

Brixham Town Council

Minutes of the Meeting of the Community Services Committee held at Brixham Town Hall on 8th April 2019 at 7.00pm

Present: Cllrs P Addison, R Clarke, M Morey, J Wilbraham, J Stockman and D Giles

Also present: L McGuirk, Deputy Town Clerk.

- 19031. To accept apologies for absence.**
Cllr Regan. Cllr D Giles substituted for.
- 19032. To make any Declarations of Interest.**
None.
- 19033. To consider any requests for Dispensation on agenda items.**
None.
- 19034. To agree the minutes of the meeting held on the 25th February 2019**
The minutes of the meeting held on the 25th February 2019 were **resolved** as a true record.
- 19035. Lighting Up Brixham**
The deputy Clerk updated members on the meeting which had taken place on the 26th March with representatives of Light Up Brixham. The project is gaining momentum and discussions are ongoing with contractors.
- The 3 ships will be displayed on the pontoon this year due to the high cost of replacing the displays and until a suitable design has been agreed.
- The 6 Reindeers are currently being advertised on Social Media for sale.
- 19036. Youth Genesis Service Level Agreement**
The Deputy Clerk read the final report received from Youth Genesis, as part of the Service Level Agreement for the 2018/19 period. Contents of the report were noted, and the report was made available for members to view.
- 19037. Highstreet Community led clean-up fund**
Members discussed Report 18-2019 and it was **resolved** to accept the recommendations contained in the report:
- Appropriate training is arranged for relevant staff.
 - A date is booked for a Town Centre 'Keep Brixham Beautiful' event.
 - The Town Council works in partnership with Pride In Brixham and other community groups to ascertain and purchase necessary equipment/materials that may be required in order for them to continue to carry out their work within the community.
 - Given that Torbay Council have to submit a monitoring report to the Ministry by the 31st May 2019, delegated powers are given to the Town Clerk to spend/ allocate the £7,900 to ensure the deadline is met.

Members **agreed** Town centre 'keep Brixham Beautiful' event should take place after the elections. Delegated powers were given to the Deputy Town Clerk to arrange a date.

Members discussed ideas for allocation of the funding which included:

- Tidy up of St Marys Square.
- An area identified by one of the Middle Street traders located at the Town Square end of Middle Street. Opportunity to tidy the area with a floral display. Subject to relevant permission being obtained.
- Repair of loose pavers in Fore Street; members were concerned regarding liability and agreed the area should be referred to Torbay Council Highways department in the first instance.
- Pride in Brixham, Friends of St Marys Park, Friends of Furzeham Green.
- Equipment required to enable the growth of the Keep Brixham Beautiful scheme. Including the purchase of bag hoops, gloves, pickers and printing of the Hi Vis vests.
- Watering equipment for the Town Lengthsman.

19038. Lanterns, Lights & Illuminations event 2019

1. Christmas Light quote

Members discussed quote ES016/19 received from the Christmas lights contractor. The quote is based on the same level of display in 2018 and 2017. It was **agreed** to proceed with the quotation.

2. Event Management quote

A breakdown of the management fee has been received from the events company and was read to the members. It was **resolved** to accept the quote.

Discussion took place regarding the criteria for the selection of bands performing at the event and whether any consideration was given to local bands? The Deputy Clerk was asked to investigate.

Members suggested tendering for quotes to manage the event in 2020 due to it being three years since this was last done.

Cllr Addison informed members that he has spoken with the Brixham Army Cadet Force who have indicated they are keen to volunteer during events.

3. Budget

The Deputy Clerk updated members on the current budget for 2019/20 and advised members budget is currently showing a predicted deficit of -£3,167.30

19039. Britain in Bloom

Cllr Clarke reported that the local representative who organises the Brixham entry for the 'Your Neighbourhood Awards' is standing down. Cllr Clarke and other members of the Community have been contacted to ask if they will take pick up the reigns. A meeting has been arranged for the 9th April 2019 at Brixham Town Hall and representatives have been invited to attend.

Cllr Clarke will have a better understanding of the project requirements following the meeting, but initially is asking for the following support:

- A representative from the Town Council. Suggested ask new Cllrs.

- That the Town Council support the project by providing a room at the Town Hall for meetings.
- That the Town Council officially supports the project.

It was **resolved** to support the project in principle, including provision of a room in the Town Hall for meeting space.

It was **agreed** to defer nominating a representative until after the elections to allow new members the opportunity to be involved.

19040. Directory of Brixham Groups

Members discussed the creation of a directory of Brixham groups which would be available in hard copy in the Library and as an online version.

Members looked at the information currently contained in the Brixham Signal and agreed the information should be available on the Town Council webpage. Community Groups should be able to submit changes to the directory online for approval by the website administrator in the same way as calendar entries are submitted.

An insert should be made in Future editions of the Signal making people aware they can access the information from the Town Councils website. All **agreed**.

19041. Keep Brixham Beautiful

The Deputy Clerk reported that the first event held on Saturday 6th April 2019 in the top half of the Berry Head and Furzeham Ward had been a great success, with 18 volunteers attending. A large amount of litter was collected and left in the prearranged location for TOR2 to collect in the afternoon.

Volunteers reported members of the public had approached them during the event to enquire how they can be involved in future events.

Extra equipment is required including bag hoops, printing on the Hi Vis vests 'Brixham Town Council Community Volunteer', gloves and hand held pickers.

Discussion regarding the lack of Councillor participation in the event and the cost implication of having both the Town Clerk and Deputy Town Clerk were considered.

It was **agreed** to support the continuation of the project:

- Lengthsman to take the project forward. Supported by the office staff.
- Purchase of additional equipment from the Community led clean-up fund.
- A press release should be issued to raise awareness of the project.
- Provisional dates for the next events were agreed:

Summer	Saturday 22 nd June 2019	10:00 to 13:00 (including briefing)
Autumn	Saturday 21 st September 2019	10:00 to 13:00 (including briefing)
Winter	Saturday 11 th January 2020	10:00 to 13:00 (including briefing)

19042. Lengthsman

The Deputy Clerk reported:

- Requests for work to be completed from members of the public have declined. Reminders are placed in the Signal, Website and Social Media. T
- 82 public requested jobs were completed between May 2018 and end of March 2019.
- The Lengthsman is proactive and uses initiative and there is always plenty of work.
- Kingswear SLA completed with negotiations ongoing for 2019/20.
- Currently the Lengthsman is clearing vacant allotments plots that have been left with large amounts of debris, mostly historic waste which was left on the allotments when they were taken over by the Town Council. Changes to the way plots are offered and relinquished has resulted in plots being cleared of rubbish before they are offered to prospective tenants ensuring that plots will then be returned clear at the end of a tenancy. Debris includes Scaffold poles, netting, plastic, double glazed units, glass etc. Quotes received for the clearance were very high.
- We are improving our record keeping particularly regarding jobs that have not been reported by members of the public.

Cllr Stockman raised concerns regarding the use of Herbicides. It was **resolved** to investigate and trial alternative more environmentally friendly methods.

Cllr Giles requested the Lengthsman investigate Milton Street for any areas of concern following a complaint he had received from a constituent.

Lengthsman budget update

The Committee were advised the F&GP committee has increased the amount requested for 2019/20 Lengthsman budget due to the increased provision of service.

19043. Water fountain

Cllr Stockman informed members of a news article regarding the installation of a water fountain in Bude. The fountain had been provided by Bude Town Council for members of the community to refill drinking containers while they are out enjoying Bude.

Members discussed potential health issues associated with water fountains and the ability for the fountain to automatically switch off.

It was **agreed** further investigation is required. The project could be undertaken by the Plastics Working Group as a task and finish project.

19044. Signal Newsletter

Members discussed the April edition of the Brixham Signal.

Cllr Addison heard a comment that there were too many lists.

Cllr Giles would have preferred the Councillor contact details were removed entirely from this issue due to the elections in May.

Cllr Giles advised a member of the public who is concerned about editorial errors. Has offered to proof read and edit.

19045. Date of next meeting

To be confirmed

19046. Items for Future agenda

- Lengthsman gardening.
- Red Telephone boxes
- Water Fountain for refillable drinking containers
- Directory of Brixham Groups
- Keep Brixham Beautiful
- Lengthsman
- Britain in Bloom
- High Street Community Led clean-up fund
- Light up Brixham project
- Lanterns, Lights & Luminations 2019
- Operation London Bridge

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

Chairperson.....

Date.....