

**DARTMOUTH TOWN COUNCIL**  
**MINUTES OF THE MEETING OF DARTMOUTH TOWN COUNCIL HELD IN THE COUNCIL**  
**CHAMBER OF DARTMOUTH GUILDHALL ON MONDAY 3<sup>RD</sup> SEPTEMBER 2018**

**PRESENT:** Cllrs: R Lyon (Mayor); F Pritchard-Tagg (Deputy Mayor)  
Cllrs: M Baillie; T Fyson; T de Galleani; D Gent; G Coles; B  
Harriss; F Hawke; I Pritchard; S Smith; R Springett; S Thomson.

**IN ATTENDANCE:** Town Sergeant: R Lambden; Town Clerk: C Pritchard-Williams;  
Dartmouth Chronicle: Sam Acourt; District Cllr: Hilary Bastone;  
County & District Cllr: Jonathon Hawkins; Dartmouth Visitor  
Centre: Karen Perrow; 10 members of the public.

**77. 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.

**78. APOLOGIES FOR ABSENCE**

Cllrs P Allen; D Kelland; R Cooke.

**79. DECLARATIONS OF INTEREST**

Cllr de Galleani declared an interest in the market.

**80. TO RECEIVE REPORT FROM THE POLICE**

A report was emailed to all Cllrs prior to the meeting and no questions were asked from Cllrs. (Appendix 1)

Cllr Hawke entered the room at 19.07

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

Cllr Hawkins and Cllr Bastone gave verbal reports

Cllr Springett entered the room at 19.20

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

A member of the public asked for a progress report on the assets that we have taken over, The Mayor said that the team had been busy watering all the hanging baskets and tubs around town, and clearing and tidying up in the gardens. They have also been helping out with Regatta.

Cllr Thomson added that it takes time and to remember that we've only owned it for a little while, next year will be different.

The Chairman of Dart Gig Club asked if the Council would support the Gig Club remaining on Coronation Park and would the Council allow them to give future input into this area. The Mayor asked them to submit any suggestions to be included with

the agenda for the next Parks and Open Spaces committee meeting which will be on Tuesday 16<sup>th</sup> October.

Cllr Hawkins left the room at 19.43

**83. DISCUSS PLANNING APPLICATIONS 2550/18/FULL & 2551/18/LBC DARTMOUTH MUSEUM, THE BUTTERWALK, DUKE STREET**

Cllr Gent spoke about the Dartmouth Museum planning application which had been brought to the planning meeting on 22nd August and the committee had felt that this should be brought to the full council meeting to allow all Cllrs to vote on this issue.

The Mayor asked for comments and there was a lively discussion.

**Proposal:** Recommend that we refuse this application on the grounds that it is un-neighbourly, and the design was inappropriate in its setting and would welcome the Museum to come in and talk to DTC about this.

**Proposed:** Cllr Gent

**Seconded:** Cllr de Galleani

**Amendment:** Cllr Springett questioned the term 'un-neighbourly' and would prefer the proposal to say that the Council did not like the application.

Cllr Gent was happy to accept this amendment to the proposal.

All Cllrs who were present were in favour

**84. CCTV PROPOSAL LOCATIONS**

- Cllr Springett spoke about the paper he had circulated to all Cllrs on the 20<sup>th</sup> June 2018.
- Selnet have delivered a report which includes advice about camera placement from Sgt Iain Simons.
- We are currently waiting on a proposal from the Police and Crime Commissioner (PCC)
- The whole Council are invited to go to a demonstration on how it will run, which will take place in Exeter on Friday and Cllr Springett and Cllr Fyson are attending.
- Cllr Springett said that due to a duty of care to our tenants, our buildings and the public that we continue with this proposal to investigate CCTV into the town.
- Cllr de Galleani said that there have been opinions in the market and the public need to be aware of the large cost associated with installing CCTV.
- Cllr Fyson talked about aesthetics and how CCTV can be very intrusive and there needs to be good planning to ensure they are strategically placed. Cllr Springett replied that we would be complying with the law and any proposal that we come up with we hope that the town would be happy with.
- Cllr Smith said the police have always spoken about how CCTV would help with burglaries and break ins.

**85. MANOR GARDENS TOILET (SHDC)**

The Clerk reported that SHDC are planning to close these toilets from April 2019. Documentation and costings were circulated to Cllrs. Cllr Springett asked for this to be referred to the Corporate Property committee meeting.

**86. TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON THE 17<sup>th</sup> JULY 2018**

Members reviewed the minutes of the Town Council meeting held on the 17<sup>th</sup> July 2018.

**Proposed:** Cllr Gent

**Seconded:** Cllr Springett

**Resolved:** That the Report and Recommendations of the meeting of the Town Council held on 17<sup>th</sup> July 2018 be confirmed and signed as a true record.

All Cllrs who were present were in favour

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

The Clerk read out correspondence from the Mayflower 400 - due to the recent legislation of GDPR they asked for written agreement from the Council confirming that we agree to the Mayflower promoting the Council's involvement in the project. A logo should be supplied for the use on their website.

**Proposed:** Cllr Springett

**Seconded:** Cllr Gent

The Mayor read out a notice from Devon County Council informing of Road Traffic Regulation proposals: No waiting at any time on specified lengths of Broad Park & Crowthers Hill; loading only maximum stay 30 minutes no return within 1 hour on a specified length of North Embankment Rue de Courseulles Sur Mer; Revocation of No waiting at any time on a specified length of Bayard's Hill.

**88. BYELAWS**

David Gent spoke about his consultations that he'd held in both the daytime and the evenings which had been successful. If the Council decide to progress with the adoption of Byelaws then the next stage is to submit it to the secretary of state. The most controversial aspect from the consultations was buskers, and the model bylaws do state no amplification.

It was agreed to discuss this in a separate meeting for all Cllrs and to report back to Full Council.

Cllr Gent will be circulating a reports from the consultations held.

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

- **Corporate Property Committee – 17<sup>th</sup> July 2018**

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

Page 1 - Cllr Springett said that Stagecoach had responded and said it was no longer practical to run a bus service up Church Road and asked if anyone wanted to suggest moving the bus shelter to another spot. Cllr Pritchard suggested Collingwood Road.

**Proposed:** Cllr Springett

**Seconded:** Cllr Hawke

**Resolved:** That the Report and Recommendations of a meeting of the Personnel Committee held on 17<sup>th</sup> July 2018 be approved.

All Cllrs who were present were in favour

- **Planning Committee 25<sup>th</sup> July 2018**

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

**Proposed:** Cllr Gent

**Seconded:** Cllr Springett

**Resolved:** That the Report and Recommendations of a meeting of the Personnel Committee held on 17<sup>th</sup> July 2018 be noted.

All Cllrs who were present were in favour

- **Planning Committee 22<sup>nd</sup> August 2018**

Cllr Gent reviewed the minutes and asked Cllrs to vote on the following items. Cllr Hawke mentioned a page number error and the Clerk said she would get that rectified.

**Proposed:** Cllr Gent

**Seconded:** Cllr Springett

**Resolved:** That the Report and Recommendations of a meeting of the Planning Committee held on 22<sup>nd</sup> August 2018 be noted.

All Cllrs who were present were in favour

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

Cllr de Galleani on behalf of Dartmouth Green Partnerships reported that a vehicle has ploughed through the anchor bed at the bottom of College Way and has caused significant damage.

The Clerk was asked to talk with Sgt Simons about insurance implications from this.

**91. TO RECEIVE THE CLERK'S REPORT OF FINANCIAL MATTERS FOR JUNE & JULY 2018**

The Clerk had circulated copies of the financial matters for June & July 2018

**Proposed:** Cllr Springett

**Seconded:** Cllr Gent

**Resolved:** That the Clerk's report of financial matters for June & July 2018 under Standing Order No. 56 (b) be approved.

All Cllrs who were present were in favour

**92. TO AUTHORIZE THE ISSUE OF DEEDS OF GRANT EXCLUSIVE RIGHT OF BURIAL FOR GRAVE NO: (D(1)128)**

**Proposed:** Cllr Springett

**Seconded:** Cllr Gent

**Resolved:** That Deeds of Grant of Exclusive Right of Burial be issued in respect of Grave No: (D(1)128) 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.

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

There were none.

**94. ANY OTHER URGENT MATTERS OF REPORT**

- The Mayor said that he commended the Regatta committee for this years event, all the comments he had heard had been positive and he thanked them for all their hard work.
- Cllr Hawke said that he wanted to thank the office staff for all the work they did for the WEARA lunch.
- Cllr Thomson said that she had heard only good comments about the new curtains, but it had been asked why the stage curtains weren't blue as well.
- Cllr Fyson mentioned the problems with the building opposite the Butterwalk.

**95. 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.

**IN COMMITTEE**

**96. MUSIC STUDIO TENANTS**

The Mayor and the Clerk explained the current situation with the music studio tenants and a letter was read out that had been sent to the tenants. A discussion took place about this situation and the next actions documented in the letter were agreed by all Councillors.

**97. GUILDHALL OFFICE SPACE**

The Clerk explained the current situation in the office involving the workload and office space. The Clerk said that a new member of staff would be starting at the end of October and there would be a period where training would need to take place. The Clerk suggested limiting when Councillors come into the office to between the hours of 10am -12midday or to potentially expand and take back the office upstairs. Councillors all agreed that trialing the limited times for Councillors to drop into the office was a good idea but if that didn't work then we should look for alternatives. There was a general discussion about this.

The Mayor asked the members if they agreed to trial the limited timings for Councillors to come into the office (10am – 12 midday) or to make an appointment

and all Councillors agreed. The Mayor spoke about how if this didn't work then we would look into other solutions.

Cllr Springett asked for this to be moved to the Corporate Property committee.

**98. APPOINTMENT OF PROPERTY ADMINISTRATOR**

The Clerk said that they were very pleased to have appointed a new member of staff within the new role of Property Administrator and that they would be starting at the end of October. This new member of staff would be able to come in to the office in advance one day a week leading up to this date to start learning the job.

**99. HENLEY TRUST – FINANCIAL MATTERS**

This item has been removed from the minutes and will be discussed within a separate Henley Trust meeting.

**100. QUOTE FOR AGENCY TOILET CLEANING**

The Mayor spoke about the fact that we have asked three different local companies to quote who have all declined or failed to answer.

We are going to work with Acorns who are based in Newton Abbot on a 3-month trial who currently do the cleaning via SHDC.

A very nice reliable man is currently cleaning the toilets and he will continue to be part of the team.

Cllr Springett spoke about offering this up to a local start up who may be interested in quoting for it and asked for this to be moved to the Corporate Property committee.

**101. COUNCIL VAN BUDGET FOR TOILET CLEANING**

The Mayor spoke about the fact that a van was needed for the toilet cleaners because the agency did not provide one.

The van will cost in the region of £8,000 which would include it being ply lined.

Cllr Springett said that this was in the original budget for the transfer of assets.

**Propose:** Cllr Springett

**Seconded:** Cllr Gent

**Resolution:** To go ahead and purchase a small van for the use of the toilet cleaners for around £8,000 - £8,500.

All Councillors were in favour.

Cllrs voted to come out of Committee.

The meeting ended at 9.09pm

**APPENDIX 1**

**Police Report: 2/07/18 to 03/09/18**

A busy two months to report with the main concern surrounding the burglaries from business premises around the town.

**Overnight Saturday 28th July:**

- 'Just Fancy' The Quay – Metal grill forced open and small window forced open and float taken.
- Tourist Information Centre – Small window forced, and cash stolen
- Fire Station, College way – Entry gained and 'Jaws of Life' valued £8,00002.00 stolen
- Ambulance Station – Entry gained but nothing stolen.
- Theft of Motor vehicle – Mitsubishi L200 stolen from Mayors Avenue Car Park
- Bicycle stolen - from garage on Vicarage Hill

**Other crimes are reported in chronological order:**

- Grievous Bodily Harm: A disturbance in the Market House pub on 6th July resulted in a male receiving a broken jaw in two places after being punched.
- Drink drive – Driver of Red Land Rover hit a flower pot and reversed into a lamp post knocking it over, which hit a pedestrian. He was charged with Drink driving
- Theft – Shoplifting – Boots. Vulnerable female stole cosmetics from the store. Identified and subsequently paid for items.
- Theft Shoplifting x 5 – Four males who are known drugs users were stopped in a vehicle near Clarence Street. In the boot of the vehicle were items stolen from five shops around the town. Property recovered amounted to £1,300. Males summonsed for the offences.
- Burglaries overnight Friday 24th August
- Seven shops within the Market entered and cash floats stolen
- Pedal Cycle stolen from outside Ship Inn Dock
- Fuel stolen from vehicle on Ridge Hill
- RGC – Collingwood Road – Premises entered, and items stolen.
- A grainy image of the suspect responsible has been viewed but at this this time it is not clear enough for identification purposes.

**Dartmouth CCTV :**

CCTV – Survey completed by Selnet CCTV and handed to Cllr Spingett. Await survey on behalf of Police and Crime Commissioners Office.

**Dartmouth Regatta:**

The time of reporting (Saturday 1st at 8.30pm) The Regatta has been a successful event with effective a close liaison with the Regatta Committee, security, harbour officer, pubs and other agencies.

The event had more of a family feel with very little anti-social behaviour during the evenings. An extensive amount of work was conducted prior to and during Regatta to prevent Paignton youths attending the Regatta, as it was suspected they would engaged in violent behaviour with local Dartmouth youths. On Friday evening they were found in Kingswear and issued with a banning notice, prevent them attending regatta during the weekend.