



# Brixham Town Council

## Minutes of the Meeting of Brixham Town Council

held in the Function Room, Brixham Town Hall; 14<sup>th</sup> March 2019 at 7.00pm

**Present:** Cllrs P Addison, I Carr, R Clarke, D Giles, M Morey, J Regan and J Stockman

**Attending:** Tracy Hallett, Town Clerk, Cllrs V Ellery, R Haddock and 8 members of the public.

Cllr Regan welcomed members of the public to the meeting.

Members were given an opportunity to ask questions.

Members heard a presentation from Torbay Community Development Trust on their Torbay Over 50's Assembly Project. They advised members that there are opportunities of becoming a Town Assembly Member and they will then set up an Assembly Action Group in each town providing the opportunity for older people to shape key decision-making.

Members had an opportunity to ask questions about the project.

Cllr Regan congratulated the Brixham and Paignton Neighbourhood Police Team for their award

**19015. Apologies for absence through the Clerk.**

Apologies were received from Cllrs Campbell, Clutterbuck, Day, Stock and Wilbraham.

**19016. Declarations of Interest.**

None.

The book was available to sign.

**19017. To confirm and sign the minutes as a true record of the meetings held on 24.01.19.**

The minutes of 24.01.19 were **resolved** and signed as a correct record with the following corrections:

Page 1: Remove "Rosemary" and replace with "Clarke"

Page 2: 19005 para 2: remove "Local Authorities" and replace with "Torbay Council". Remove the sentence "It needs to be done for the right reason and not to give Torbay Council the opportunity to pass services on in order to save money".

Page 7: Youth Genesis para 3: Change £11,2505 to £112,505

**19018. Banks.**

The Town Clerk presented report number 17-2019 to Members. Members raised concern that the Post Office will become too busy at peak times and may not be helpful to those that work. They asked:

- what assurances there are that Lloyds Bank will remain in the Town

- if there was an opportunity for banks to have a shared premises for multiple banks

Cllr Morey proposed:

1. That this council regrets the loss of all but one high street bank in Brixham and calls on Lloyds Bank to retain its premises in Town.
2. That this council uses all of its resources to advertise the services of the Post Office to residents.

Seconded by Cllr Stockman

Members were advised that Post Offices will take appointments from businesses who require large quantities of cash.

A vote took place on the two motions. The motions were carried.

**19019. Torbay Waste Management.**

Cllr Giles gave a background on the discussions and decision made by Town Council and proposed that the Community Services Committee sets up a waste management working group.

Members voted on the following motion:

This Council notes the decision made at the Full meeting of Torbay Council held on Thursday 21<sup>st</sup> February to dispense with the services of TOR2 when the contract with that company in July 2020 and RESOLVES to:

Cautiously welcome their intention to form a wholly owned subsidiary to directly deliver the waste and recycling services currently provided by TOR2.

Brixham Town Council further RESOLVES to encourage Torbay Council to include the provision of environmentally friendly Solar Powered Bins around the Bay under the auspices of its Transformation Project when the company has been formed and is operational

A vote took place on the motion. The motion was carried.

**19020. To consider recommendations from the Town Hall Sub Committee.**

Cllr Giles read out the recommendations from the Town Hall Sub Committee and advised that the three successive Market Managers had all started well but failed to sustain a successful market beyond a short time period.

The recommendations are as follows:

- 1) Giving the market a new identity with a sustainable and vibrant theme based on option one of the report (08a-2019)
- 2) Adopting the new stall holders pack
- 3) Agreeing a fee of £6 per table per day and £30 per day for the kitchen which should be reviewed annually. This includes the entitlement for stall holders to have 4 free weeks in any one financial year for the purpose of holidays based on receiving a minimum of 14 days written.
- 4) Employing a Market Manager

- 5) The Evaluation Committee considering and agreeing the salary and job description for the Market Manager

Cllr Stockman proposed an amendment to item 4 as follows:

- 4) Investigate employing a Market Manager

Cllr Clarke seconded the amendment

Members voted on the recommendations with the amended item 4. The motions were carried.

**19021. To consider recommendations from the Evaluation Committee.**

Paternity

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

Grievance

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

PAT

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

**19022. To consider recommendations from the Finance and General Purposes Committee.**

The Clerk advised that additional information had been received which should go back to the Finance and General Purposes Committee for consideration prior to Full Council discussing the item. It was agreed to defer the agenda item.

**19023. Community Healthcare Working Group**

Cllr Stockman reported that the next three meeting dates have been agreed. Ongoing discussions are taking place between the Town Clerk and representatives of the group in regard to the Terms of Reference.

They have agreed to meet a fortnight before the Town Council meeting to ensure a smooth decision-making process.

Cllr Stockman recommended that Mr Honeywill from Torbay and South Devon NHS Foundation Trust makes an application to the Improved Better Care Fund for £5,000 for the Brixham Bee Well Project on behalf of the working group.

Cllr Morey seconded the motion.

The motion was carried.

**19024. Neighbourhood Plan.**

It was **resolved** to suspend Standing Orders to allow a representative from the Neighbourhood Forum to address members.

Cllr Stockman reported that there is a referendum on 2<sup>nd</sup> May and stressed the importance of voting. Cllr Stockman asked that all members speak to as many of their contacts as possible to encourage residents to vote.

A representative spoke on behalf of the Neighbourhood Forum and advised that they would like to spend their remaining funding to educate the residents about the neighbourhood plan.

Members were reminded that from 19<sup>th</sup> March the Town Council's Neighbourhood Forum will be restricted by Purdah (pre-election period) and will only be able to speak positively about the plan and not emphasising the need to vote. He went on to advise members of the work the Neighbourhood Forum have been working on and reports that have been carried out on their behalf.

Members were made aware that not all the current documents have been uploaded to Torbay Council's website with Torbay Council referring to a superseded habitats document rather than the approved document as resolved at a Torbay Council meeting.

The following motion was proposed:

The Town Council requires clarity from Torbay Council's reference to the updated Aecom Habitats Regulations Assessment including Appropriate Assessment dated November 2018.

At the request of Torbay Council, the submitted Aecom Habitats Regulation Assessment dated August 2017 for the People-Over-Wind (POW) decision was updated. This updated document also reflects the post examination neighbourhood plan.

This document was correctly provided to Torbay Council in advance of the 15<sup>th</sup> November 2018 meeting on the Neighbourhood Plan and needs to be referred to as a matter of urgency.

It is recognised that Torbay Council have to comply with statutory obligations to publish the approved Neighbourhood Plan documents six weeks prior to the referendum and we therefore seek urgent clarification to the above prior to Tuesday 19<sup>th</sup> March.

The motion was carried.

*It was **resolved** to extend the meeting by 20 minutes*

*It was **resolved** to reinstate Standing Orders.*

#### **19025. Shoalstone Pool.**

- Friends of Shoalstone Pool fundraiser - Lypstone Military Wives choir on Saturday 30<sup>th</sup> March Methodist church at 7.00pm. Tickets £10.00
- Caretaker – unfortunately the appointment of caretaker failed and will have to be repeated.
- Lifeguard team – 7 young local people being interviewed over weekend
- Volunteers – more have been recruited including a 78 year old local man who was supposed to be at pool logging volunteers in and out but could not stop himself from grabbing a brush and joining in
- Beach huts – the charge for wooden ones has been increased to £430 (wooden) and £275 (cement), but if paid before 24<sup>th</sup> March the fee will be

discounted to £400 and £250. If no payment is received by 1st April then we will offer the beach hut to next person on waiting list.

- Car parks – TDA acting on behalf of Torbay Council have drafted a management agreement in which they propose to charge £1,500 management fee for doing nothing as SPCIC will have total responsibility for car parks. Cllr Haddock has been helping us to get a better deal.
- Shoals café – the tenants have put in decking on top of the existing cement seating area of the café without any discussion with SPCIC. They have been asked to provide evidence that building regulations, planning requirements (Shoalstone Pool site is in a Conservation Area) and wider health and safety requirements have been fully taken into account.
- Repairs to damage on pool decks and basin – contractors have been invited to inspect and give us quotes to do repairs.
- Web page – someone who knows what they are doing have changed settings so people can no longer keep sending spam messages.
- Memorial benches – one was damaged and before we could carry out repair someone from Torbay Council did it.

#### **19026. To hear reports from the Community Chairpersons.**

##### Community Services Committee

Cllr Addison commended Mr Billings and Cllr Stockman for their report to the Town Council on the Neighbourhood Plan.

The Community Services have recently:

- Heard a presentation and agreed to support the 'Lighting up Brixham'
- Discussed the Lanterns, Lights and 'luminations 2019 event
- Appointed Born Hectic
- Agreed to renew the lease for the Christmas Lights storage
- Agreed to the purchase of new bunting
- Discussed the Keep Brixham Beautify initiative. The trial taking place on Saturday 6<sup>th</sup> April.
- Heard an update on the Town Emergency Plan
- Heard an update on the Lengthsmans work and equipment expenditure

##### Evaluation Committee

Met on 31<sup>st</sup> January and looked at job descriptions for the Facilities and Buildings Officer / Deputy Town Clerk / Receptionist & Information Assistant / Town Lengthsman.

A further meeting was held on 5<sup>th</sup> March to continue to discuss and agree the job description for the Town Lengthman, hours and when to advertise for the post and the Receptionist / Information Assistant maternity cover.

##### Finance and General Purposes Committee

Continued to look at the income and expenditure, agree invoices and review the budget monitoring.

##### Planning and Regeneration Committee

Cllr Stockman reported that the committee heard from a resident about the trees remaining on the Wall Park development site.

##### Town Hall Sub Committee

They discussed the market management and the resolutions were considered earlier in the meeting.

**19027. To hear any Torbay Council Ward Councillor reports.**

Cllr Ellery

Torbay Council approved the Northern Arm project and is travelling to London to meet the Treasury Officer to ask him to release funding for the project.

Cllr Haddock

On return from holiday in January was met with over 300 emails complaining about the recycling and waste collection after Christmas. Torbay Council has fined TOR2 £13,530 for failure of collection of waste.

The crossover point at Windy Corner has been reduced to one lane instead of the agreed schedule of works. The bollards will be removed to help with the free flowing of traffic but will return when they need to resurface the road.

Shoalstone Car Park Management Agreement is being re-written to remove the £1,500 annual charge and replaced with a peppercorn charge.

Cllr Morey

Ideas being worked on about the Town Centre regeneration. They will be part of a consultation with the community and the Officers have held discussions with Ward Councillors and it has been agreed to delay until after the elections.

Cllr Stockman

Nothing further to add.

**19028. Date of next meeting.**

It was noted that the next meeting is scheduled for Thursday 25<sup>th</sup> April 2019.

**19029. Items for future agendas.**

- Brixham Theatre CIO – invite to Parish Meeting
- Bank Lane Toilets (dependant on outcome of new company) - remove
- Oxen Cove development (P&R)
- Parking – parking on pavements, junctions etc. (P&R)
- Information Point
- Town Hall Regeneration

The meeting closed at 9.20pm.

**Chairperson .....**

**Date.....**

**Brixham Chamber of Commerce Executive**

Nothing to report

**Brixham Does Care Executive Committee**

Nothing to report.

**Brixham Fairtrade Working Group**

Nothing to report.

**Brixham Theatre CIO**

The meeting opened with a statement that the Chairman, Julian Fisher, had resigned for personal reasons but will remain as Membership Secretary and as a Duty Manager. Members agreed to write to Julian to thank him for his invaluable work in keeping the theatre alive when it was under threat late in 2017 and into 2018 and for the manner in which he brought a successful team together who will keep moving the business forward. There were reports about successful shows, with an upcoming event, Jersey Boys, being all but sold out.

A cinema screen has been purchased and will be in place soon and this should be in action in the near future.

There was a brief report about recent meetings with the Town Clerk of Brixham Town Council and meetings of its Town Hall Sub-Committee and Town Hall Regeneration Group.

**Brixham Museum**

Nothing to report.

**Brixham Community Sports Partnership**

Nothing to report.

**Community Flood Plan**

Nothing to report.

**Community Partnership**

Nothing to report.

**DALC Larger Councils**

Nothing to report.

**Torbay Council Events Forum**

Nothing to report

**Youth Genesis**

Nothing to report.