

# Brixham Town Council

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## Minutes of the Meeting of the Community Services Committee held at Brixham Town Hall on 21st November 2016 at 7.00pm.

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

**Also present:** L McGuirk, Assistant to the Town Clerk.

**16107. To accept apologies through the Clerk.**

None.

**16108. Declarations of Interest.**

None. The declaration of interest register was available to sign.

**16109. To consider any requests for Dispensation on agenda items.**

None.

**16110. To agree the minutes of the meeting held on the 17<sup>th</sup> October 2016.**

The minutes of the meeting held on the 17<sup>th</sup> October 2016 were **resolved** and signed by the Chairperson.

**16111. To discuss and consider the adoption of BT Red telephone boxes in Brixham.**

It was **agreed** to proceed with the adoption of three BT Red Heritage Telephone Boxes. A consultation on proposed uses for the boxes should be included in the January Signal newsletter. The clerk was asked to research the cost of relocating the boxes.

**16112. To hear an update on Lanterns, Lights & 'luminations 2016.**

- The clerk has met with a representative from Paignton Harbour Office to look at the filament lights in the store. They have agreed to loan the lights free of charge. They will return tomorrow with a van to collect them. Councillors Clarke and Clutterbuck agreed to meet at the store and supervise the removal of the lights. A record of all borrowed equipment will be taken including a signed declaration to return the lights by the 31st January 2017.
- Pride In Brixham have viewed the Father Christmas and Reindeer display. The electrics are complicated and the project is larger than anticipated. A specialist electrician would be required.
- Damage to one of the ships on the pontoon display has occurred.
- Middle Street traders are tidying up the solar tree's to use them on the hanging basket poles that align Middle Street.
- Members were updated on the final preparations for the event on Saturday. Cllr Clutterbuck has assisted the Clerk with measuring The Quay and The Strand to ensure the following entertainment will fit safely;
  - 40ft Fun house
  - 30ft Inflatable slide
  - Catering vehicles x 2
  - Train ride
  - Bungee Trampolines

- Shooting game
- Rotary Club Grotto
- With a difference Entertainments
- Pride in Brixham
- St John Ambulance
- Liberty's Champagne Bus

The Yacht Club will provide a safety boat to hold the line and prevent access to the Harbour during the Fireworks display. The beach buggy will collect Father Christmas at 4:55pm from the Yacht Club.

ROC Samba and Totnes Brass Band will join the parade.

An information booklet has been produced containing Event Management Plans, Risk Assessments and Site Location Plans. A copy will be provided to all volunteers, stewards and personnel involved with the event. A volunteers briefing will be held on Friday 25th November 2016 and an email with the information booklet will be sent to all those who cannot attend.

The Clerk informed members that the event is becoming very large and consideration should be given to the use of an events company. Currently there are not enough volunteers to proceed safely.

**16113. To hear an update on a Christmas Street Market.**

Torbay Council are considering charging £546.00 for a street trading licence. A plea to waive the fee in the spirit of partnership working has been made. It was agreed the fee will be taken from the Market Budget if it is enforced.

**16114. To discuss and review the Town Council website.**

Item deferred

**16115. To hear an update on asset transfer.**

Item deferred

**16116. To hear an update from the Flood Risk Group**

Dates for training have not been agreed. Nothing else to report.

**16117. To put forward items for the next agenda**

- Update on SWW issues.
- Surfers Against Sewage, Beach clean.
- Litter - spring clean.
- BTC website.
- Asset transfers.
- Blue Plaque relocation update.
- Red Heritage telephone boxes update.
- Lanterns, Lights & 'luminations debrief.
- In Bloom.

There being no further business Chairperson closed the meeting at 8:00pm

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

The next meeting will be held on the 16th January 2017.