

# Brixham Town Council

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## Minutes of the Meeting of the Community Services Committee held at Brixham Town Hall on 23rd October 2017 at 7.00pm.

**Present:** Cllrs P Addison, V Campbell, R Clarke, S Clutterbuck, J Wilbraham & J Regan.

**Also present:** L McGuirk, Deputy Town Clerk.

**17091. To accept apologies for absence through the clerk.**

Cllr M Morey.

**17092. Declarations of Interest.**

The declaration of interest register was available to sign.

**17093. To consider any requests for Dispensation on agenda items.**

None

**17094. To agree the minutes of the meeting held on the 18<sup>th</sup> September 2017**

The minutes of the meeting held on the 18<sup>th</sup> September 2017 were **resolved** and signed by the Chairperson.

**17095. To hear an update on the donation for a Town Hall defibrillator.**

A reply from the Friends of Brixham Library (FOBL) had been received advising where they had purchased their device, the model and costings. The FOBL informed BTC that Mr Alex Leaf of World Class Training had been working closely with community groups to raise funds and install devices in the local area.

The deputy clerk advised members a meeting had taken place with Mr Leaf and provided an update. Mr Leaf further advised he had raised some funds through a sponsored event which could be donated. Considering this new information and the close proximity of a defibrillator outside the library, discussion took place on relocating the device to the Harbour.

The deputy clerk had also spoken with Miss Dallimore who indicated she would be far happier with the device located on the harbour.

It was **agreed** to make the following recommendations to Full Council:

1. BTC accepts the donation of £1000 from Miss Dallimore.
2. BTC contributes £600 net to the purchase and installation costs.
3. Defibrillator is located under the Old Fish Market (Exact location to be approved by the Harbour Master)
4. BTC accepts responsibility for the weekly visual inspection.
5. BTC accepts responsibility for the ongoing maintenance costs (replacement pads and battery).

A full report should be produced for the next Full Council meeting.

**17096. To discuss the feasibility of managing the cleaning of Bank Lane toilets**

Report 35/2017 was discussed. Due to the difficulty in obtaining financial information, the poor condition of the building and the recent update from Torbay

Council on the current procurement exercise It was **agreed** to make the following recommendation to Full Council:

Brixham Town Council defers taking over the responsibility of cleaning the Bank Lane toilets at this time.

Members further **agreed**:

- To contact Torbay Council and request further information on the procurement process
- BTC are kept informed on progress.
- Bank Lane toilets should remain as a regular agenda item to ensure the issue is resolved before the start of the next tourist season.

**17097. To hear an update on the 10<sup>th</sup> Anniversary photograph**

A Quote has been requested from Chris Slack Photography. The deputy clerk will arrange a date time and venue and email to all Councillors.

Members requested the Full Council minutes relating to this item are re-circulated. Cllr Addison requested the deputy Clerk listen to the meeting recording for clarification.

It was **agreed** to prioritise the photograph with current Cllrs first.

Cllr R Clarke voted against the motion.

**17098. To hear an update on the Lengthsman**

A general update on the current and completed works was provided. The deputy clerk informed members the Lengthsman is now working in zoned areas.

**Zone 1** week commencing 2<sup>nd</sup> October; New Road working down to Bolton Cross and side roads (2 weeks).

**Zone 2** week commencing 16<sup>th</sup> October; Burton Street from the traffic lights to the roundabout connecting to Monksbridge Road and side Roads (2 weeks).

**Zone 3** Week commencing 30<sup>th</sup> October; Top of Milton Street and work down to ST Marys Square and side roads (2 weeks).

**Zone 4** Week commencing 13<sup>th</sup> November commence at the bottom of Lindthorpe Way and work upwards and through the entirety of Northfields Lane and side roads (3 weeks).

**17099. To hear an update for the Lanterns, Lights & 'luminations event for 2017.**

- Christmas lights are due to be installed on the 29<sup>th</sup> October.
- Born Hectic advised 25 stalls have booked for the Street Market.
- £1,160.00 has been received in donations so far. It was noted the Chamber of Commerce has not contributed this year.
- The latest copy of the budget was discussed.
- Churston Farm Shop has agreed to donate a 20ft Christmas Tree for the town, to be located on Kings Quay. This is a saving of £600. A complimentary advert will be offered in the January Signal as a sign of appreciation.
- Posters and flyers have arrived and are ready for distribution. Members offered to assist with delivery and will contact the deputy clerk to arrange collection and distribution areas
- Deputy Clerk is due to meet with Born Hectic next week.
- A request for TOR2 to install the road closure free of charge was still ongoing. It was **agreed** if the matter has not been resolved by the 31<sup>st</sup> October the deputy clerk should investigate other means of obtaining the required signs.

Cllr Clutterbuck advised members he has approached a local community group to make large lanterns from patio umbrellas and is trying to finance the project with funding from a local business. If successful, this will be a great visual addition to the parade.

The deputy clerk advised Born Hectic are in negotiations with Mackerel Sky events company who have expressed an interest in bringing a 14ft lantern to the parade.

Cllr Addison requested the times of the fireworks and lantern parade are added to the posters in the notice boards.

**17100. To discuss the end of WW1 celebrations in November 2018.**

The deputy clerk advised Sandy Sparkle is currently available on the date of the event. Discussion regarding the 2018/19 budget took place and the following recommendation to Full Council was **agreed**:

- To book Sandy Sparkle at a cost of £100.
- If payment is required immediately, funds should be allocated from the current Community Services budget.

Members agreed to discuss the event in greater detail in the new year. A report will then be produced including costings. A budget request will then be submitted to the F&GP committee.

**17101. To review the October Signal**

Members commented this was another very good issue with the correct balance of adverts and articles. The change of colour was effective.

Cllr Clutterbuck advised his mobile number was incorrect.

Cllr Campbell advised her email address was incorrect.

Members discussed submitting an article relating to WW1 in the April & July issues and also informing members of the community of Town Hall event.

**17102. To put forward items for the next agenda.**

- Red telephone boxes
- Stoney Park Update
- Website
- Bank Lane Toilets
- Lanterns, Lights & 'luminations
- Defibrillator
- Lengthsman
- 10<sup>th</sup> Anniversary photograph
- WW1 event

There being no further business Chairperson closed the meeting at 8:40pm

Chairperson.....

Date.....