

DARTMOUTH TOWN COUNCIL
MINUTES OF THE MEETING OF DARTMOUTH TOWN COUNCIL HELD IN THE COUNCIL
CHAMBER OF DARTMOUTH GUILDHALL ON MONDAY 17th JULY 2018

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

IN ATTENDANCE: Town Sergeant: R Lambden; Town Clerk: C Pritchard-Williams;
Dartmouth Chronicle: Charley Adams.

67. CHAIRMAN'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.

68. APOLOGIES FOR ABSENCE

Cllr P Allen; M Baillie; I Pritchard; S Smith; S Thomson.

69. DECLARATIONS OF INTEREST

Cllr de Galleani declared an interest in the Market as a market trader

Cllr Cooke declared an interest in the Museum as a trustee

70. TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON THE 2ND JULY 2018

Members reviewed the minutes of the Town Council meeting held on the 2nd July 2018.

Proposed: Cllr Gent

Seconded: Cllr Cooke

Resolved: That the Report and Recommendations of the meeting of the Town Council held on 2nd July 2018 be confirmed and signed as a true record.

10 Councillors approved

One Councillor abstained

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

- **Personnel Committee – 11th July 2018**

Cllr Hawke reviewed the minutes and asked Cllrs to vote on the following items.

Item 12 - Additional hours for existing receptionist.

Proposed: Cllr Springett

Seconded: Cllr Cooke

Resolved: to increase the existing receptionist's hours from part time to full time.

All Cllrs were in favour.

Item 13 - Additional office administration post.

Proposed: Cllr Hawke

Seconded: Cllr Springett

Resolved: to go ahead and create this position, and then to advertise and appoint somebody.

All Cllrs were in favour.

Item 14 - Additional hours for the existing caretaker/handyman.

Proposed: Cllr Hawke

Seconded: Cllr Gent

Resolved: to increase the existing caretaker/handyman's hours from part time to full time.

All Cllrs were in favour.

Item 15 - Appointment of replacement caretaker/cleaner.

Cllr Hawke updated members that we would be interviewing a candidate next week, but if this candidate wasn't suitable that we would be employing a temping agency to provide a temporary caretaker/cleaner until we can appoint one.

Proposed: Cllr Hawke

Seconded: Cllr Gent

Resolved: To employ a temping agency to provide a temporary caretaker/cleaner if the candidate is not suitable and continue to advertise the position on our website and online. To employ the candidate if suitable.

All Cllrs were in favour.

Item 16 - Appointment of agency assistant gardener

Proposed: Cllr Hawke

Seconded: Cllr Gent

Resolved: To employ an assistant gardener from a temping agency at the agreed costs but to also continue to advertise the position on our website and social media.

All Cllrs were in favour.

Cllr Hawke advised that there was sufficient money in the budget to cover the additional hours and staff.

Proposed: Cllr Hawke

Seconded: Cllr Gent

Resolved: That the Report and Recommendations of a meeting of the Personnel Committee held on 11th July 2018 be approved.

All Cllrs in favour

- 72. TO AUTHORIZE THE ISSUE OF DEEDS OF GRANT EXCLUSIVE RIGHT OF BURIAL FOR GRAVE NO: (HN84)**
Proposed: Cllr Gent
Seconded: Cllr Springett
Resolved: That Deeds of Grant of Exclusive Right of Burial be issued in respect of Grave No: (HN84) at Longcross Cemetery, Dartmouth and the Town Mayor (Cllr R Lyon) and Deputy Mayor (Cllr F Pritchard-Tagg) be authorized to sign the Documents in accordance with terms contained in Minute No. 225 (3) 1975/6.
- 73. APPOINTMENT OF NEW TRUSTEE OF THE ST PETROX LAND TRUST**
Cllr Gent reported that there is a vacancy for a trustee for the St Petrox Land Trust and members were invited to volunteer.
Cllr de Galleani said that she would like 24 hours to think about this and would get back to Council.
- 74. EXCLUSION OF PRESS AND PUBLIC**
Proposed: Cllr Gent
Seconded: Cllr Hawke
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.
- 75. FLAT 6A**
Cllr Cooke declared that he was a trustee for the museum
Cllr Gent advised that there had been a procedural error at the last Full Council meeting and the Council would need to vote again on this matter.
Cllr Harriss said that he had changed his mind from the last meeting having visited the flat with the Clerk and an estate agent, at the last meeting he had been in favour of offering it to the open market but since then he has changed his mind. Cllr Harriss explained that he had no objection to letting it to the museum if we could make the same amount of money as stated by the estate agent.
Cllr Hawke said that the last time he visited the flat was five years ago and when he visited last week with the Clerk he reported that it was now in an appalling condition, it hadn't been left in a good state and the floor in the lounge area is uneven and unsteady, this flat will need a considerable amount of money to do it up in order for a family to move in. Cllr Hawke added that he had changed his mind since the last meeting and would support those members to allow the museum to use it.
Proposed: Cllr Gent
Seconded: Cllr de Galleani
Resolved: That, due to a procedural error, that vote concerning flat 6A held on Monday 2nd July 2018 should be declared invalid, and the voting process should be

rerun.

All Cllrs were in favour of this proposal

Proposed: Cllr Cooke

Seconded: Cllr Kelland

Resolved: that Dartmouth Town Council negotiate with the museum, to offer the use of Flat 6a for display and storage.

Amendment: Cllr Springett and Cllr Gent added an amendment that the flat is predominately open to the public for display and would be used for minimal storage.

All Cllrs voted in favour of the resolution and amendment.

76. QUOTES FOR TOILET MAINTENANCE

There was a discussion about the ongoing toilet maintenance after the transfer of assets and about the vote at the meeting on the 2nd July.

The Mayor explained that the vote was in contravention of standing orders, and so the Council would need to make decisions at this meeting.

Tenders to quote had gone out and we had received two negative replies to date, and the Council was working hard to obtain others.

The Mayor explained that it would be better to contract SHDC to clean the toilets for a much shorter period time so that DTC can appoint a suitable cleaning contractor to start this year.

Proposed: Cllr Springett

Seconded: Cllr Cole

Resolved: To accept the quote from SHDC to clean the toilets coming over with the transfer of assets for a total of 7 weeks at a cost of £1,407.42 a week, a total of £9,851.94

All members voted to come out of committee

ACTIONS

Additional discussion:

Cllr Fyson spoke about contributing to a fund along the lines of the Dartmouth Trust but ultimately for this rent to go into a pot for affordable housing.

Cllr Springett responded that Dartmouth Town Council do not have any statutory duty to commit to social housing. Perhaps there were other ways we could help with social housing in the future by using some of the other lands owned by Dartmouth Town Council.

Cllr Gent advised that there would be a special meeting on affordable housing in September.

Cllr Fyson spoke about the need to respond to the public with regards to current issues, he suggested that the Council should write quality press releases and publish them on the website and submit them to local newspapers.

There was a discussion about our Marketing Consultant who has already done some work for the Council in this area and it was agreed to put the suggestion of additional hours for the **Marketing Consultant onto the next Personnel Committee meeting.**

Appendix A

At the last meeting of Dartmouth Town Council held on Monday 2nd July the following vote took place in committee:

"That flat 6A is renovated and continue to be used for housing"

This was proposed by Councillor Hawke and seconded by me, Councillor David Gent.

I have now forwarded the following special resolution to the Mayor:

"That, due to a procedural error, that vote concerning flat 6A held on Monday 2nd July 2018 should be declared invalid. and the voting process should be rerun."

I have asked the Mayor for this to take place as soon as possible, preferably by calling a special meeting.

Members should note that there are precedents for this procedure. The resolution requests a rerun of the voting process, not the debate. It will need to be seconded in the usual way.

DG.