



## Brixham Town Council

### minutes of the virtual ZOOM Meeting of the Community Services Committee Brixham Town Hall on 15<sup>th</sup> February 2021 at 2.00pm

<b>Present</b>	S Laurie (VC), D Giles, J Regan, S Leech Cllr Haddock substituted for Cllr P Addison (C)
<b>In attendance</b>	Linda McGuirk, Deputy Town Clerk, Simon Hiatt, Admin Assistant,
<b>Welcome</b>	Cllr Laurie opened the meeting, no members of the public were present

<b>21000</b>	<b>Apologies for absence through the Clerk</b> Cllr P Addison due to medical reasons.
<b>21001</b>	<b>Declarations of Interest in items on the agenda.</b> None
<b>21002</b>	<b>To confirm and sign the minutes as a true record of the meetings held on 13.01.20</b> The minutes of the meeting held on the 13.01.20 were <b>resolved</b> and were signed as a true record.
<b>21003</b>	<b>Lanterns Lights &amp; Luminations 2021</b> To start discussions and consider an event for 2021  The Deputy Town Clerk advised members that it was too early to make a decision on whether to hold the Christmas lights switch on event in November, adding that it was advisable to wait until the lockdown restrictions are started to ease and monitor the situation. There are no cost implications to wait. Members noted several large events in the Bay have cancelled.  Members agreed to discuss at the next meeting, 29 <sup>th</sup> March. Cllr Laurie thinks May would be good time to make a decision.  It was <b>resolved</b> to monitor the situation before making a decision on this year's event.
<b>21004</b>	<b>Torbay Council Consultation</b> To discuss and consider a response to the following consultations:  <b>A) Torbay Local Cycling and Walking Infrastructure Plan (LCWIP)</b> Cllr Laurie advised this consultation didn't require a corporate response and encouraged members to respond as individuals. Cllr Laurie proposed it be circulated to residents and organisations. The Deputy Town Clerk confirmed the consultation would be circulated on the Town Council website and social media.  It was <b>resolved</b> to encourage all Councillors to respond and circulate widely.

	<p><b>B) Local Transport Action Plan (LTAP) 2021-2026 ‘Moving towards net zero’</b></p> <p>Members discussed the Local Transport Action plan. Cllr Laurie explained the LCWIP consultation incorporates three key strategic transport projects for the Bay, therefore completion of the above consultation covers the topics included in the LTAP:</p> <p>An overarching and general transport action plan which includes a range of projects to improve access for all transport users in a variety of ways to be delivered over 5 years.</p> <p>A more detailed walking and cycling plan which is the first of its kind for Torbay and includes short, medium and long term priorities for improvement, in response to evidence.</p> <p>An immediate opportunity to deliver a small number of active travel interventions as agreed to and in response to the Government’s Active Travel Fund.</p> <p>Cllr Giles explained the Community Partnership are meeting this week to discuss the (LTAP) with representatives of Torbay Council and encouraged members to attend. He had informed members that he has sent 4 questions to Cllr Morey today on local transport issues. He believes it is only right that we have the opportunity to question Torbay on local transport issues.</p>
<p><b>21005</b></p>	<p><b>DEFRA Sustainable use of pesticides: Consultation</b></p> <p>Members discussed the DEFRA Sustainable Use of Pesticides: Draft National Action Plan consultation.</p> <p>All members confirmed they had read the consultation and associated information. Cllr Giles requested the 4 new Councillors are briefed on the direction of the Town Council towards becoming pesticide free.</p> <p>It was <b>resolved</b> to give delegated powers to the Deputy Town Clerk to respond to the consultation on behalf of the Council.</p>
<p><b>21006</b></p>	<p><b>Brixham Signal (Report 16-2021)</b></p> <p>To review and agree the 2021/22 charging structure and format.</p> <p>Members discussed the report. The Deputy Town Clerk explained the purpose of the report was to consider moving the newsletter to a full colour digital version from July 2021.</p> <p>Cllr Giles said the report was very good and detailed but felt the timing was not right. Expressing we could be discriminating against residents that aren’t on-line. He asked if the advertisers are aware of how their clients contact them, either through online or telephone responding to an advert.</p> <p>Cllr Regan believes having some copies available and going digital as soon as possible is the way forward.</p> <p>Cllr Haddock discussed the possibility of having some delivered and some available to pick up for residents.</p>

	<p>Cllr Laurie asked whether it is possible to share delivery with the new Brixham newspaper? And also provide copies in commercial properties.</p> <p>Cllr Leech also asked about shared postage. Could we put online and ask residents to write in if they want a copy delivered.</p> <p>The Deputy Town Clerk reminded members there is a digital version on the Town Council website.</p> <p>Cllr Giles proposed we carry out a consultation in the Signal about going digital making sure we show the current costing.</p> <p>It was <b>resolved</b> to carry out consultations in the April and July editions to ask residents their opinions on the newsletter going digital. It was important to show the cost of producing the Signal so that residents can make an informed decision. It was further agreed to contact advertisers and ascertain whether they get business through the paper or digital version of the Signal.</p>
<p><b>21007</b></p>	<p><b>Floral Displays</b></p> <p>Members discussed and considered the Project Initiation Document (PID) which outlined a proposal to initiate a hanging basket scheme in Brixham.</p> <p>Cllr Leech recognised the hard work of Middle Street traders and advised he has met with one of the traders to discuss how the Town Council can assist them and encourage other areas of the town to get involved. He advised that Middle Street traders intended to do their own hanging baskets but had difficulties with watering. Cllr Leech's vision is for this scheme to work in partnership with as many businesses in the town and Brixham In Bloom while supporting the Community Recovery Plan.</p> <p>Cllr Regan questioned the 2 hours a week for watering and Cllr Leech confirmed this report was completed with the help of the Town Clerk and it was an estimate. Cllr Regan advised baskets need to be watered every day.</p> <p>Cllr Haddock has concerns about the watering system but confirmed there is money in the budget to purchase a water bowser, which had been agreed at a previous meeting. Cllr Haddock said the Town Council shouldn't be buying and erecting the baskets for the businesses, furthering adding businesses should be encouraged to work together, like Middle Street Traders, to achieve more buying power and uniformed displays.</p> <p>Cllr Haddock was concerned that additional staff would be required to meet the demands of the proposed scheme and that to make this work the traders need to take ownership and work together.</p> <p>Cllr Leech wants the project to commence as soon as possible and to offer help with brackets (on property owned by the businesses) and regular watering. He is happy to liaise with the Middle Street traders and Brixham In Bloom.</p> <p>Cllr Haddock still has concerns if the lengthsmen will have the time in the height of the season when they are doing all the other jobs.</p>

	<p>Cllr Leech explained that we need to contact the traders and see who wants a basket and what price we should subsidise to get the scheme going. Cllr Giles thinks there may be some scope in launching the scheme in a positive way to encourage them to take part, maybe a competition of some sort. Cllr Haddock agreed a competition between the various streets would help promote participation and enhance the look of Brixham. He thought that each street should nominate an ambassador.</p> <p>Cllr Haddock stated that due to cost Brixham Town Council should not be buying the baskets.</p> <p>Members agreed the Lengthsmen can assist traders with installation of brackets, but only on property that is owned by the occupant and will be considered on an individual need.</p> <p>The Deputy Clerk was asked to investigate purchasing a metered stand pipe.</p> <p>It was <b>resolved</b> to:</p> <ol style="list-style-type: none"> <li>1. Purchase hanging baskets for the Town Hall.</li> <li>2. Support traders with watering of displays.</li> <li>3. Launch a competition, sponsored by BTC, best street floral display and to encourage all traders to join in.</li> </ol>
<p><b>21008</b></p>	<p><b>Lengthsmen</b></p> <p>a) To hear a report on works completed by the Lengthsmen in Brixham  Members discussed the Lengthsmen Works Report 01.01.21 to 08.02.21  The Deputy Town Clerk advised an additional column had been include to show the time taken for each job. Cllr Haddock was happy with this as it shows the residents and council tax-payers what their money is being spent on.</p> <p>Cllr Leech believes the report could be adapted further to record appreciation received from members of the public and requested a Social Impact column.</p> <p>Members discussed colour coding the report.</p> <p>b) To review the 2019-20 budget  Members noted the current budget position for 2019-20</p>
<p><b>21009</b></p>	<p><b>Old Fish Market</b></p> <p>The Deputy Town Clerk reported on the recent meetings held between the Harbour Master and representatives of hospitality, culture, charities and Craft Market. The meetings had been held as informal discussions to aid the Harbour Master in understanding the demands on the space.</p> <p>Both meetings were productive and amicable which resulted in a draft timetable outlining allocation to various users. The Harbour Authority will conduct a public consultation at some time in the near future..</p> <p>Cllr Laurie asked if this was in response to the COVID situation and the Deputy Town Clerk said it would appear to be looking at longer term solutions post COVID, the current businesses have permission to occupy the space until October 2021. It is likely the Harbour Authority will put the area out to tender when the current agreements expire.</p>

	<p>Cllr Laurie asked whether there would be an increase in business rates for traders benefiting from the additional space. The Deputy Town Clerk advised the space had become available through the Governments relaxation of pavement licenses in the current pandemic.</p> <p>Cllr Haddock asked where the money is going? the Deputy Town Clerk advised she is unaware of financial agreements and reminded members the area is under the Harbour Estates and not Brixham Town Council.</p> <p>Cllr Laurie asked about the potential reduction of income from the Craft Market to the Chamber of Commerce due to a lower number of market stalls. The Deputy Town Clerk advised this had not been discussed during the meetings.</p>
<b>21010</b>	<p><b>Date of next meeting</b> To note the date of the next meeting which is scheduled for the 29<sup>th</sup> March 2021</p>
<b>21011</b>	<p><b>Items for future agendas</b> Each Councillor is requested to use this opportunity to raise items for future agendas, giving details of why the Council should consider the item</p>

<b>Item</b>	<b>Reason</b>	<b>Proposed by</b>
Red Telephone kiosks	ongoing	
Town Emergency Plan	ongoing	
Lanterns, Lights & 'Luminations event & Task & Finish group	ongoing	
Lengthsman		Regular agenda item
Signal Consultation		
Climate & Environment Policy	Action Plan	
Queens Jubilee 2022		
Floral Displays		

The meeting closed at 15.30pm

Chairperson ..... Date.....