



Brixham Town Council

Minutes of the Meeting of Brixham Town Council held in the Function Room, Brixham Town Hall on 20th February 2020 at 7.00pm

Present	Cllrs I Carr, V Fitzgerald, D Giles, R Haddock, E Hoggart, S Laurie and A Massey
In attendance	Tracy Hallett, Town Clerk; and 10 members of the public
Welcome	Cllr Giles welcomed members of the public to the meeting
Public Time	

20019	<p>Apologies for absence through the Clerk Apologies were received from Cllrs Addison, M Morey, J Regan, J Stockman and S White</p>
20020	<p>To confirm and sign the minutes as a true record of the meetings held on 16.01.20 and 30.01.20 The minutes of 16.01.20 and 30.01.20 were resolved and signed as a correct record with the following amendments:</p> <p>20011: Planning and Regeneration Committee Reword first sentence to "Cllr Hoggart read Cllr Massey's report which stated that the committee had:"</p> <p>20011: Town Hall Committee Second paragraph insert "volunteers" after Theatre. Third paragraph insert "to reduce negative impact" after measures.</p>
20021	<p>Declarations of Interest None. The book was available to sign.</p>
20022	<p>Grant Time and Tide Bell were awarded a grant of £3,700 Brixham Pirate Festival were awarded a grant of £5,000</p>
20023	<p>Bus Services Members raised concern that Torbay Council did not invite Brixham Town Council to take part in the discussions they have recently held with Stagecoach.</p> <p>It was resolved that the Town Council should write to Stagecoach opposing the changes to 18A and inviting them to attend a meeting to discuss appropriate evidence which considers, in addition to gross user numbers, consideration of factors that reflect the underlying needs of the community and its demography it serves before any changes occur.</p> <p>It was resolved to invite the Managing Director of Stagecoach to attend the Parish Meeting on 26th March or an extra ordinary Full</p>

	<p>Council. The meeting should be held prior to the end of the consultation. An invite should also be sent the Chair of Kingswear Parish Council with dispensation to speak.</p> <p>It was resolved that the Town Council should write to the Brixham Ward Councillors, the Leader of Torbay Council and Chief Executive seeking clarification why no Brixham Town Council representation was sought during discussions with Stagecoach that directly affects the community the Council serves as it used to do under the last administration.</p> <p>Cllr Haddock reminded Councillors that the Leader of the Council advised the Town Council Torbay wanted to work more closely with the Town Council. This has not been evidenced since his statement</p> <p>It was noted that Stagecoach state the following on their community engagement: We play a vital role in the communities in which we operate, providing lifeline bus services and employment for local people.</p> <p>It was resolved to suspend standing orders to allow a resident to address members.</p> <p><i>It was resolved to reinstate standing orders.</i></p>
<p>20024</p>	<p>To hear a report from the Town Clerk The Clerk reported the following:</p> <p><u>Gardening Assistance Scheme</u> The scheme was advertised in the January signal the launch of the scheme which will commence in April. To date 35 people have applied. From these:</p> <ul style="list-style-type: none"> • 2 did not qualify because they were out of the area but have been signposted to the Staying Put scheme • 10 have not supplied the necessary evidence but have been contacted • 23 have applied and supplied the necessary evidence and are ready for the scheme to start <p><u>Allotments</u> All allotment sites are rented.</p> <p>The Town Lengthsmen:</p> <ul style="list-style-type: none"> • Have installed noticeboards on 3 allotments • Are making a further 3 noticeboards for the remaining allotment sites • Have been making and installing new plot number stakes • Have restricted parking at Drew Street because the spaces were being used by residents. This has enabled the Town Council to offer parking spaces to allotment holders at this site. Higher priority for the spaces will be those that are less mobile enabling them to continue to work their allotment.

A one-page allotment newsletter has been created and will be issued on social media and displayed on the noticeboards once a month. Allotment holders are being encouraged to contact the Council office to advise if they have surplus harvest they wish to swap tips, for example. Any information will then be published in the newsletter.

Information Point

This is now located in the Library. Initially, staff will be present on a Tuesday and a Thursday afternoon. By allocating specific days and times per week it will help advertise and more importantly help those needing to use the service to remember. Once the level of visitors has increased, the time spent in the library will be reviewed.

Where there are regular requests for the same information, this will be published on the Council social media sites. Space for an Information Point article has been allocated in each quarterly issue of the Brixham Signal to ensure those that are not on social media also have access to the information.

Town Hall Regeneration

Following a recent Council meeting, a planning application has been submitted to Torbay Council for change of use from office and meeting room space to 3 flats for local accommodation. Contrary to rumour, this is for the Old Police House at the rear of the Town Hall complex and NOT the Town Hall.

The Council are continuing to work with Devon Communities Together who are carry out work in order to produce a business plan. Recently, they have seen them in the Town Hall taking note of the footfall. This has two important aspects (1) it will help the Council understand how many people use the facilities within the building and (2) it will help the Council build a plan to increase the footfall.

Devon Communities Together have been in Fore Street, they are attending local community organisations meetings and contacting schools to discuss the regeneration project. Consultations are online, but hard copies are available in the office for those that do not have online facilities.

In addition, Devon Communities Together are organising a public event on Friday 6th and Saturday 7th March in the Scala Hall from 10am until 1pm. This will give the community an opportunity to interact and discuss what they like about the Town Hall or what they wish to see change. For the Town Hall complex to be enjoyed by future generations, it is important to hear from all generations and the event has been designed to ensure that children as young as 5 can also take part.

Newsletter

January saw a change of format, the major change being on the front page and this seems to have been well received. There are still problems with Royal Mail not delivering to all addresses. However, the

	<p>Signal is available online and therefore the complaints have reduced. Further improvements have been made for the next newsletter. These include moving all adverts together and increasing the number of advertisers. All advertising spaces have been filled for the April issue.</p> <p>The calendar of events, what's on in Brixham, helpful contact numbers and Town Council contact details have all been moved to the central location of the newsletter which will now provide an 8 page pull out section full of useful information. The deadline for articles for the April issued is 1st March.</p> <p><u>Vacancies</u> The recruitment adverts for the Town Lengthsmen are now available on the Town Council website, social media and on Devon Jobs.</p> <p><u>Annual Parish Meeting</u> The annual parish meeting will take place on Thursday 26th March and residents can submit items to be considered for the agenda to the Town Council office by 18th March. Agenda items should be about celebrating local activities and debating current issues in the community.</p>
<p>20025</p>	<p>Committee Chairpersons Reports</p> <p><u>Evaluation Committee</u> Cllr Giles reported that the committee has:</p> <ul style="list-style-type: none"> • agreed that Cllr Hoggart, in conjunction with the Town Clerk, will review the Council Structure. • Did not agree to the terms of reference proposed for the Brixham Peninsula Neighbourhood Forum Working Group because it had come to the Clerk's attention that members of the existing forum were not aware of the proposals and wished to have an opportunity to review them. The subject will be considered at a later date. • The Strategic Plan for 2020-2023 is almost ready for consideration by Full Council and will be on a future agenda. • Members discussed the Town Lengthsman roles and job title and it was agreed to retain existing title as it is well established in the community and much supported. <p><u>Community Services Committee</u> There has not been a meeting since the last Full Council meeting</p> <p><u>Finance and General Purposes</u> It was reported that the committee has:</p> <ul style="list-style-type: none"> • Considered grant applications • Accounts for payment • Monitored the Income and Expenditure comparisons • Monitored the bank and investment accounts • Considered the need to produce a 3-5 year financial plan

	<p><u>Planning and Regeneration Committee</u> Cllr Carr reported that the committee has:</p> <ul style="list-style-type: none"> • Consider the issue of CIL and S106. An Officer from Torbay Council promised answers and subsequent to the meeting provide answers that were not forthcoming at the meeting. • Considered planning applications • Considered applications going to appeal <p><u>Town Hall Committee</u> It was reported that the committee has:</p> <ul style="list-style-type: none"> • Heard up update on the maintenance works • Agreed to purchase a gutter cleaner. This could give the Town Council an opportunity for another service. However, the committee agreed that this should be considered when the Gardening Assistance Scheme is reviewed. • Reviewed the room hire charges • Heard an update on the regeneration project • Heard an update on the right of easement application
20026	Ward Councillors No Ward Councillors were present.
20027	Date of next meeting It was noted that the next meeting is scheduled for Thursday 16 th April 2020.
20028	Items for future agendas

Item	Reason	Proposed by
Non collection of waste and recycling	To continue to monitor the services of TOR2	P Addison
S106	If the Planning and Regeneration Committee do not get positive answers soon, the Town Council should have a full debate on the subject.	D Giles
Access to Brixham 24:7	The impact essential works on the roads connecting Brixham to the rest of the Bay.	R Haddock
Stagecoach Bus	Update on the results of the meeting with Stagecoach and the results of the consultation	D Giles

The meeting closed at 8.30pm

Chairperson Date.....

Brixham Chamber of Commerce Executive

Cllr S Laurie

I attended a meeting on 11th February to look at the actions to be taken in the next few weeks. These included:

- Job requirements for market stall setting up
- Seeking new membership secretary
- Inviting other members to join the committee
- Quotes new tarpourlines
- Loss of market in May
- Possible Christmas market during Santa Run
- Invite Anthony Mangnall to a future open meeting
- Donation for the Brixham Pirates

Brixham Does Care Executive Committee

Cllr J Stockman

At the last Committee Meeting the subjects discussed related mainly to:

- financial matters
- grants they had applied
- advertising
- use of new technology
- how they can reduce costs

Brixham Fairtrade Working Group

Nothing to report

Brixham Theatre CIO

Cllr D Giles

The latest meeting of Brixham Theatre CIO Operations Group took place at the Theatre on 11th February 2020.

The main bullet points from the evening were:

- In terms of the governance and good practice of the Trustees and the Operating Group a range of new policies covering Environmental issues, Trustee Conflict of Interest, Social Media, Food and Drink, Data Protection, Customer Care, Safeguarding, Health and Safety Risk Assessments and Volunteering have been adopted. Policies are updated on an annual basis.
- Brief discussion took place about the potential Town Hall Regeneration and the Chair told members that he would be attending the next Working Group meeting.
- Downton Abbey was the latest film to be shown at the Theatre and attracted an audience of around 100 people. The next film, Captain Marvel, will be shown on Sunday 8th March and it is hoped that it will attract a wide audience, including many of the community's younger people who expressed an interest in this type of film during the research period in 2019.
- Project X held their first, and successful, performances in January, when they raised around £2,000 for the Theatre. The company comprises a group of adult performers who are supporting the Theatre through performance, fundraising and educational opportunities.

Brixham Museum

Cllrs A Massey & Cllr S White

Nothing to report

Brixham Community Sports Partnership

Cllr M Morey

Nothing to report

Town Emergency Plan

Cllrs P Addison, R Haddock, S Laurie & J Regan

Nothing to report

Community Partnership

Cllr P Addison

Nothing to report

DALC Larger Councils

Cllr R Haddock

Nothing to report due to the recent meeting being cancelled

Youth Genesis

Cllr D Giles

Nothing to report