

Brixham Town Council

Minutes of the Meeting of the Community Services Committee held at Brixham Town Hall on 14th January 2019 at 7.00pm

Present: Cllrs P Addison, J Wilbraham, J Stockman and J Regan

Also present: L McGuirk, Deputy Town Clerk and one member of the public.

19000. To accept apologies for absence.

Cllrs Campbell, Morey and Clarke

19001. To make any Declarations of Interest.

None.

19002. To consider any requests for Dispensation on agenda items.

None.

19003. To agree the minutes of the meeting held on the 29th October 2018

The minutes of the meeting held on the 29th October 2018 were agreed subject to a minor amendment, that Cllr J Stockman was in attendance. The minutes were signed by the Chairperson. All **agreed**.

19004. Lanterns, Lights & 'luminations event 2018.

Members discussed and reviewed how the event had gone. The deputy clerk advised members of Torbay Council events team, Highways, Public Safety Advisory Group, Brixham Harbour Authority and the Chamber of Commerce had all been invited to attend this evenings meeting or submit feedback by email. One response had been received from the Events team notifying that they had not attended the event so were unable to provide feedback.

It was agreed the event had been a huge success despite the wet and windy weather. It was noted some traders/ rides did not attend due to the weather, but that the quality of stalls and traders on the day was very high.

- Medical: No instances reported.
- Fireworks: Great display and no instances reported. The Clerk and Deputy Clerk and Deputy Harbour Master liaised throughout the day with the Fireworks team regarding the wind speed.
- Emergency Services: A fire engine required access through the event, travelling along Middle Street and the Strand during the busiest time and just behind the Lantern Parade. No problems with access despite the volume of pedestrians.
- Road Closure: fewer problems than normal, Born Hectic managed the closure very efficiently. Problems arose in the following areas:
 1. Vehicles accessed the area in front of the New Fish Quay as parade was congregating, accessed through Overgang Road Closure
 2. Vehicle appeared at the junction with Churchill East and Market Street as Lantern Parade was passing
 3. Van appeared on the Strand, following a gig in a café on Pump Street. The van waited on the Strand for the Lantern Parade to pass before departing along Middle Street. This coincided with the Fire Engine.

- Lights: No problems reported with the Christmas light displays this year.
- Middle Street Traders: have purchased the small Christmas tree's and have made their own arrangements for storage.
- Christmas Tree: The tree received lots of praise from the community. The new lights worked well following the initial problems. A carol service was held around the tree on the 22nd December, organised by the family who donated the tree and a resident. It was reported the carol service had been well attended.
- Events Company: Partnership worked very well. A good working relationship between the Town Council and Born Hectic. The Town Council Officers are working very long hours on the day due to the size of the event and popularity of the Lantern making workshop. It was **agreed** to appoint Born Hectic to manage the event in 2019.
- Lantern Making Work shop: The workshop was incredibly busy, despite the torrential rain the workshop was busy from 10:00 with people being turned away at 13:00. Materials and resources were demolished. The workshop co Ordinator had managed to source more materials from nearby Charity Shops. It was **resolved**, due to the continuing success, to hold the Lantern Making workshop on Saturday 23rd November 2019 in the Scala Hall and appoint Mrs R Swain to run the workshop.
- Donations: The total amount of donations received from local traders was £2,240.00 (compared to £1915.00 in 2017)
- Collecting buckets: The total amount collected on during the event was £772.43
- Date for 2019: Saturday 23rd November.

To hear an update on the Seasonal display budget:

Members were handed a copy of the seasonal display budget 2018/19 for discussion.

It was **agreed** to recommend to the Finance & General Purposes committee to ringfence the remaining seasonal display budget of £2,040.23 for the following:

- To negotiate and appoint Mrs R Swain to run the Lantern making workshop on Saturday 23rd November 2019.
- To negotiate and appoint Born Hectic.

The Clerk was given delegated powers to negotiate best price for the Lantern Making Workshop and the hire of the Events Company. All **agreed**.

19005. Dog issues report 02-2019

Members discussed report 02-2019. It was **resolved** to accept the recommendations contained in the report.

Further to this a letter should be sent to Torbay Council's Community Safety team and copied to Cllr Robert Excell, raising concerns regarding corporate signage across the Bay relating to dogs on the beach.

Members requested the dog warden provides more detail:

1. Where does dog warden patrol in Brixham? Do they follow a set route?

Members requested the deputy clerk contact the Harbour Master, as the Breakwater Beach falls under the responsibility of the Harbour Authority, to gain the Harbour Masters support. All **agreed**.

19006. WW1 Tea Dance

The event, held on the 10th November, was hugely successful and well attended by the community. Several letters of thanks have been received. Scala Hall looked amazing.

19007. Litter scheme

Members were advised an article has been published in the January Signal to gauge support for the scheme. Await feedback from Signal before progressing.

19008. Snow Warden scheme/ Brixham Emergency working group

The deputy clerk has contacted Devon County Council (DCC) to enquire about snow warden training. DCC confirmed they are unable to offer any training to the town council as we are under the responsibility of Torbay Council.

The deputy clerk has arranged a meeting on Friday 18th January with Torbay Council Emergency Planning Officer to discuss the scheme and find out what training opportunities and support Torbay Council can provide.

19009. Review the latest edition of the Signal Newsletter

Members reviewed the January 2019 Signal and made no comment.

19010. Youth Genesis Trust

Members were informed the deputy clerk had recently met with a representative of Youth Genesis. This was an informal meeting and an opportunity to discuss partnership working opportunities:

1. Youth Genesis to run Lantern making workshops, 6 weeks prior to event.
2. Offer volunteer development/ training for stewards assisting with our Lanterns, Lights & luminations event.
3. Possible involvement with litter picking scheme.

19011. D Day

It was **resolved** to lift standing orders to allow a representative of BrixhamFuture to speak to Councillors regarding D Day events being planned for the 75th Anniversary.

Members discussed the various ways the Town Council could participate. It was **agreed** to make the following recommendation to the Finance and General Purposes committee:

1. Raise the profile of the event through the April Signal.
2. That the Town Council sponsors an official event taking place at the Rugby Club on the 6th June 2019 up to £1000.

Standing orders were reinstated.

19012. Brixham Does Care - Annual report

Annual report was discussed and noted.

19013. Brixham Heritage Museum

Financial report discussed and noted.

19014. To hear an update on the Lengthsman

- **Equipment issue:** The Multi tool has been collected from the repair shop, unrepaired. The parts required have been ordered and the Facilities manager will carry out the repair. It was noted that this is a temporary repair and a new strimmer will be required at some point.
- **Budget update:**
What was budget? Noted – current budget to members - written update for next meeting.
- **Service Level Agreement (SLA):** The SLA with Kingswear Parish Council (KPC) is due to expire on the 31st March 2019. The deputy clerk is liaising with the clerk at KPC to arrange a meeting to discuss the renewal of the contract.

19015. Date of next meeting

The next Community Services Committee meeting will be held on Monday 25th February 2019.

19016. To put forward items for the next agenda.

- CERT
- Lengthsman
- Red Telephone Box project
- Lanterns, Lights & 'luminations
- Waste working group
- RNLI presentation
- D Day June 2019
- Dog Fouling update
- Public Safety Advisory Group.

There being no further business Chairperson closed the meeting at 20:45

Chairperson.....

Date.....