. The person responsible entered the inner market over the roof and spent over three hours breaking into each shop. Again, the burglar was mainly looking for cash and charity boxes. A number of charity boxes were recovered the next morning. It is not only the concern about the burglaries but the extensive damage caused to the glass fronted shops, which will cost a significant amount to replace.
- Two forensic examiners attended and spent the entire day, in an attempt to recover some forensic evidence. A trawl of surrounding shops for cctv, identified an image of a male the police are seeking to interview about the offences.
- This raises the conversation surrounding cctv and the benefit to the town for having a system installed to help deter, prevent and potentially detect those responsible for such crimes.

#### **Attempted theft**

- A female in her 50's to 60's attempted to steal a painting from a gallery in the town but was stopped by the staff as they confronted her and handed back the pictures.

Sgt Iain Simons

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## **APPENDIX B**

### **Rosemary Rowe South Hams Report for Parish Council Meeting for March 2019-03-25**

- At a recent Special Council Meeting the adoption of the South Hams, West Devon and Plymouth Joint local Plan was approval this will take us up until 2034.
- We have decided to be part of The Devon Audit Partnership as a non-voting member. We are increasing the size of our own Audit Committee from 5 to 7 members as the can be occasion when the committee may not be quorate.

- We have adopted the Neighbourhood Plans for Stoke Fleming, Marlborough and Bickleigh Parishes.
  - This was the last Full Council meeting in the life of this council. We will see many changes in the next Council. It will be an interesting period with much more emphasis put on members, member training and the use of more technology. There will be no hard copies issued to anyone, which at present there has been one or two exceptions.
  - I had a meeting with the enforcement team ref. our parish, the contents of which will be finalised soon.
  - I hope that all those who intend standing for The Parish Council whether existing members or any other qualifying parishioners have or will completed their nomination papers suitably signed and take them by hand to Follaton House before 4pm on Wed. April 3rd. I would personally recommend that this is done as soon as possible to allow time for any corrections which may need to be done.
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## **APPENDIX C**

### Town Council Report from Cllr Jonathan Hawkins

- The **Joint Local Plan** has now been adopted at a Full Council meeting recently This has been a relatively long process but we now have a good plan for the future for the South Hams, West Devon and Plymouth
- **Health and Well being Centre**  
Negotiations are continuing between CCG and South Hams and these are hopefully going to be agreed soon.  
Plans for the Centre are continuing with the intention of putting planning in as soon as possible
- **West Dart** The exhibition by Bakers Estate took place on Saturday at the Leisure Centre  
This gives us really exciting possibilities for the future, with a good range of housing options.  
It is with regret that the Appeal on the site concerning the percentage of affordable house that was fought by South Hams, the then Cllr Boughton and myself was lost Bakers Estate are hoping to provide a large portion of the entire sites allocation of affordable housing in the first phase, they are in talks with a number of companies ranging from Care homes to hotels and employment for West Dart  
Light pollution and Environment - The main roads through the site will have street lighting, but those on the edge will be free of lights. Tree lined roads are a part of the scheme  
106 contributions for Leisure and recreation will help with improvements to current sites and on site additions This is for Town Council consultation prior to advertising
- **HATOC and TRO**  
This meeting is on Friday at Follaton  
Proposals are for
  - Anzac street - Replace yellow boxes with correct road markings to prevent obstructive Parking



- Newport street - Pedestrian access to Mermaid letting and lifestyle shop
- North and south embankment - No overnight camper van parking
- **Fusion**  
A report came to the Overview and Scrutiny meeting last Thursday, this revised the period since they were awarded the contract  
Attendance at the Dartmouth Leisure Centre has been increasing, I did raise the issue of the indoor Pool prices again
- **Seymour Drive and Fishoek**  
Have over past month a number of meeting with residents
- **Embankment**  
Following a town Council meeting recently the new signs asking Coaches to turn their engines off while parked here have gone up
- **Town Council**  
Big thank you to you all for the improvements to RAG, Coronation Park, Castle Estate and areas of the town Your team managed by Rob Harkness are making a real difference and pride in the town can be clearly seen
- **Thanks**  
As the elections are now coming forward for May 2nd Can I sincerely thank you for all you have done over the past 4 years or in some cases even longer Thank you for your support and I hope that I have been able to help you with your role as Councillors too Special mention must go to Iris, Sue, Rob Steve and Francis Your dedication, and love of Dartmouth and its Community will be sadly missed, it has been a complete pleasure to work with you over the years and I know I will certainly miss you

I have said this before, but I really do believe the Town Council should the review the current position of Alderman?

## **APPENDIX D**

### **CLlr Hilary Bastone**

#### **Key messages April 2019**

- 1) 2019 Capital Strategy, investment strategy and Treasury Management Strategies approved.

Capital strategy- approved a Capital Programme for 2019-20 .The Council also plans to incur up to £60 m of capital over the medium to longer term to fulfill the development and acquisitions below:

- a new build development in Kingsbridge which would be let to a major U.K operator
- Acquisition of approx 10 acres of commercial land in Sherford
- single deck additional deck car park at Shadycombe Car Park Salcombe

The Strategies also include £15.291 million to enable the immediate roll out of :

- Office development on a brown field site in Totnes

- Construction of 7 chalet style beach huts at Beesands to also include a new play Park
  - Single deck additional parking at Shadycombe Car Park Salcombe
  - Construction of 5 employment units in Batson
  - £8.5 million for community housing
- 2) Adopted the Joint Local Plan
  - 3) Agreed to join the Devon Audit Partnership as a non voting member
  - 4) Audit Committee size to be 7
  - 5) Adopted the Malborough, Stoke Fleming and Bickleigh Neighbourhood Plans
  - 6) Contaminated re-cycling costs money. Please re-cycle clean products
  - 7) Bronze award for IT transition demonstrated its success during storm Emma (beast from the east) and significantly reducing our carbon footprint by flexible working from home.