

# **DARTMOUTH TOWN COUNCIL**

## **Minutes of the Annual Town Council Meeting** **18<sup>th</sup> May 2015**

Present

\*The Town Mayor (Councillor R M Lyon) - Chairman  
in the Chair

\*The Deputy Mayor (Councillor R W I Cooke) - Vice-Chairman

\*Cllr P F Allen  
#Cllr M Baillie  
\*Cllr L M Barnes  
\*Cllr R E Chilcott  
\*Cllr G B F Coles  
\*Cllr T de Galleani  
\*Cllr A J C Fyson  
\*Cllr D M Gent  
\*Cllr F J Hawke  
\*Cllr I A Pritchard  
\*Cllr R F Rendle  
\*Cllr S Smith  
\*Cllr R Springett  
#Cllr S E Thomson

\*County Cllr J Hawkins  
\*District Cllr H Bastone  
#District Cllr R Rowe

\*Denotes attendance  
#Denotes apology for absence

The Mayor welcomed those present to the meeting.

1. **ELECTION OF CHAIRMAN (TOWN MAYOR)**

The Council proceeded with the election of Chairman for the 2015/2016 Municipal Year. It was **moved** by Councillor F J Hawke and **seconded** by Councillor G B F Coles.

**That: Councillor Robert Lyon be elected Chairman (Town Mayor) for the ensuing year and until acceptance of office by his successor.**

The Deputy Mayor (in the Chair) asked if there were any other nominations for the position of Chairman (Town Mayor). Receiving no other nominations, the Deputy Mayor put the motion as formally moved by Councillor F J Hawke to the vote, and upon it being carried, he declared Councillor Robert Lyon duly elected as Chairman and Town Mayor of the Council for the ensuing year.

**QUALIFICATION OF CHAIRMAN (TOWN MAYOR)**

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

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

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Vote of thanks to Councillor R M Lyon.

It was **moved** by Councillor D M Gent and **seconded** by Councillor P F Allen and **resolved:**

**That: the best thanks of this Council be given to Councillor R M Lyon on the efficient and impartial manner in which he has discharged the responsibilities of Town Mayor during the past year.**

Cllr R M Lyon replied.

2. **ELECTION OF VICE CHAIRMAN (DEPUTY TOWN MAYOR)**

The Council proceeded with the election of Vice-Chairman (Deputy Town Mayor) for the ensuing year. It was **moved** by Councillor R E Chilcott, **seconded** by Councillor A J C Fyson.

**That: Councillor R W I Cooke be elected Vice-Chairman (Deputy Town Mayor) for the ensuing year.**

The Mayor asked if there were any other nominations for the position of Vice Chairman (Deputy Town Mayor). Receiving no other nominations, the Mayor put the motion as formally moved by Councillor R E Chilcott to the vote, and upon it being carried, he declared Councillor R W I Cooke duly elected as Vice-Chairman and Deputy Town Mayor of the Council for the ensuing year.

**QUALIFICATION OF VICE-CHAIRMAN (DEPUTY TOWN MAYOR)**

Councillor R W I Cooke signified his acceptance of the office of Vice-Chairman (Deputy Town Mayor), and signed the Declaration of Acceptance.

3. **APPOINTMENT OF CHAPLAIN.**

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

**ADJOURNMENT OF MEETING**

It was **moved** by Councillor I A Pritchard, **seconded** by Councillor T de Galleani and **resolved:-**

**That this meeting stands adjourned to 7.00 p.m. on Tuesday, 19th May 2015.**

# **DARTMOUTH TOWN COUNCIL**

## **Minutes of the Adjourned Town Council Meeting** **19th May 2015**

Present

\*The Town Mayor (Councillor R M Lyon) - Chairman  
in the Chair

\*The Deputy Mayor (Councillor R W I Cooke) - Vice-Chairman

\*Cllr P F Allen  
#Cllr M Baillie  
\*Cllr L M Barnes  
\*Cllr R E Chilcott  
\*Cllr G B F Coles  
\*Cllr T de Galleani  
\*Cllr A J C Fyson  
\*Cllr D M Gent  
\*Cllr F J Hawke  
\*Cllr I A Pritchard  
\*Cllr R F Rendle  
\*Cllr S Smith  
\*Cllr R Springett  
#Cllr S E Thomson

#County Cllr J Hawkins  
\*District Cllr H Bastone  
District Cllr R Rowe

\*Denotes attendance  
#Denotes apology for absence

Also in attendance 6 members of the public and 2 members of the press.

The Mayor informed members that former Councillor Bill Wills had died recently; it was agreed that condolences would be sent to his family.

**4. DECLARATIONS OF INTEREST.**

Cllr S Smith and Cllr I A Pritchard declared a personal interest in agenda item 11 approval of the Finance Committee minutes of 5<sup>th</sup> May 2015.

Cllr F J Hawke declared a prejudicial interest in the Park and Ride section of the District and County Councillors Reports.

Cllrs G B F Coles and R E Chilcott declared a personal interest in agenda item 20 – Mayflower 400.

Cllrs D M Gent and T de Galleani declared a personal interest in agenda item 21 – Dartmouth Market.

**5. POLICE AND DISTRICT AND COUNTY COUNCILLOR REPORTS.**

Inspector Tomlinson gave a report on crime figures for Dartmouth for the month of April 2015. He commented that the Dart Music Festival had passed off quietly from a policing perspective with only a few minor offences.

Cllr Bastone reported that South Hams District Council was yet to hold its first meeting of the new District Council following the elections. Subsequent to the Town Council's letter to Cllr T Holway, the Chairman of Community Life and Housing Scrutiny Panel on affordable housing, Cllr Bastone explained that this letter had been held in abeyance until after the elections.

Cllr Springett asked for details of the District Council meeting to be held this week concerning the indoor swimming pool for Dartmouth. Cllr Bastone replied that this would not be discussed at the District Council meeting this week when committees would be appointed but would be discussed at the Executive meeting on 18<sup>th</sup> June when options for the future Leisure Services review would be discussed and whether the indoor pool should be added to the procurement process.

Cllr Chilcott asked Cllr Bastone where discussions on the use of Dartmouth Rugby Club pitches for the Regatta Park and Ride had reached; the consultation was still on-going. Cllr Bastone advised that the current overflow car park was very costly for the District Council and this was why all alternatives were being investigated.

Cllr Allen expressed disappointment that the new District Councillor Rosemary Rowe had been unable to attend the first Town Council meeting of the new Council year following the elections.

Cllr Allen also raised the problems with the paving on the north embankment; this was a County matter and an email would be sent to Cllr Hawkins. The Mayor had met with Cllr Hawkins and the contractor concerning the North Embankment paving and it had been agreed that the contractor would treat the surface of the paving so that it was uniform throughout.

Cllr Bastone reported that the options report on the Lower Ferry was planned to be put forward in September.

Cllr Hawke raised concerns over the level of service provided by the Park and Ride buses during the recent Dart Music Festival. Confirmation of the details of the new service following the setting of the latest contracts would be sought; the Clerk would write to First Bus and the District Council. Cllr Pritchard explained that Park and Ride buses were being used to cover the local services when other buses broke down.

## **6. QUESTIONS TO THE MAYOR BY MEMBERS OF THE PUBLIC.**

Mr Boughton asked the Mayor, if when the Town Sergeant entered the room and asked members of the Town Council to be up standing to receive the Mayor of Dartmouth, if this should also include members of the public. The Mayor replied that he would ask the Town Sergeant to include the members of the public in his announcement.

Mr Boughton asked the Mayor if the Town Council had plans to include prayers in the content of the meeting now that the Secretary of State had made changes to allow this and would this be voted on by members of the Town Council.

The Mayor replied there were no plans to change this at present but he would discuss this with the Deputy Mayor.

Mr Boughton asked the Mayor if District Cllr Michael Saltern who had funds at his disposal to build affordable housing, would be invited back to another Full Council meeting to discuss this matter.

The Mayor replied that Cllr Saltern would be invited to attend at a future date.

Mr Boughton asked the Mayor if the Town Council planned to invite the Indoor Swimming Pool Trustees back to report to a future meeting.

The Mayor replied that this was not necessary at present as regular updates were provided.

**7. URGENT BUSINESS.**

There was none.

**8. CONFIRMATION OF THE MINUTES.**

**Proposed: Cllr D M Gent**  
**Seconded: Cllr R Springett**

**Resolved: That the minutes of the Town Council meeting held on 13<sup>th</sup> April 2015, be confirmed and signed as a true record.**

**Proposed: Cllr D M Gent**  
**Seconded: Cllr F J Hawke**

**Resolved: That the minutes of the Special Town Council meeting held on 27<sup>th</sup> April 2015, be confirmed and signed as a true record.**

**9. CORRESPONDENCE.**

- a) A letter had been received from Dartmouth Green Partnerships requesting an increase in their annual grant from the Town Council from £3,000 to £5,000.

**Proposed: Cllr F J Hawke**

**Seconded: Cllr P F Allen**

**Resolved: That the request for a grant increase to Dartmouth Green Partnerships be considered by Full Council on 1<sup>st</sup> June 2015.**

- b) Notification of the consultation on new electoral arrangements for Devon County Council had been received from the Local Government Boundary Commission and circulated to members. The consultation was open to the public until 6<sup>th</sup> July 2015 and any changes would be implemented at the County Council elections in 2017.
- c) A letter had been received from Devon and Cornwall Police concerning the use of the front office in the Guildhall for a Police Office. The Mayor informed members that new information had been received and this option had now been rejected as the size of the office was too small.
- d) A letter of thanks had been received from the Directors of the BID Board for the support shown by the Town Council for the new BID manager Alison Steere through grant of use of the office accommodation at Ivy Lane.
- e) An email request for a banner in Dartmouth Market to advertise a business not currently based in the Market had been received. Members noted that advertising of the Market businesses was already limited by the building's listed status.

**Proposed: Cllr D M Gent**

**Seconded: Cllr R Springett**

**Resolved: That the request be denied.**



## 10. REPORTS

a) Planning Committee.

The Report and Recommendations of a meeting of the Planning Committee held on 22<sup>nd</sup> April 2015 were reviewed.

**Proposed: Cllr D M Gent**  
**Seconded: Cllr R Springett**

**Resolved: That the Report and Recommendations of the meeting of the Planning Committee held on 22<sup>nd</sup> April 2015, be received, approved and adopted.**

b) Finance Committee.

The Report and Recommendations of a meeting of the Finance Committee held on 5<sup>th</sup> May 2015 were reviewed.

The following amendment was made:-

Item 2c) addition to the resolution of “for the whole Parish of Dartmouth” after “for the provision of rubbish collection”.

**Proposed: Cllr D M Gent**  
**Seconded: Cllr R Springett**

**Resolved: That the Report and Recommendations of the meeting of the Finance Committee held on 5<sup>th</sup> May 2015, as amended, be received, approved and adopted.**

**Proposed: Cllr L M Barnes**  
**Seconded: Cllr F J Hawke**

**Resolved: That the provision of skips for the collection of large items of household rubbish be discussed at the Full Council meeting on 1<sup>st</sup> June 2015.**

Members discussed the resolution (page 4 Item 9) concerning the Indoor Swimming Pool for Dartmouth. Cllr Rendle suggested a public poll to determine whether the community of Dartmouth would support a levy for additional funds for the indoor swimming pool. The Mayor informed the meeting that the pool trustees had stated that the contractors Kier had now increased their price by £200,000 and would only hold this price for 60 days. The delay caused by the District Council putting the indoor swimming pool into the Leisure Services review could jeopardise this.

**Proposed: Cllr R F Rendle**  
**Seconded: Cllr L M Barnes**

**Resolved: That the Town Council ask the Indoor Pool Trustees to clarify what will be expected of the Town Council in the future; would they expect additional funds or ask the Town Council to take on the running of the pool. Trustees would be invited to a future Town Council meeting to clarify these points.**

*Cllr Allen asked for a recorded vote and all members were in favour of the resolution.*

## **11. COMMITTEE STRUCTURES.**

### **Committee Terms of Reference**

**Proposed: Cllr D M Gent**  
**Seconded: Cllr F J Hawke**

**Resolved: That the Committee terms of reference be accepted with their current structure for the Planning, Corporate Property, Finance, General Purposes and Personnel Committees.**

### **Committee Chairmen**

**Proposed:** Cllr P F Allen  
**Seconded:** Cllr A J C Fyson

**Resolved:** That Cllr D M Gent be elected Chairman of the Planning Committee for the ensuing year.

**Proposed:** Cllr R W I Cooke  
**Seconded:** Cllr T de Galleani

**Resolved:** That Cllr R E Chilcott be elected Chairman of the Finance Committee for the ensuing year.

**Proposed:** Cllr T de Galleani  
**Seconded:** Cllr D M Gent

**Resolved:** That Cllr F J Hawke be elected Chairman of the Personnel Committee for the ensuing year.

**Proposed:** Cllr P F Allen  
**Seconded:** Cllr D M Gent

**Resolved:** That Cllr T de Galleani be elected Chairman of the General Purposes Committee for the ensuing year.

**Proposed:** Cllr D M Gent  
**Seconded:** Cllr R E Chilcott

**Resolved:** That Cllr R Springett be elected Chairman of the Corporate Property Committee for the ensuing year.

### **Committee Membership**

**Proposed:** Cllr D M Gent  
**Seconded:** Cllr F J Hawke

**Resolved:** That the Committee membership as shown below be accepted, with the Mayor and Deputy Mayor on all committees other than Personnel.

**Planning** – Cllrs Allen, Chilcott, Coles, Fyson, Gent, Thomson and Springett.

**Corporate Property** – Cllrs Baillie, Barnes, Coles, Fyson, Hawke, Rendle, S Smith and Springett.

**Finance** – Cllrs Allen, Chilcott, Fyson, Gent, Hawke, Rendle, Springett and Thomson.

**General Purposes** – Cllrs Allen, Baillie, Coles, de Galleani, Gent, Pritchard and S Smith.

**Personnel** – Cllrs Allen, Barnes, Chilcott, de Galleani, Hawke, Pritchard and S Smith.

## 12. **APPOINTMENT OF REPRESENTATIVES**

**Proposed:** Cllr D M Gent

**Seconded:** Cllr P F Allen

**Resolved:** That representatives be appointed and/or confirmed for the following year as shown hereunder:-

<b><u>Body or Association</u></b>	<b><u>Representatives</u></b>
BID Team	Cllr R E Chilcott Cllr T de Galleani
Dartmouth & Area Public Transport Group	Cllr R Springett Cllr I A Pritchard
Dartmouth and Kingswear Society	Cllr A J C Fyson
Dartmouth Business Forum	Vacancy
Dartmouth Caring	Cllr R E Chilcott Cllr I A 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 M Lyon
Dartmouth Medical Practice Patient Participation Group	Cllr D M Gent Cllr R Springett
Dartmouth Museum	Cllr G B F Coles Cllr R W I Cooke
Dartmouth Swimming Pool Management Committee	Cllr S Smith Cllr D M Gent
Dartmouth Tourist Information Centre	Cllr R Springett
Dartmouth Trust (a) Ex Officio Trustee (b) Nominative Trustee	Mayor of the Day Cllr P F Allen (19.05.19)
Dartmouth United Charities Trustees	Cllr R E Chilcott (14.05.2017) Cllr R W I Cooke (03.11.2017) Cllr T de Galleani (15.05.2016) Cllr D M Gent (14.05.2017) Cllr F J Hawke (19.05.2019) Cllr R M Lyon (19.05.2019) Cllr R Springett (05.01.2018) Cllr S Thomson (19.05.2019)
Devon Association of Local Councils	Mayor of the Day Clerk
Flavel Management Advisory Committee	Mayor of the Day
Friends of Ivy Lane	Cllr D M Gent Cllr S Smith
Port of Dartmouth Royal Regatta Ltd	Cllr G B F Coles Cllr D M Gent

Services Family Accommodation Forum	Cllr S Smith
South Hams Citizens Advice Bureau	Cllr S Smith
South Hams CVS	Cllr S Smith
Sports Association	Cllr F J Hawke
St Petrox Trust Trustees	Cllr P F Allen Cllr D M Gent Cllr I A Pritchard Cllr R Springett
Totnes/Dartmouth Ring & Ride	Clerk
Townstal Community Hall Association	Cllr M Baillie Cllr R E Chilcott
Tree Warden	Mrs Penny Woollams
Wilton Memorial Trust	Cllr G B F Coles
Youth Ambassadors	Cllr D M Gent Cllr S Smith

### **13. SIGNATORIES**

It was agreed that with the addition of Cllr R F Rendle the current signatories for cheques on the main Dartmouth Town Council account remain - Cllr P F Allen, Cllr R E Chilcott, Cllr R W I Cooke, Cllr D M Gent, Cllr R M Lyon and Cllr R Springett; any two to sign.

Cllr Chilcott would be added as a signatory to the Henley Trust account and Cllrs Barnes Rendle and Springett would be added to the Dartmouth Trust signatories.

**Proposed: Cllr F J Hawke**  
**Seconded: Cllr D M Gent**

**Resolved: That Cllr R F Rendle be added as a signatory to the main Dartmouth Town Council current account; Cllr Chilcott to be added as a signatory to the Henley Trust account and Cllrs Barnes, Rendle and Springett to be added to the Dartmouth Trust Account as signatories.**

**14. FINANCIAL MATTERS**

The Clerk presented her report on payments made under Standing Order No 56(b).

**Proposed: Cllr F J Hawke**  
**Seconded: Cllr D M Gent**

**Resolved: That the Clerk's actions in paying accounts totaling £18,952.31 under Standing Order No.56(b) be endorsed.**

**15. DEEDS OF EXCLUSIVE RIGHTS OF BURIAL.**

**Proposed: Cllr D M Gent**  
**Seconded: Cllr R Springett**

**Resolved: That Deeds of Grant of Exclusive Right of Burial be issued in respect of Grave No. D111 at Longcross Cemetery, Dartmouth and the Town Mayor (Councillor R M Lyon) and Deputy Mayor (Councillor R W I Cooke) be authorized to sign the Documents in accordance with terms contained in Minute No. 225 (3) 1975/6.**

**16. REPORTS.**

Representatives on Public Bodies and Associations.

There were none.

**17. DECLARATION OF ACCEPTANCE OF OFFICE.**

The Clerk explained that under Section s 83(4) of the LGA 1972, in the absence of Cllr Thomson, as the Declaration of Acceptance of Office needed to be signed before or at the first meeting after the election, the Council must pass a resolution at its first meeting agreeing to the declaration being signed at or before a future meeting.

**Proposed: Cllr P F Allen**  
**Seconded: Cllr D M Gent**

**Resolved: That the Town Council agrees to Cllr S Thomson signing her Declaration of Acceptance of Office at or before the Full Town Council meeting to be held on 1<sup>st</sup> June 2015.**

**18. ELECTRONIC DISTRIBUTION OF AGENDAS.**

The Clerk informed members that The Local Government (Electronic Communications) (England) Order 2015 now allowed for the electronic distribution of agendas. Members were asked to consider if Councillors may be sent the summons to meetings and agendas electronically. It was agreed that agendas would be sent out electronically to those Councillors who had provided an email address (papers copies to be sent by second class post) and in hard copy by first class post to Councillors who requested this.

**Proposed: Cllr R Springett**  
**Seconded: Cllr P F Allen**

**Resolved: That agendas be sent out electronically where possible with hard copies provided to Councillors on request.**

**19. MAYFLOWER 400.**

Members discussed a request from Destination Plymouth for a contribution of £500 (requested from each destination), towards the production of educational packs. Cllr Chilcott explained that a travelling exhibition was planned in addition to the production of the educational packs and he asked the Town Council to give a vote of support for the Mayflower 400 project.



The Clerk asked members to confirm that the Mayflower 400 group was to continue to free use of the Guildhall for their meetings.

**Proposed: Cllr R Springett**  
**Seconded: Cllr R F Rendle**

**Resolved: That the Town Council gives a vote of support to the Mayflower 400 project in principle and agrees to pay £500.00 towards the production of the educational packs for this project.**

**Proposed: Cllr F J Hawke**  
**Seconded: Cllr R Springett**

**Resolved: That the Mayflower 400 group be given free use of the Guildhall (using the Mayor's parlour where possible) for their meetings until they are constituted and have funding.**

**20. COMMUNITY PROJECTS.**

Cllr Chilcott explained that he had asked for this item to be added to the agenda in order that members could raise possible community projects to be taken forward by the Town Council, to build stronger links with the community e.g. Dartmouth Caring and a Health prevention scheme.

**21. ANNUAL GOVERNANCE STATEMENT AND ANNUAL ACCOUNTING STATEMENTS FOR 2014/2015.**

A copy of a draft Annual Governance Statement for 2014/2015 had been circulated.

**Proposed: Cllr D M Gent**  
**Seconded: Cllr R Springett**

**Recommended: That the Annual Governance statement for 2014/2015 be adopted and be signed by the Mayor and Clerk on behalf of the Town Council.**

Copies of the draft Annual Return Statement had been circulated.

**Proposed: Cllr D M Gent**  
**Seconded: Cllr R Springett**

**Recommended: That the Annual Return and Accounting Statement be approved and be signed by the Mayor and Clerk on behalf of the Town Council.**

**Proposed: Cllr D M Gent**  
**Seconded: Cllr F J Hawke**

**Resolved: That Standing Orders be suspended in order to allow the meeting to continue after 9.30 pm.**

**22. DARTMOUTH MARKET.**

At the request of Cllr Hawke a paper had been circulated to members.

Cllr Hawke explained that Dart to Mouth Deli were clearly selling alcohol for consumption at their tables. Under the terms of their lease the sale of alcohol was not permitted. He proposed that unless they applied to the Town Council within 14 days that this matter be placed in the hands of the Town Council's solicitor with a view to terminating their lease.

With regard to Dart to Mouth Deli's outside seating area, Cllr Hawke suggested that, should the Town Council wish, a new agreement would be drawn up for the outside seating area, which is not currently within the Dart to Mouth Deli lease, the size of which was to be determined by the Market Working Party of 3 Councillors and the Clerk; their report to be confirmed by the Corporate Property Committee.

Members also discussed an email which had been received from a Market tenant requesting a meeting of Councillors and Market Tenants, this would be arranged as soon as possible.

**Proposed: Cllr R E Chilcott**  
**Seconded: Cllr R W I Cooke**

**Resolved: That the tenant from Dart to Mouth Deli be asked to apply to the Town Council for an amendment to the lease for the sale of alcohol.**

**Proposed: Cllr F J Hawke**  
**Seconded: Cllr R E Chilcott**

**Resolved: That a new agreement for the outside seating at Dart to Mouth Deli be drawn up by a newly formed Market management team of Cllrs Barnes, Chilcott and Hawke and the Clerk who would also meet with the Market tenants and report back to the Corporate Property Committee on both items.**

## **23. QUESTIONS TO THE MAYOR.**

Cllr Allen asked the Mayor if he would be prepared to ask the Chairman of the General Purposes Committee to re-consider the subject of Honoured Citizens.

The Mayor replied that he would be pleased to do so.

Cllr Springett asked the Mayor if he would congratulate the Town Council staff and the Town Clerk on an excellent and well organised Mayor Making event.

The Mayor replied that he congratulated all the Town Council staff on their hard work to create such a successful event and he gave particular thanks to the Town Sergeant Mr Ron Lambden.

**Proposed: Cllr F J Hawke**  
**Seconded: Cllr P F Allen**

**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.**

*Cllr Pritchard left the meeting at 9.45pm*

**24. EXPRESSIONS OF INTEREST IN MARKET CENTRE BUILDING UNIT (CURRENTLY KNOWN AS PAPERWORKS).**

Details of two expressions of interest from existing market tenants were circulated to members; the Clerk explained that as both the interested parties were existing tenants they had agreed to pay the legal costs of the lease transfer. It was agreed that a three year lease be granted on the usual terms with the addition of payment to be made by monthly direct debit and that the tenant confirms that they are aware of the Charter Market stalls trading in the Market precincts.

**Proposed: Cllr S Smith**  
**Seconded: Cllr L M Barnes**

**Resolved: That the centre building unit (currently known as Paperworks) be let to Louise Blackburn and Jane Willis on a three year lease at the proposed rent and the above amended terms.**

**25. FLAT 8A, THE BUTTERWALK – FLOORING.**

Details of 2 quotations for flooring at Flat 8A The Butterwalk were laid round the table.

**Proposed: Cllr F J Hawke**  
**Seconded: Cllr D M Gent**

**Resolved: That quotation 2 for £1,165.83 plus vat be accepted.**

**26. RENT REVIEWS, BUTTERWALK.**

Details of current rents and square footage for the Dartmouth Wine Company and Sloping Deck Bakery were laid round the table.

**Proposed: Cllr R Springett**  
**Seconded: Cllr S Smith**

**Resolved: That the rent for Dartmouth Wine Company be increased at 2 ½ % per annum.**

**Proposed: Cllr D M Gent**  
**Seconded: Cllr F J Hawke**

**Resolved: That the rent for the Sloping Deck be increased by 3.75% per annum.**

**27. NEW LEASE AND RENT REVIEW HOME AND HARDWARE.**

The Clerk explained that following the passing of Mr Bailey the tenant of Home and Hardware in the Market, she had written to Mrs Bailey asking if Mrs Bailey wished to continue trading at the unit and if she would request a transfer of the lease from the Town Council. It was also noted that the rent review for Unit 2 was due. Cllr Chilcott explained that Mr Bailey's estate was currently going through probate.

**Proposed: Cllr A J C Fyson**  
**Seconded: Cllr R Springett**

**Resolved: That the rent review for Home and Hardware be delayed for one year leaving the rent at the current level and the tenant be informed that this was the case.**

**28. MARKET RENT REVIEWS.**

Details of current rent for the Barbershop was laid round the table.

**Proposed: Cllr R Springett**  
**Seconded: Cllr T de Galleani**

**Resolved: That the rent of the Barbershop be increased by a one off amount of 1.25% for the three years until the next rent review.**