



# Brixham Town Council

## Minutes of the Meeting of Brixham Town Council

held in the Function Room, Brixham Town Hall; 22<sup>nd</sup> February 2018 at 7.00pm

**Present:** Cllrs P Addison, I Carr, R Clarke, S Clutterbuck, D Giles, J Regan, J Stock and J Wilbraham.

**Attending:** Tracy Hallett, Town Clerk, and 5 members of the public.

Representatives from the Cleaner Coast Initiative introduced themselves and explained the work that they do including the area that they cover. They are formed by a number of organisations and they are all volunteers. The group has arranged clean ups with the last one being in January 2018 which saw the largest number of volunteers to date. Their aim for this year is to keep the activities going and continue to work closely with Marine Conservation Society, Surfers Against Sewage and Keep Britain Tidy. They do not currently have any financial backing but have applied to various grant funding organisations.

Councillors were given an opportunity to ask questions.

**18015. Apologies for absence through the Clerk.**

Apologies received from Cllrs Campbell, Day, Morey and Stockman as well as Ward Councillors Ellery and Haddock.

**18016. Declarations of Interest in items on the agenda.**

None

**18017. To consider any requests for dispensation.**

None.

**18018. To confirm and sign the minutes as a true record of the meeting held on 18.01.18.**

The minutes and the confidential notes of 18.01.18 were **resolved** and signed as a correct record.

**18019. To ratify the 2018/19 Budget**

An error had been discovered in the calculation of the percentage increase for the 2018/19 budget. Instead of the announced 7.24% the increase would have been 14.52%. The F&GP had reconsidered the budget following the discovery of the error and a recommendation was made to Full Council to transfer a further £10,000 from the reserves which equates to an increase of 10.58% from the 2017/18 budget.

Cllr Giles proposed the following motion:

This council notes the inaccuracy in the 2018/19 budget reflected in report 06/2018 dated 18<sup>th</sup> January 2018 and resolves to accept the amendment as presented this evening by increasing the amount of reserves by an additional £10,000.

The motion was seconded and a vote took place unanimously **agreeing** to the motion.

The resolved 2018/19 is as follows:

	<b>Budget 2017/18</b>	<b>2018/19 Budget</b>
<b>INCOME</b>		
Allotments	£3,800.00	£3,800.00
Newsletter Advertising	£5,000.00	£4,000.00
Projects	£0.00	£0.00
Seasonal Income	£1,170.00	£1,170.00
Shoalstone	£0.00	£0.00
Town Hall (Rent & Room hire)	£70,000.00	£70,000.00
Information Point	£3,750.00	£1,800.00
Interest	£0.00	£1,000.00
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	£83,720.00	£81,770.00
Precept	£253,972.00	£280,852.00
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	£337,692.00	£362,622.00

## **EXPENDITURE**

### *General Administration*

Audit	£1,600.00	£2,000.00
Bank Charges	£92.00	£92.00
Civic Award	£100.00	£100.00
Civic Service	£850.00	£850.00
Courses	£800.00	£800.00
Election Expenses	£0.00	£0.00
Information Technology	£3,400.00	£1,000.00
Meetings	£1,900.00	£1,900.00
Member Allowance	£1,500.00	£1,500.00
Newsletter	£11,800.00	£11,800.00
Noticeboards	£0.00	£0.00
Post and Carriage	£850.00	£750.00
Professional Fees	£1,000.00	£1,000.00
Public Notices	£250.00	£250.00
Salaries: Cost of Employment	£107,500.00	£94,000.00
Stationery	£2,500.00	£2,000.00
Subscriptions	£2,600.00	£9,000.00
Travel	£400.00	£400.00
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	£137,142.00	£127,442.00

<i>Community Projects</i>		
Brixham Does Care	£5,000.00	£17,000.00
Brixham Heritage Museum	£4,000.00	£15,000.00
General	£13,635.00	£15,000.00
Theatre		£6,000.00
Youth Genesis	£4,365.00	£8,680.00
Community Bus		£10,000.00
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	£27,000.00	£71,680.00
 <i>Council Services</i>		
<i>Lengthsman</i>		
Equipment / Materials	£3,000.00	£2,000.00
Vehicle Insurance / Maintenance		£1,500.00
Salary: Cost of Employment	£0.00	£8,000.00
<i>Information Point</i>		
Salary: Cost of Employment	£8,000.00	£8,000.00
Office Supplies	£8,250.00	£1,500.00
Kiosk	£3,750.00	
<i>Other Projects</i>		
Planning and Regeneration Budget	£2,500.00	£0.00
Community Services Committee Budget	£2,500.00	£0.00
Youth Projects	£1,000.00	£0.00
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	£29,000.00	£21,000.00
 <i>Premises</i>		
Town Hall:	£0.00	£0.00
Health & Safety / Fire Prevention / Scheduled Inspections	£16,000.00	£16,000.00
Insurance	£4,000.00	£4,500.00
Rates	£6,000.00	£15,000.00
Repairs and Renewals	£17,550.00	£17,500.00
Service Level Agreements	£26,000.00	£26,000.00
Utilities	£27,000.00	£23,000.00
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	£96,550.00	£102,000.00
 <i>Community and the Environment</i>		
Allotments	£3,500.00	£3,500.00
Community Events	£10,000.00	£10,000.00
Grants	£20,000.00	£15,000.00
Foodbank	£2,000.00	£2,000.00
Seasonal Displays	£20,000.00	£20,000.00
Shoalstone Pool	£12,500.00	£10,000.00
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	£68,000.00	£60,500.00

Total Expenditure	£357,692.00	£382,622.00
Less Income	£83,720.00	£81,770.00
From Reserves	£20,000.00	£20,000.00
Precept	<b>£253,972.00</b>	<b>£280,852.00</b>

The statement for inclusion into the Torbay Council Performance and Council Tax summary leaflet was corrected to reflect the new precept value of £280,852.

**18020. To hear a report from the Police**

PC Thomas presented the crime figures to the meeting for the last three months. A new crime that is now being recorded is sexting and PC Thomas advised that when this is recorded it goes against three different categories and therefore the statistics looks high.

PC Thomas also confirmed that they have now been allocated an ANPR which they can use on a more regular basis. However, it is not permanently located in Brixham.

*Standing orders were suspended*

Councillors and members of the public were given an opportunity to ask PC Thomas questions.

*Standing orders were reinstated*

**18021. To present the grant award to Brixham Pirate Festival**

A grant cheque for £5,000 was awarded to Brixham Pirates. The grant will be taken from the Community Events fund.

Brixham Pirates thanked Brixham Council for the grant. They also advised that the Torbay Development Agency had granted Brixham Pirates £2,500 following the confirmation of grant funding from Brixham Town Council.

**18022. To consider becoming a Plastic Free Town**

Cllr Carr proposed the following motion

That this Council sets up a working group to explore the various options open to the community of Brixham in combating plastic pollution.

Cllr Carr also advised that he hoped Torbay Council would be part of the working group. Members are all aware that they are working on an initiative which is also being discussed at their Full Council meeting.

The motion was seconded and a vote took place unanimously **agreeing** to the motion.

**18023. To consider recommendations from the Evaluation Committee**

To adopt the Stress Policy, Role of Responsibilities on Outside Bodies and the changes to the In-Kind Support Policy

It was **resolved** to adopt the policies.

**18024. To hear reports from the Committee Chairpersons**

Community Services Committee

Nothing to report. The next meeting will be held on Monday evening.

Planning Committee

The committee continue to comment on live planning applications and actively refer to policies within the Brixham Peninsular Neighbourhood Plan as that plan progresses towards adoption. The committee is also continuing to work towards the implementation of an Article 4 Direction for Brixham Town Conservation Area.

Highways issues have again been highlighted. And again, lack of funds at Torbay Council due to government austerity is hampering both dealing with new issues and enforcement of existing regulations.

Members were also advised that Brixham Town Council has been notified that capital investment has been found by Torbay Council to fund a community bus that will reconnect the community with Torbay Hospital.

Finance and General Purposes Committee

The interactive kiosk has been ordered and will be installed early March. A soft launch will take place as soon as this is installed with an official launch after the Easter school holidays.

A grant has also been given to Brixham Town Council's Community Healthcare working group for £3,000, which will support their aim to launch a website, cover volunteer costs for run training courses.

Evaluation Committee

They are continuing to review and introduce policies. They have agreed to set up a working group to prioritise projects for the new financial year, taken from the Strategy Document.

They have agreed to appointed an Information Assistant. The post will be advertised internally and if this is not filled, it will be advertised externally. The post of Administrative Assistant is being advertised and interviews will be taking place shortly.

Town Hall Sub Committee

An interim market manager has been appointed for a three month trial. The new Brixham Theatre CIO are working hard to start on 1<sup>st</sup> May and hope to produce a business plan for the Sub Committee to consider.

**18025. To hear reports from the Community Healthcare Working Group**

No report available.

**18026. To hear a report from Shoalstone Pool CIC**

It was reported that SPCIC are looking at various income streams to help make the pool sustainable. They are also looking at updating the toilets and staff recruitment. They have appointed an acting Chair and Vice-Chair, whilst the Chair is on maternity leave. They have also agreed to advertise for a new Director.

They are also looking at advertising, banners, increasing the beach huts and tidying up the site. They are looking to hold more events as well as link up with

events that are taking place in the Town to ensure the pool is used more throughout the season.

It was noted that the lease for the café had still not been agreed as well as the car park management. However, the overflow car park agreement is close to being resolved.

**18027. To hear a report from the Brixham Peninsula Neighbourhood Forum**

Members were advised that Torbay Council had agreed to pay the £10,000 owed to Brixham Peninsula Neighbourhood Forum.

**18028. To present items for the next agenda.**

- Information Point (possible)

The meeting closed at 8.15pm.

**Chairperson .....**

**Date.....**

## **Brixham Chamber of Commerce Executive**

At the most recent meeting of Brixham Chamber of Commerce's Executive Committee the principal matters for discussion were the forthcoming Annual General Meeting of the organisation and the public misrepresentation of the Chamber's position regarding funding support for the Pirate Festival in May.

- The Executive were concerned that despite being one of the most successful Chambers of Commerce in the South West there remains a lack of membership interest in taking up posts on its Executive Committee. After a lot of soul searching all of the current Executive are offering to stay in post for a further year but there will also be a concerted drive to populate the role of Secretary as the Chairman has covered both roles in the past year but business commitments preclude this being a possibility going forward.
- The organisers of the Pirate Festival had publicly misrepresented the position of the Chamber of Commerce over their lack of support for this year's event. The reality is that funding was provided in April 2017 for last year's event and the organisers came back for further funding just 6 months later, at a time when Chamber finances were in a difficult position as a result of bad weather affecting market trading in 2017. They were told that the matter would be considered in the New Year, ahead of the scheduled Festival but BCC were publicly criticised for their "failure" to back the event and members agreed that this misperception should be addressed through various media outlets. The Executive were informed that a few members had lapsed their membership as a result of the misreporting.

The other matter of note to Brixham Town Council is that members asked questions about the planned Information Point which it was not possible to answer regarding content and advertising sources.

Members ask questions, made suggestions and commented as follows:

- what sort of fanfare will accompany the launch of the information point?
- what information will the interactive kiosk display?
- can we provide them with an early warning of the content so that they can direct members to its availability and usefulness?
- there are still stands available at the forthcoming English Riviera Tourism Company Trade Show on 8th March. Members suggest that we contact Angela Wright on 296296 or 07713 880558 and book a stand at a cost of £95 in order to promote the information centre around the bay and to make contact with the new company in order to forge a relationship with them to complement their work in the Bay.
- Alex Foley of the Guardhouse Café says that business will be interested in advertising once there is data on the amount of usage of the interactive kiosk and the information centre in general. What methodology will we be employing to provide this information
- Will tourists be directed towards Middle Street as well as other parts of the town?

## Car Park

At the Chamber Executive meeting on Thursday 11<sup>th</sup> January 2018 members discussed ongoing concerns surrounding car parking in Brixham and resolved to continue pressing for a sustainable solution to the volume of spaces, charges and monitoring and will continue to press Councillors and the Highways Department of Torbay Council for improvements.

## Oxen Cove

Some discussion took place about the future of Oxen Cove and the necessity for Torbay Council to hold meaningful consultations with the community while recognising that the area has long been earmarked for development.

## Executive 2018/19

The executive noted that there has been no interest shown by members of Brixham Chamber of Commerce in standing for posts at the forthcoming AGM. The current Executive will therefore put themselves forward for appointment although they all recognise that some adjustment to their structure will be needed to ensure a proper balance between their commitment to the Chamber and their own business interests.

### **Brixham Does Care**

Thanks were recorded to BTC for the grant received this was much appreciated and an enormous help to them.

Membership fees had been increased this year from £7.50 to £10 a year, it had been feared that this would result in a loss of members, but this had not been the case.

An update on the new Health Hub was given with demolition of the old building has started.

Discussion on the recurring problems with the minibus mechanics took place. It has had a series of mechanical problems, resulting in trips having to be cancelled, causing disappointment to members and costly repairs. It was decided to look into the costings of leasing or purchasing a replacement.

To start BDC 40th anniversary year celebrations a 'Last Night of the proms' event was held on Friday 9th February featuring Brixham Town Band with a fish and chips supper.

### **Brixham Fairtrade Working Group**

A meeting was held on the 8th January, I was unable to attend.

The Fairtrade light lunch on the 27th February is being hosted by BTC for Victor Biwot of SIRCET (Street Outgrowers Empowerment Producers Co-operative) Nandi Hills Western Kenya and Mrs Esther Chepkuory who is a small scale tea grower and founder member of the co-operative. The light lunch will take place at 11.45am in the Christian Community Centre and all Councillors are invited.

### **Brixham Museum**

Museum are eagerly awaiting the opening of the Information Point. They have a newly decorated reception area and a new display for the Mayflower model.

### **Community Flood Plan**

The Clerk met with the group recently. The group require more warden volunteers and further support from the Town Council in regard to insurance. The Clerk is dealing with these queries so that it can be reported back to Council.

### **Community Partnership**

Nothing to report.

### **DALC Larger Councils**

Nothing to report.

### **Torbay Council Events Forum**

Nothing to report

**Youth Council**

Suggestions are being forwarded to the Town Council from Brixham College and Councillor Giles is helping with their requests, where possible.

**Brixham Future**

Brixham Future are currently discussing D-Day Anniversary Commemorations and Planters in the central car park. They have now finished the mural work which can be seen on buildings at The Strand and Fore Street.