

**DARTMOUTH TOWN COUNCIL  
MINUTES OF THE MEETING OF DARTMOUTH TOWN COUNCIL HELD VIRTUALLY ON  
MONDAY 7<sup>TH</sup> SEPTEMBER 2020**

- PRESENT:** There were 12 Councillors present at the meeting.  
Cllrs: G Webb (Mayor); S Hibbert (Deputy Mayor)  
Cllrs: P Allen; M Baillie; N Bodinnar; C Campos; D Case; T de Galleani; A Edsall; G Evans; D Shepherd; G Yardy.
- IN ATTENDANCE:** Town Clerk: C Pritchard-Williams; Properties Administrator: K Brown; Administrator: R Searle; Responsible Financial Officer: A McGrigor; Properties Manager: Richard Roberts; Town Sergeant: R Lambden; District Cllrs: H Bastone; R Rowe; County Cllr: J Hawkins; Dartmouth Chronicle Reporter: Ginny Ware; Representative from the Rotary Club; and 4 members of the public.

**PART I - Open to the Public**

**111. MAYOR'S ANNOUNCEMENTS**

The Mayor reminded both Councillors and the public that this meeting was being audibly recorded. Members of the public participating in the meeting (e.g. asking questions) should be aware that they were being recorded or reported on and by entering the virtual meeting room, they were consenting to being recorded. The Mayor also reminded members to conduct themselves in a manner befitting their position as elected Cllrs, and to show due respect to each other at all times. He also asked Cllrs to be as brief as possible in their questions and deliberations and to keep the meeting moving along at a reasonable pace.

**112. TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs R Lyon and L Williams and Council resolved to accept these apologies.

**Proposed:** Cllr G Webb

**Seconded:** Cllr S Hibbert

**Resolved:** To approve the apologies for absence

**Majority vote carried**

**113. TO RECEIVE DECLARATIONS OF INTEREST**

There were none

**114. TO RECEIVE QUESTIONS TO COUNCIL BY MEMBERS OF THE PUBLIC**

A member of the public asked about the Village Green Status of The Community Orchard and Cllr G Webb answered that the application had been sent to Devon County Council and Dartmouth Town Council are waiting for a reply from them.

**115. TO APPROVE THE MINUTES OF THE VIRTUAL TOWN COUNCIL MEETINGS HELD ON THE 20<sup>TH</sup> JULY & 31<sup>ST</sup> JULY 2020**

**Proposed:** Cllr G Webb

**Seconded:** Cllr G Evans

**Resolved:** To approve the minutes of the virtual Town Council meetings on the 20<sup>th</sup> & the 31<sup>st</sup> of July 2020

**Majority vote carried**

**116. TO NOTE THE WRITTEN REPORTS FROM:**

**County & District Cllr J Hawkins gave a verbal report, including:**

- The Health and Wellbeing Centre and parking issues flagged by DCC
- The Dartmouth Leisure Centre remaining closed
- The possibility of extending the businesses along the South Embankment
- College Way will be cut four times a year by SHDC
- Speed brakes in Townstal will be sprayed four times a year by SHDC
- Bus shelters have been replaced around Dartmouth
- The Embankment lighting has not been working for a month, half is now working, and Western Power will be fixing the rest asap
- Repairs have been actioned for the Helicopter Tower in Townstal by SHDC
- DCC are resurfacing The North Embankment and Duke Street in November

Cllr A Edsall asked Cllr J Hawkins to clarify the Health and Wellbeing Centre and Park and Ride spaces. Cllr J Hawkins replied that he had spoken about the issue that workers from the Health and Wellbeing Centre would be charged for parking at the Park and Ride so would then end up parking on Seymour Drive, Townstal Road and the new housing estate, therefore residents parking would need to be looked at around there.

Cllr A Edsall said that he had spoken to businesses who were operating on the South Embankment who were very happy with how the season has progressed and that he would support this being an annual event for businesses. Cllr J Hawkins replied that some of the businesses that are operating on the South Embankment would not have the opportunity to do so next year as they are using the pavement and pushing people into the road, which has been noted by DCC.

Cllr Edsall also clarified the proposal for banning campervans along the Embankment and Cllr Hawkins said the proposal was for a 1 hour restriction or an overnight restriction to stop campervans parking for long periods of time.

Cllr G Yardy asked for reassurance that the Health and Wellbeing Centre would not be delayed any further due to the DCC parking issue as it is already 12 months behind schedule. Cllr J Hawkins replied that the issue is going to be addressed in the next few weeks and that a meeting has already been arranged.

Cllr G Webb said he was concerned about the comments that Cllr J Hawkins made on social media regarding DTC not helping Dartmouth Green Partnerships with the watering of the hanging baskets in Dartmouth. Cllr G Webb felt the comments were unfair to officers and staff of DTC who have worked hard to accommodate DGP and have worked with them and to Cllr T de Galleani who, as a member of DGP has been working hard to water the flowers using DTC's bowser.

Cllr J Hawkins replied that the comments were made originally as DGP and DTC had agreed that DTC staff would water the hanging baskets for DGP a few years ago, which has since been withdrawn. Cllr J Hawkins added that he thought it would be good for DTC officers to take the watering back over from DGP as most of the

volunteers are woman and it is too much work for them due to the number of floral arrangements.

Cllr G Webb stated that DTC did supply watering, with two members of staff two days a week through last summer, which included taking on a part time gardener to help with the workload caused by the amount of watering needed throughout the summer. The bowser has been available from April for DGP to use and a member of staff was on hand to help with the watering. DTC do not expect DGP to do everything but were there to help however they could.

**District Cllr R Rowe submitted a written report (Appendix A)**

Cllr G Evans expressed his support to SHDC to get Fusion Leisure Centre opened as soon as possible because of the news that the Dart Marina will not be reopening their spa and leisure facilities.

**District Cllr H Bastone submitted a written report (Appendix B)**

Cllr D Shepherd asked all three district Cllrs about the lift in South Town that has been approved by SHDC planning in Southtown. She added that the application had been turned down she thought four times by DTC. What is the point of DTC having a Planning Committee that listens to the residents of Dartmouth and makes an informed decision if SHDC do not listen to the recommendations given by it and overturn the decisions made? Cllr H Bastone stated that the planning application in question has been put in front of SHDC Planning Committees three times and on two occasions SHDC refused the application. It was approved on the third occasion as significant changes had been made to the plan to make it acceptable to planning officers and planning law.

**117. TO CONSIDER AN AGREEMENT WITH DARTMOUTH GREEN PARTNERSHIPS TO HAVE USE OF THE LAND NEXT TO ROYAL AVENUE GARDENS THAT CONTAINS THE GREENHOUSE.**

This will be discussed at a future Full Council meeting.

**118. TO CONSIDER AN AGREEMENT FOR LOCAL VOLUNTARY ORGANISATIONS TO MANAGE A FLOWER BED IN ROYAL AVENUE GARDENS.**

There was a discussion about the design of the flowerbed in question and how environmentally friendly this would be due to the concrete design and lack of flowers for the remainder of the year.

A representative from the Rotary Club was invited to talk and explain how they had come up with the design.

There was further discussion as to the design of this flowerbed.

The Clerk explained that this agenda item was in fact to consider the agreement for all voluntary organisations and not just for the Rotary Club and said that the design specifics for the Rotary Club (and all organisations) could be worked out.

Cllr D Case asked for Green Flag Status plans to be written into the license.

Cllr Edsall said that any organisations willing to help in Royal Avenue Gardens was a plus and on the issue of the license, if Richard is happy with that then we should approve it.

Cllr de Galleani asked how many beds would be given away to local organisations to manage it, it may become a hotchpotch of design. Cllr Webb clarified it would be done on a case by case basis and everything would be passed via the Town Groundsman.

**Proposed:** Cllr A Edsall

**Seconded:** Cllr G Evans

**Resolved:** To approve the agreement for Local Voluntary Organisations to manage a flower bed in Royal Avenue Gardens, subject to the addition of the aspiration of acquiring Green Flag Status.

**Majority vote carried**

**119. TO CONSIDER SOUTH HAMS DISTRICT COUNCIL'S REVIEW OF PARKING PERMITS AND AGREE DARTMOUTH TOWN COUNCIL'S POSITION ON THIS ISSUE.**

There was a discussion about the review carried out by South Hams District Council (SHDC) of Parking Permits in Mayors Avenue Car Park and how DTC should have an opinion on these issues due to the residents of Dartmouth being affected by it. Cllr C Campos stated that SHDC have proposed to put up the price of the Parking Permits in Mayors Avenue Car Park by a large amount. This has angered some residents of Dartmouth as they feel that SHDC are selling too many permits to the car park, meaning that there are not enough spaces for people who have purchased permits.

Cllr G Evans added that he thought it was morally bankrupt to sell more parking permits than there are parking spaces and if you spend the amount of money on a space, you should be able to park there. Cllr G Evans affirmed that permits should only be sold to people who pay Council Tax or Business rates in Dartmouth and that there should be no car parking spaces for second homes.

Cllr T de Galleani stated that SHDC will do what they need to do, but said that what needs to happen is to have residents parking in Dartmouth for the people who live in Dartmouth.

Cllr Edsall clarified that second home owners do pay council tax.

Cllr D Case added that the permits are going to double in price in the next three years, which is a huge hike in price.

Cllr H Bastone replied that the system at SHDC was that anybody who applied for a permit in the car park received a permit and it has reached the situation where there are too many permits for the spaces available. He also added that the majority of second homeowners rent out their home as a business and apply for small business rates relief and don't actually pay anything towards local facilities through Council Tax as they are exempt.

Cllr G Yardy added that if prices are going to increase for Mayors Avenue then alternative arrangements need to be made that are cheaper for those that cannot financially afford it. This should be done by making the Park and Ride more streamlined and better run so that there is a cheaper option.

Cllr A Edsall suggested that there is an opportunity for residents parking and other parking issues to be looked at by the Neighbourhood Plan group.

Cllr G Webb asked Cllr Bastone to clarify if this was just in the consultation phase and Cllr Bastone confirmed it was and suggested a meeting between officers and Councillors to specifically talk about Dartmouth parking due to the lack of parking

here compared to for example Salcombe and Totnes who have a lot of parking available.

**Proposed:** Cllr G Evans

**Seconded:** Cllr T de Galleani

**Resolved:** That Dartmouth Town Council request a meeting with South Hams District Council subsequent to the public consultation discuss the specific issues with parking in Dartmouth, but in its current state DTC does not support the consultation put forward by SHDC regarding parking in Dartmouth

**Majority vote carried**

The vote was unanimous

**120. TO CONSIDER DEVON COUNTY COUNCIL'S CONSULTATION ON PERMITTING CAMPERVANS TO PARK ALONG THE NORTH AND SOUTH EMBANKMENT AND AGREE DARTMOUTH TOWN COUNCIL'S RECOMMENDATION ON THIS ISSUE.**

There was a discussion about DCC's consultation regarding campervan parking in Dartmouth.

Cllr C Campos stated that if the campervans were only staying for one night, she did not have a problem with them parking in the town as this encourages visitors and spending in the town.

Cllr G Webb added his agreement to Cllr C Campos's point, but voiced concern for the lack of facilities for people with chemical toilets, wastewater, and waste products. The public toilets in Dartmouth are not equipped with these facilities and they can create a lot of mess when disposed of in the wrong way. Cllr G Webb added that if Devon County Council wanted to go ahead with approving this, they should investigate a provision for campervans to dispose of wastewater & chemical waste and rubbish.

Cllr T de Galleani suggested that campervans could park on the Coronation Park side of The North Embankment only, which would limit campervans parking to 8-10 spaces and have them in one area which can be easily managed.

Cllr A Edsall stated that campervans should be permitted to park anywhere in Dartmouth, but they could purchase a 48-hour permit and the money could be used to pay for the extra facilities needed.

Cllr G Evans advised that while the idea of monetisation was appealing, this idea would come with hidden costs. Such as an enforcement officer to check that campervans had not overstayed. Cllr G Evans added that there are many places in Dartmouth for campervans to park, but that they wanted to be on The Embankment because of the view, which is also the view for everyone else.

Cllr C Campos clarified that in the summer the campervans can only park until 11am due to the two hour parking restrictions on The Embankment, meaning they can park at 4pm and stay overnight until 11am and cannot park for the whole week.

**Proposed:** Cllr C Campos

**Seconded:** Cllr G Yardy

**Resolved:** To recommend that DTC do not support permitting campervans to park on The North and South Embankment

**Majority vote carried**

*Cllr D Shepherd left the meeting at 8:30pm*

**121. TO CONSIDER THE COUNCILS SUPPORT FOR THE DARTMOUTH VISITOR CENTRE IN LIGHT OF THE RECENT CREATION OF IT'S NEW VISIT DEVON WEBSITE.**

There was a discussion about the new website that has been set up by the Dartmouth Visitor Centre (DVC) over the COVID-19 period.

Cllr C Campos explained that there were three groups promoting Dartmouth, 1) the 'Dartmouth Visitor Centre', 2) the 'Discover Dartmouth website' and 3) the 'Discover Dartmouth magazine'. Cllr C Campos expressed her concern at the DVC for setting up a new website due to the fact that there is only so much audience and revenue to go around to promote Dartmouth and if there are two websites it dilutes both the audience and revenue share. Cllr C Campos asked why DTC are supporting an outfit that does what it wants without any consultation from anyone else. DVC are always stating that they have no money yet have found £5,000 for a new website.

Cllr G Yardy said that many locations around the country have more than one website and it doesn't damage viewing hits, it actively encourages more website visits and increases value. This also adds a different slant on the marketing of Dartmouth which is an advantage. Cllr G Yardy advised that communication needs to be improved with the DVC and that as an organisation they do need to update and change to create revenues for the future.

Cllr G Evans put forward that at the moment, DVC is enthralled to DTC in order to keep it running which means that DVC goes through processes making DTC aware of their accounts and the amount of money that DTC are giving them. For an organisation that has supposedly provided DTC with full disclosure on all of their accounts to find £5,000 is not proving to DTC that we have a full and clear view of the financials of this organisation and would suggest that the accounts are more closely looked at next year when it comes to grant applications.

Karen Perrow from the DVC stated that during lockdown, the government made grants available to businesses and that the DVC applied for a small business grant and was successful in obtaining a grant of £10,000. The directors decided to try and do something constructive with the grant and to branch out on their own to create a new website rather than being reliant on revenue from Visit South Devon and DTC.

Cllr A Edsall added that over lockdown there had been many meetings by the Dartmouth Recovery Group who all had the same ideas and same vision for Dartmouth and during this time DVC did not mention that they were planning to create a new website.

Cllr H Bastone put forward that 'Visit South Devon' have admitted that hits and advertisers on the website have been decreasing as has the revenue from the website. Visit South Devon had an income of £14,000 from the 'Discover Dartmouth' website, they took £5,000 as a management fee, £1,000 for PR, DVC got £1,000 and £7,000 was taken as profit. Cllr Bastone said that the profit was spent outside of Dartmouth.

**Proposed:** Cllr G Evans

**Seconded:** Cllr G Yardy

**Resolved:** That although DTC had a full and frank discussion about this subject but that there was no need for a vote at this stage.

**Majority vote carried**

*Cllr A Edsall left the meeting at 21:07*

**122. TO CONSIDER ALLOCATING MONEY FOR THE 'DEFIBRILLATORS FOR DARTMOUTH' PROJECT TO COME OUT OF THE PUBLIC PURPOSES SHARE OF THE DARTMOUTH TRUST.**

Cllr D Case recommended that £5,000 be awarded from the Public Purposes share of The Dartmouth Trust for the Defibrillators for Dartmouth project.

**Proposed:** Cllr D Case

**Seconded:** Cllr G Evans

**Resolved:** To allocate £5,000 from the Public Purposes Fund for the Defibrillator's for Dartmouth project

**Majority vote carried**

**123. TO CONSIDER ALLOCATING £1,500 FOR THE 'DEFIBRILLATORS FOR DARTMOUTH' PROJECT TO COME OUT OF DARTMOUTH TOWN COUNCIL'S BUDGET**

Cllr T de Galleani suggested that DTC allocate £1,500 to match the money offered from the three District Cllrs.

**Proposed:** Cllr D Case

**Seconded:** Cllr G Evans

**Resolved:** To allocate £1,500 from the DTC grant fund from this year's budget for the Defibrillators for Dartmouth fund

**Majority vote carried**

**124. TO NOTE THE RECOMMENDATIONS FROM THE FOLLOWING VIRTUAL PLANNING COMMITTEE MEETINGS (with delegated authority):**

- a. Virtual Planning Committee meeting on Tuesday 21<sup>st</sup> July 2020

**Proposed:** Cllr G Evans

**Seconded:** Cllr C Campos

**Resolved:** To note the recommendations from the virtual Planning Committee meeting.

**Majority vote carried**

- b. Virtual Planning Committee meeting on Tuesday 11<sup>th</sup> August 2020

**Proposed:** Cllr G Evans

**Seconded:** Cllr C Campos

**Resolved:** To note the recommendations from the virtual Planning Committee meeting.

**Majority vote carried**

- a. Virtual Planning Committee meeting on Tuesday 1<sup>st</sup> September 2020

**Proposed:** Cllr G Evans

**Seconded:** Cllr C Campos

**Resolved:** To note the recommendations from the virtual Planning Committee meeting.

**Majority vote carried**

**125. TO RECEIVE REPORTS FROM CLLRS, TO INCLUDE REPRESENTATIVES ON PUBLIC BODIES AND ASSOCIATIONS**

Cllr D Case updated Cllrs on the flooding issue that happens on Victoria Road. This will be looked at by the Neighbourhood plan and she will also be in contact with

Devon County Council to see if they have any plans along with South West Waters plans for this issue. This will be looked at in October when all parties are available.

Cllr G Yardy will be meeting with SHDC and other interested parties to discuss electric charging points in the Health and Wellbeing Centre car park in the near future.

**126. ITEMS TO BE INCLUDED ON A FUTURE AGENDA**

There were none.

**127. CONFIDENTIAL**

**Proposed:** Cllr G Webb

**Seconded:** Cllr G Evans

**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.

**Majority vote carried**

*Cllr T de Galleani left the meeting at 21:25*

**PART 2 – Confidential**

**128. TO APPROVE THE APPOINTMENT OF THE NEW ASSISTANT GARDENER**

**Proposed:** Cllr G Webb

**Seconded:** Cllr M Baillie

**Resolved:** To approve the appointment of the new assistant gardener

**Majority vote carried**

*The meeting ended at 21:27*

**Appendix A – Cllr R Rowe August Report**

August has been a busy month at S.H.D.C. We have been having many meetings via Skype, Zoom etc.

We have been working on an amended Budget to see the Council through until the end of this financial year to the 1<sup>st</sup> April 2021 there is at present a shortfall of £1,313,000. We have been through all the possibilities to produce an amended revenue Budget for the rest of this Financial Year. This will be on the agenda for next Full Council Meeting on Thursday 24<sup>th</sup> September 2020 with recommendations to Council from The Executive. The joint meeting of the Over view and Scrutiny Panel and The D.M. Committee met this last week to consider the best options to proceed. The main debate is whether to take monies from unearmarked reserves which currently stand at £ 1.9 million it was at that meeting decided not to use all the monies from unearmarked reserves to prop up the shortfall. We may need to take up £200,000 from this reserve Pot will not do so unless absolutely necessary.

Other matters which occur seemingly in every parish and town are the never ending problems of rubbish, overflowing bins and skips, dog poo bins etc. over hanging trees, bushes and the general state of some areas.

There is a consultation ongoing at present ref Car Parks which Dartmouth T.C. Have on their agenda.

We will be meeting with Fusion representatives shortly and it will be an agenda item for the next Full Council Meeting.

Covid 19 has presented us with many problems but we have managed to keep fairly safe with low number of cases in the South Hams considering the numbers of tourists that we have had visiting us.

I have attended meetings of The Torbay & South Devon Trust .The DAY Surgery unit at the Hospital reopened on the 1<sup>st</sup> September and will be working at full capacity by October. This was the area which was set aside to deal with Covid19 urgent cases and treatment of patients.

The Nightingale Hospital on the outskirts of Exeter is up and running well. So far it has dealt with 900 patients, including cancer patients.

It is the season for The Flu vaccine vaccinations, please be sure to get yours and hopefully stay safe.

Take care ,Rosemary.

#### **Appendix B – Cllr H Bastone July Activity Report**

July. 1. Finance update meeting by Skype.

Weekly Leader/Deputy Leader/Chief Exec/Deputy Chief Exec Skype Briefing.

2. Lower Ferry operation update by Skype.

Executive/SLT fortnightly catch-up by Skype.

Executive weekly chat by Skype.

3. Fortnightly South Hams/West Devon joint Leaders/Deputy Leaders/Chief Exec/Deputy Chief Exec Briefing by Skype.

6. Regenerative Economics discussion by Skype.

Dartmouth Recovery Forum by Zoom.

Business and Place & Environment workshop discussion by Skype.

Dartmouth Town Council meeting by Zoom

7. Stoke Gabriel s106 funding discussion by Skype.

8. Development by Skype.

Member Briefing: Waste Service update by Skype.

Assets update meeting by Skype.

Weekly Leader/Deputy Leader/Chief Exec/Deputy Chief Exec Skype Briefing.

Kingswear Parish Council meeting by Zoom.

9. Recovery Plan: Workshop – Business Theme by Skype.

Recovery Plan: Workshop – Place & Environment Theme by Skype.

Executive weekly chat by Skype.

13. Recovery Plan: Member Workshop – Residents and Community & Partnerships by Skype.

14. Devon Building Control Partnership test meeting by Zoom.

15. Recovery Plan: Member Workshop – Recovery and Redesign by Skype.

Recovery Plan: Member Workshop – Governance and Communication Themes by Skype.

- Weekly Leader/Deputy Leader/Chief Exec/Deputy Chief Exec Briefing by Skype.
16. Overview & Scrutiny by Skype:
- Executive Forward Plan -
    - Homelessness Strategy Action Plan.
  - Waste Service Update - Presentation and Briefing Note.
  - ICT Update.
  - Overview and Scrutiny Annual Report.
  - Task & Finish Group Updates:
    - (a) Locality Service.
  - Annual O+S Work Programme.
- Special Council by Skype:
- Adoption of the Plymouth and South West Devon
    - Supplementary Planning Document (SPD).
  - Climate Change and Biodiversity Strategy and
    - Action Plan Update.
  - Revised Political Composition of the Council.
  - Reports of Bodies:
    - Overview & Scrutiny Panel 27 February 2020.
    - Executive 18 June 2020.
- Briefing on Fusion Lifestyle by Skype.
17. Fortnightly South Hams/West Devon joint Leaders/Deputy Leaders/Chief Exec/Deputy Chief Exec Briefing by Skype.
- Devon Building Control Partnership meeting by Zoom:
- Part I (Open to the Public)
  - Election of Chair and Vice Chair.
  - Apologies for absence.
  - Declarations of interest.
  - Minutes.
  - Local Government (Access to Information) Act 1985 –
    - Exclusion of Press and Public.
  - Annual General Meeting Report.
  - Quarterly Financial Monitoring Report.
  - Part II (Private)
  - Confidential Annual General Meeting Report.
  - Confidential Quarterly Financial Report,
  - Part 2 Operational Report.
- Meeting with Anthony Mangnall by Zoom.
- Finance update meeting by Skype.
20. Dartmouth Town Council by Zoom.
22. Assets update meeting by Skype.
- Weekly Leader/Deputy Leader/Chief Exec/Deputy Chief Exec Briefing by Skype.
23. Audit:
- Devon Audit Partnership - Non-voting partner.
  - External Audit Provision.
  - Ivybridge Regeneration Project.
- Executive/SLT fortnightly catch-up by Skype.

27. Pop-up Business School by Zoom. Welcome over 40 attendees on behalf of SHDC.  
Stoke Gabriel Parish Council meeting by Zoom.
29. Waste Partnership Board meeting by Skype.  
Weekly Leader/Deputy Leader/Chief Exec/Deputy Chief Exec Briefing by Skype.  
Finance update meeting by Skype.
30. Chairman's briefing by Skype.  
Executive meeting by Skype:
  - Executive Forward Plan.
  - Month 3 Revenue Budget Monitoring 2020/2021 (to the end of June 2020)
  - Write Off Report.
  - Changes to Pest Control Service.Special Council meeting by Skype:
  - Reports of Bodies:
    - (a) Audit Committee - 25 June 2020.
    - Fusion Leisure - UpdateAudit Committee meeting by Skype:
  - Draft Statement of Accounts 2019/20 and Draft Annual Governance Statement 2019/20.
  - Annual Report 2019/20.
31. Fortnightly South Hams/West Devon joint Leaders/Deputy Leaders/Chief Exec/Deputy Chief Exec Briefing by Skype.  
Skype meeting with Ivybridge Town Council regarding the Ivybridge Regeneration Project.

**Appendix C – Cllr H Bastone August Activity Report**

- Aug. 5. Member Briefing – Local Outbreak Management by Skype.  
Weekly Leader/Deputy Leader/Chief Exec/Deputy Chief Exec Skype Briefing.
  6. Executive/SLT fortnightly catch-up by Skype.
  14. Fortnightly South Hams/West Devon joint Leaders/Deputy Leaders/Chief Exec/Deputy Chief Exec Briefing by Skype.
  19. Meeting with Dartmouth Swimming Pool Trust by Teams.  
Meeting with Fusion Lifestyle and Dartmouth Swimming Pool Trust by Teams.  
Assets update meeting by Skype.
  20. Executive weekly chat by Skype.
  26. Finance update meeting by Skype.  
Weekly Leader/Deputy Leader/Chief Exec/Deputy Chief Exec Skype Briefing.
  27. Member Workshop: Amended 2020/21 Budget by Skype.  
Executive weekly chat by Skype.
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- July. 1. Finance update meeting by Skype.  
Weekly Leader/Deputy Leader/Chief Exec/Deputy Chief Exec Skype Briefing.
  2. Lower Ferry operation update by Skype.  
Executive/SLT fortnightly catch-up by Skype.  
Executive weekly chat by Skype.

3. Fortnightly South Hams/West Devon joint Leaders/Deputy Leaders/Chief Exec/Deputy Chief Exec Briefing by Skype.
6. Regenerative Economics discussion by Skype.  
Dartmouth Recovery Forum by Zoom.  
Business and Place & Environment workshop discussion by Skype.  
Dartmouth Town Council meeting by Zoom
7. Stoke Gabriel s106 funding discussion by Skype.
8. Development by Skype.  
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Recovery Plan: Workshop – Place & Environment Theme by Skype.  
Executive weekly chat by Skype.
13. Recovery Plan: Member Workshop – Residents and Community & Partnerships by Skype.
14. Devon Building Control Partnership test meeting by Zoom.
15. Recovery Plan: Member Workshop – Recovery and Redesign by Skype.  
Recovery Plan: Member Workshop – Governance and Communication Themes by Skype.  
Weekly Leader/Deputy Leader/Chief Exec/Deputy Chief Exec Briefing by Skype.
16. Overview & Scrutiny by Skype:  
Executive Forward Plan -  
Homelessness Strategy Action Plan.  
Waste Service Update - Presentation and Briefing Note.  
ICT Update.  
Overview and Scrutiny Annual Report.  
Task & Finish Group Updates:  
(a) Locality Service.  
Annual O+S Work Programme.  
Special Council by Skype:  
Adoption of the Plymouth and South West Devon  
Supplementary Planning Document (SPD).  
Climate Change and Biodiversity Strategy and  
Action Plan Update.  
Revised Political Composition of the Council.  
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Devon Building Control Partnership meeting by Zoom:  
Part I (Open to the Public)  
Election of Chair and Vice Chair.

Apologies for absence.  
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Minutes.  
Local Government (Access to Information) Act 1985 –  
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Executive meeting by Skype:  
Executive Forward Plan.  
Month 3 Revenue Budget Monitoring 2020/2021 (to the  
end of June 2020)  
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- Special Council meeting by Skype:  
Reports of Bodies:  
(a) Audit Committee - 25 June 2020.  
Fusion Leisure - Update
- Audit Committee meeting by Skype:  
Draft Statement of Accounts 2019/20 and Draft Annual  
Governance Statement 2019/20.  
Annual Report 2019/20.
31. Fortnightly South Hams/West Devon joint Leaders/Deputy Leaders/Chief  
Exec/Deputy Chief Exec Briefing by Skype.  
Skype meeting with Ivybridge Town Council regarding the Ivybridge Regeneration  
Project.

## Appendix D – Cllr H Bastone Info Reports

### Parking Consultation

Parking consultation South Hams

Following the report to Council in April which recommended a review of parking permits, the public consultation is now due to start for 21 days from the 21 August 2020 closing on the 11 September 2020.

The review, which included increasing the price of permits, eliminating leisure and bowling permits and placing a hold on new sales of permits in Dartmouth and Salcombe with only renewals permitted.

A notice has been placed in the local press, within all the car parks and our website. The consultation will also be promoted on social media. All objections or representations need to be made in writing to the parking team either in writing or by email to

[parking@swdevon.gov.uk](mailto:parking@swdevon.gov.uk)

### Licensing Consultation

Alcohol Licence

An eight week consultation on our Statement of Licensing Policy will begin on 21 August 2020. The policy shapes how the Council makes decisions on alcohol and entertainment licensing and must be renewed every five years.

The new version incorporates updated information due to changes in legislation and statutory guidance and includes new sections on safeguarding and partnership working. We welcome comments from local Members, residents, businesses and organisations within the community. Any comments and proposed amendments received will be considered by the Licensing Committee, to then propose adoption by Full Council in time for January 2021. The consultation will end on 16 October 2020, please email [licensing@swdevon.gov.uk](mailto:licensing@swdevon.gov.uk) if you would like to submit any comments or suggestions for consideration.

### A Helping Hand for Cold Homes

Eligible residents, who are living without gas heating, are being offered the opportunity to benefit from free gas central heating of home heating from South Hams District and West Devon Borough Councils.

The funding for District and Borough residents was gained last year from the Warm Home Fund and it is still available. We would really like to see eligible residents applying as soon as possible.

Further funding from the Councils is used, along with SSE Energy Solution's ECO fund, who are project managing the scheme. Wales and West gas network will contribute by connecting properties to the gas network.

The Councils are targeting residents of households who are struggling to pay heating bills and living in a cold home without a gas supply. The aim is to provide central heating for up to 232 homes.

The project is part of the wider council target of reducing the area's carbon emissions by replacing old inefficient heating systems.

South Hams District Council's Executive Member for Health and Wellbeing, Cllr Jonathan Hawkins, said: "We are really keen that as many residents as possible take up this important scheme in the South Hams so they can benefit from warmer houses. There are too many homes which have out of date heating which can no longer cope.

“If you think you’re eligible for this scheme, or you know someone who is, please get in touch as soon as possible while this money is still available to us.”

The Councils will provide the boilers and central gas heating systems, which will improve both heating and energy efficiency. This is an important step in reducing the areas carbon footprint in inefficient homes.

Applications are welcome from both owner occupiers and also from the private rental sector, who do not have any central heating system (there is a £500 charge for landlords).

Eligibility is dependent on the heating within the home and close to gas network.

Homeowners must be under the housing income threshold of £35,000 p.a.

Local community energy groups Tamar Energy Community and South Dartmoor Energy Community Energy, will be able to give advice to households on energy suppliers and energy efficiency.

Please be aware that the Council will not cold call at homes offering these types of home improvement opportunities. If you are in any doubt, please contact the Council for further information.

West Devon Borough Council’s Lead Member for Wellbeing, Cllr Tony Leech, said: “If you live in a house with no central heating and you are under the household income threshold of £35,000, then please register with the Council so you can take advantage of this opportunity. Remember, if you are a landlord, you can also apply for the scheme as long as your property has the minimum energy rating.”

To find out more about applying for free gas central heating, go to:

[www.southhams.gov.uk/ReduceFuelBills](http://www.southhams.gov.uk/ReduceFuelBills)

### **Consultation webinar on the LGA draft Model Member Code of Conduct**

Thursday 17 September 2020, 6.00pm – 7.00pm

This evening webinar will provide attendees with the opportunity to find out about the background and reasoning behind the drafting of the consultation version of the LGA’s Model Member Code of Conduct. Attendees will be invited to ask questions, give their opinions and make suggestions for alterations to the draft code. The views from these webinars will complement the online consultation questionnaire the LGA is undertaking on the consultation draft Model Member Code of Conduct. We are holding this session in the evening as we understand that many members have daytime working commitments. Officers are also welcomed to attend.

Link:

[https://lgaevents.local.gov.uk/lga/frontend/reg/thome.csp?pageID=332246&eventID=972&CSPCHD=000001000000PplzOIzdZyUaTcy2FpZr\\$PbKOkQ\\_4xeYIHSKQV](https://lgaevents.local.gov.uk/lga/frontend/reg/thome.csp?pageID=332246&eventID=972&CSPCHD=000001000000PplzOIzdZyUaTcy2FpZr$PbKOkQ_4xeYIHSKQV)

### **Solar Panel group-buying scheme will save you money and help save the planet**

Devon’s householders have the chance to help the county become net-zero by joining Devon Climate Emergency’s (DCE) solar panel group-buying scheme.

DCE is made up of Devon’s principle public and private sector organisations, and they have joined forces to draw up a Carbon Plan, the county’s roadmap to carbon neutrality.

The DCE’s latest project is Solar Together and, with group buying experts iChoosr Ltd, they are offering homeowners the chance to buy high quality solar PV more cheaply than if they were buying alone.

Led by Devon County Council, the scheme is partnered by 10 of Devon’s planning authorities, who are all members of DCE’s Response Group (DCERG).

The scheme's partners are East Devon, Mid Devon, North Devon, South Hams, Teignbridge and Torridge District Councils, West Devon Borough Council, Exeter City Council and Dartmoor and Exmoor National Park Authorities.

Solar Together is one of the ways the DCE is helping local people take a positive step to reduce their own carbon footprints.

Research by the University of Exeter shows that 19 per cent of all Devon's carbon emissions are created by our homes, with more than half of those by grid-supplied electricity.

Installing solar panels will reduce the amount of grid-supplied electricity needed for things like hot water, with a transfer to more eco-friendly solar energy.

This scheme follows four similar projects run across the country last year which promise to deliver over 1,300 installations, saving an estimated 28,000 tonnes of carbon emissions from being produced.

If you are interested, the first step is to register for free

[www.solartogether.co.uk/devon/home](http://www.solartogether.co.uk/devon/home) – by registering, there is no obligation to install panels.

A 'reverse' auction involving pre-vetted suppliers will then take place this autumn and the winning bid will be the most cost-effective one for registered residents to then consider.

Registered households will then receive a recommendation, specifically tailored to the details they submitted in their registration.

If they accept the recommendation, the specifics of their installation will be confirmed with a technical survey and then a date can be set for installation.

Dr Phil Norrey, Chairman of the DCERG, said: "The DCE is committed to ensuring that Devon is net-zero by 2050 at the very latest.

"To achieve this, changes will have to be made at all levels, by everyone and every organisation.

"We will all have to take responsibility for our own carbon footprints, work together as a community and make the most of the opportunities that new technologies offer in areas including generating electricity sustainably.

"Solar Together brings together these three key elements, and by investing in a solar PV system, you will be part of the solution and will own your own solar 'power plant' which will continue to help reduce emissions and save you money for at least the next two decades.

"I would encourage any of our residents interested in cutting their energy bills and contributing to tackling climate change to register."

Leader for South Hams District Council, Cllr Judy Pearce, said: "As part of the partnership, we're committed to finding ways to reduce our carbon footprint. We would encourage South Hams residents to sign up and see how collectively we can get a good deal for solar panel installation which will also go some way to reducing the District's carbon footprint. It's a win-win situation."

West Devon Borough Council's, Cllr Mike Davies, Chair of Climate Change Working Group, said: "Solar power is a great way to save money on your energy bills while helping to reduce carbon emissions. This is a great scheme which we're delighted to be a part of, so it's worth registering to find out more."

Marie-Louise Abretti, iChoosr UK Solar Manager added: "With residents of Devon looking for opportunities to reduce their carbon emissions and save on energy bills, the Solar Together group-buying scheme offers a straightforward way to make an informed decision and access a competitive offer from a trusted provider."

To register, go to: [www.solartogether.co.uk/devon/home](http://www.solartogether.co.uk/devon/home).

**Honour your COVID Hero**

If you would like to thank someone for going above and beyond in the past few months, why not nominate them for an Honour.

The Leaders of South Hams District Council and West Devon Borough Council have been so moved by the extraordinary acts of kindness and support that they have seen in their communities, that they have create a special award scheme.

The scheme would see residents, communities and businesses nominated to receive an award under specific categories.

Everyone nominated will be recognised on a special web page, so send in your photos and images, showing what they did. The Councils will each hold an award ceremony to personally thank the award recipients and the Lord Lieutenant of Devon will be notified of their achievements.

Cllr Judy Pearce, Leader of South Hams District Council said: "I am incredibly humbled by the way you all came together to show solidarity through this difficult time. We created these awards as a way of saying thank you and to recognise the huge efforts and sacrifices that you have made"

Cllr Neil Jory, Leader of West Devon Borough Council said: "We have heard wonderful stories of how communities came together to kept people safe and provided support to those people who were shielding, no matter how big or small the task. A huge thank you from me to you. I am sure that there are lots of people out there who would also like to say thank you to those who helped them. So please do nominate those special heroes for an award."

You can nominate someone under one of the following categories. Can you please do this online via this form:

- Community Leadership - example - someone who took on a really big role in leading a response within your area
- Star volunteer – example - someone who was out every day dog walking, collecting prescriptions
- Key worker – example – a key worker who went above and beyond their duty
- Organisation – example – community group or business that went above and beyond
- Innovative wellbeing scheme – example - a scheme that addressed isolation during lockdown
- Keeping spirits up – example - someone who did things to keep people’s spirits up
- Young Community hero - a child, or adult, under 21 who went above and beyond

Please nominate online:

[www.southhams.gov.uk/covid-heroes](http://www.southhams.gov.uk/covid-heroes) and [www.westdevon.gov.uk/covid-heroes](http://www.westdevon.gov.uk/covid-heroes)

You may also be interested to know that the National Honours this year are also recognising the great work that individuals have done through the pandemic, and a special category has been created for contribution to the response to the coronavirus crisis.

Nominate individuals for the National Honours Award -

[www.gov.uk/government/publications/covid-19-honours-nomination-form](http://www.gov.uk/government/publications/covid-19-honours-nomination-form)

**New Recycling Service: Briefings to Town & Parish Councils**

The District Council is keen on engaging with town and parish councils in the upcoming months ahead of the new recycling service coming into effect.

If the town council would be keen on accepting the offer whereby an officer provides a Briefing at one of your meetings, I would be grateful if you could let me know with some potential dates we will then look to make the necessary arrangements.

**Small business grants scheme and the discretionary fund.**

The Government's deadline for applications to both the small business grants scheme and the discretionary fund was 28<sup>th</sup> August.

We have been liaising with our businesses and our Town and Parish Councils (who are also eligible for some of these grants, following a change in Government advice in August) about applying before the deadline. Payments have to be made by the end of September.

For the main business grants, £42 million has been paid out to over 3,700 businesses in the South Hams.

For the Discretionary Fund, £1.4 million has been paid out to 310 businesses. Our allocation is £2.3 million and the remainder will be paid out in September.

**Partners Working Together for Dartmouth Leisure Facilities**

Dartmouth Pool Trust and the Dartmouth Indoor Pool Charity are working closely with South Hams District Council and Fusion to work towards a quick and safe return to service for Dartmouth's Leisure Centre.

Following a constructive meeting between leisure partners on Monday 17 August, discussions were held to look at ways to reopen Dartmouth Leisure Centre as soon as possible.

The partners want to reassure residents that they are working closely together to find a solution as quickly as possible. Any possible options are being explored and the situation will continue to be monitored.

Leisure providers have not received any significant funding, other than the furlough scheme and the availability of loans, while most businesses have been supported in some way by Central Government. This has created very challenging conditions nationally for all leisure providers.

There is only a very small percentage of centres open across the country which demonstrates the challenges faced to the leisure sector as a whole. With 60% fewer users than usual, following some centres' reopening, and predictions of 40% down by the end of the financial year, this issue is sure to continue.

South Hams District Council's Executive Member for Health and Wellbeing, Cllr Jonathan Hawkins, said: "For someone who has fought over many years for our Leisure Centre in Dartmouth to see it closed is frustrating. We will do all we can to ensure with the Pool Trustees and Fusion that our centre is opened as soon as possible."

The District Council, along with the leisure industry, continues to lobby MPs and Central Government for funding and they encourage residents to add their weight to the campaign by lobbying for change alongside them.

You can do this by supporting and sharing the #SaveLeisure campaign launched by Community Leisure UK urging the UK Government to commit relief funding to enable the full reopening and recovery of the public leisure sector.

Craig Davidson, Pool Trustee & Torbay & South Devon Foundation Trust governor, commented: "If it hadn't been for Covid, Exercise on Referral, both in the gym and the pool, would have been up and running in Dartmouth by now," he continued, "we are ready to go with these free schemes to encourage the public to exercise as soon as conditions allow."

Allan Smith, Chair of Dartmouth Indoor Pool Charity, said: “We are doing all that we can to support Fusion and SHDC to reopen Dartmouth leisure centre’ and added, “SHDC has been very supportive but the Sport and Leisure industry really needs Central Government support.”

Anthony Cawley, Director of Operations for Fusion Lifestyle, said: “We know our leisure facilities are really important for the health and well-being of the local community and we have been working in partnership with South Hams District Council and the Pool Trustees to get Dartmouth open again as soon as it is safe and viable to do so.

“We hope the residents of Dartmouth will bear with us whilst we implement our reopening plans and they can soon enjoy their centre once again.”

### **Eviction Ban – Are you Affected and Can We Help?**

South Hams District and West Devon Borough Councils are urging landlords and tenants affected by coronavirus and the eviction ban to contact them as soon as possible.

The Councils are extremely supportive of the move to extend the ban by a further four weeks, which will help to support those who have become financially vulnerable. They know that these changes will have an impact on landlords who are not receiving their rent payments in full, as well as on tenants who are struggling to pay their rent or arrears. To make sure that vulnerable households are protected as much as possible, the Councils are calling on landlords and tenants who are experiencing difficulties to contact their dedicated Housing Advice Team for advice and support.

Back in March, the government announced measures to protect renters and landlords affected by coronavirus. As a result, for three months, no renter in either social or private accommodation could be forced out of their home during the height of the Covid pandemic. As the eviction ban was due to come to an end, it created further uncertainty for those severely financially affected by the virus. However, the government’s announcement on 21 August has meant there will be a further four week extension on the ban on evictions. In addition to the extension on the ban, the government intend to require all landlords to issue a minimum of six months’ notice of eviction. While the longer notice period offers welcome respite to vulnerable households during the colder months, we recognise the impact this may have on landlords and would encourage landlords to make contact with us in cases where rent arrears may be causing financial hardship.

While the Housing Team cannot guarantee financial support in every single case, they are very often able to support households on low incomes to meet their rent obligations in the short term. Further help can also be given with rent arrears to lessen the impact and pressure these changes may have on both landlords and tenants.

Only those cases involving anti-social behaviour and domestic abuse offenders, are exempt from the protection, until at least the end of March.

Cllr Hilary Bastone, South Hams District Council’s Executive Member for Homes, said: “This is a very welcome extension to the eviction ban but we know that while welcomed by some, it may cause difficulties for others.

“We want to help anyone who needs support if they are having difficulties meeting their financial obligations. This is a welcome reprieve for most and we urge you to take advantage of the eviction ban extension and get support from the Housing Team.”

Cllr Debo Sellis, West Devon Borough Council’s Lead Member for Homes, said: “I’m very pleased that we continue to help and support those tenants and landlords who have

suffered hardship. The team is friendly and approachable and will do everything they can to support you, so please do get in touch with them.”

Residents can contact the Housing Advice Team at: [housing.advice@swdevon.gov.uk](mailto:housing.advice@swdevon.gov.uk)