

IVYBRIDGE TOWN COUNCIL

Minutes of the Meeting of the Town Council of Ivybridge held in The Watermark, Ivybridge on Monday 26 June 2017 at 7.00pm

Present: Cllr A Khong (Town Mayor) Cllr A Rea
Cllr T Bowden Cllr S Rutley
Cllr P Dredge Cllr E Silsbury
Cllr S Hladkij Cllr A Spencer
Cllr M Kennard Cllr R Wilson
Cllr A Laity

In Attendance: Cllr R Croad (County Councillor)
Cllr K Cuthbert (District Councillor)
Cllr D May (District Councillor)
Cllr M Saltern (District Councillor)
1 Member of the Press
4 Members of the Public
Mrs L Hughes (Town Clerk)
Mrs S Hocking (Minute Secretary)

The Town Mayor congratulated Toby Leigh, Press representative on his recent marriage and welcomed Cllr Rea to the Town Council.

An adjournment followed from 7.00pm to 7.21 pm to allow any questions, reports or representations by the Public, District and County Councillors.

- 17/025 **APOLOGIES:** Apologies were received from Cllrs Gray-Taylor, Fourte, Parsons, Prowse and Whiting.
- 17/026 **INTERESTS TO BE DECLARED:** In accordance with the Code of Conduct, Members were invited to declare any personal or disclosable pecuniary interests.
- 17/027 **MINUTES:** The Minutes of the previous meeting of the Town Council held on 8 May 2017 (previously circulated) were received and adopted.
- 17/028 **PLANNING AND INFRASTRUCTURE COMMITTEE:** The Minutes of the meeting held on 24 April, 9 May and 22 May 2017 (previously circulated) were received and adopted.

- 17/029 **PARKS AND OPEN SPACES COMMITTEE:** The Minutes of the meeting held on 9 May 2017 (previously circulated) were received and adopted.
- 17/030 **PERSONNEL:** The Minutes of the meeting held on 12 May 2017 (previously circulated) were received and adopted.
- 17/031 **WATERMARK COMMITTEE:** The Minutes of the meeting held on 6 June 2017 (previously circulated) were received and adopted.
- 17/032 **TOWN MAYOR'S & DEPUTY TOWN MAYOR'S INTERESTS:**
The functions and activities attended by the Town Mayor and Deputy Town Mayor during the month of May and June 2017 were noted.
- 17/033 **COUNCILLOR CO-OPTION AND COMMITTEE STRUCTURE:**
Members welcomed Cllr Tony Rea to the Council and then considered the recommendations for the Policy and Resources Committee following the appointment of the Committee Chairmen (copy previously circulated).

The Town Clerk advised of one change to the Policy and Resources Committee membership - Cllr Hladkij will serve on the Committee instead of Cllr Silsbury.

It was **RESOLVED** to note the information.

- 17/034 **ACCOUNTS FOR PAYMENT:** Consideration was given to the accounts for payment to 16 June 2017 and the income and expenditure to end May 2017 (copies previously circulated). It then considered the term for reinvesting £120,000 on a fixed term deposit with Lloyds (interests rates previously circulated).

Cllr Dredge referred to the accounts and highlighted the difficulty in potentially providing the wrong impression on items such as rates and insurance in the figures, and similarly for The Watermark. He reported that the Council needs to be further into its financial year to make statements on the accounts, as the percentages could be very misleading at this time of year.

In terms of investments, Cllr Dredge highlighted that no one will know what will happen to interest rates. He proposed to the Council that the Lloyds 12 Months Fixed Term Deposit at the indicative rate of 0.65% be approved.

It was **RESOLVED** to:

- i) approve the Accounts for Payment to 16 June 2017
- ii) note the income and expenditure to end of May 2017
- iii) agree to invest £120,000 at 0.65% on a 12 Months Fixed Term Deposit.

17/035

DRAFT PROCUREMENT POLICY: Consideration was given to the draft document prepared by Cllr Dredge based on the NALC recommended policy (copy previously circulated).

Cllr Dredge provided an explanation and expanded on the Strategy and the changes required. He referred to paragraph 2.2 and the details relating to awarding contracts. It was noted that if there is ever a large contract over the £164,000 threshold that there would be more stringent regulations to adhere to and at that stage the Council would need to seek technical and/or legal advice.

The main change is highlighted on page two of the Strategy which will mean that if approved, that the Financial Regulations have to be altered to coincide with the figure of £25,000. Paragraphs 9, 10 and 11 of the Financial Regulations will need to be amended.

It was noted that amendments to Financial Regulations are usually only amended when NALC deliver the information. Alterations can be made based on the Council decision, or they can be taken to the Policy and Resources Committee for a decision and back to the Council for ratification.

It was **RESOLVED** that:

- i) the procurement policy be adopted and brought into immediate effect
- ii) the amendments arising from the adoption of the policy to the Financial Regulations be considered by the Policy and Resources Committee in the first instance

17/036

PEDESTRIAN BRIDGE AT LONGTIMBER WOODS: Consideration was given to the application to the Greater Dartmoor LEAF fund and the letter which indicated support in principle (letter and extracts from outline application previously circulated).

The Town Clerk expanded on the information provided and stated that this was brilliant news for the town. She thanked Mrs Thatcher for her involvement and efforts in putting the application together.

A meeting is scheduled for this week with Dartmoor National Park Authority to discuss their offer to reinstate the path up to the

station. A clapper stone has been offered as a crossing for the Leat.

The Town Clerk advised that a company has already made contact with the Council with regard to the tendering process for this work to express interest. She suggested that some money may need to be invested to obtain structural engineers advice.

The deadline for the application is March 2018. It was noted that it naturally ties in with the next agenda item and that it could form part of an attractive circular walk around the town – encouraging people to visit.

The developers of the Stowford Mill site have indicated their support as well as expressing an interest in potentially tendering for the bridge.

Cllr Rutley enquired if the bridge would affect the permissive path on the eastern bank of the river and the Town Clerk stated that discussions had been held with the landowner and whilst it was hoped it would reduce numbers, it cannot be closed off.

It was **RESOLVED** to welcome the development.

17/037

VISITORS AND LOCAL INFORMATION: Consideration was given to the proposal from Fiona Studden, Watermark Supervisor, to promote information for visitors and tourism using money from the Tesco 106 funds held by the Town Council to support marketing of the town (proposal previously circulated).

The Town Clerk expanded on the information provided and Cllr Wilson enquired if the town can be trademarked which would allow local businesses to have use of this information, potentially using the Council Crest. The Town Clerk would explore the matter further.

The Town Clerk reported that Fiona Studden had attended a Two Moors Way event and that it was interesting that local pro active bed and breakfast owners collect their guests from the station and also can deliver them to the start of a walking routes.

Cllr Silsbury stated that she would like the initiative supported and the businesses will also make a contribution to the project. She suggested that, from the figures provided, there would be a benefit in allocating more to enable than £1170 to provide for more printing of guides and information. She suggested that a sum of £2,000 would be appropriate.

Cllr Dredge provided information on his work with the railways and promoting the railway as a gateway to the moor. At a meeting the previous week he had explored whether it would be possible to do something like that in the Tamar Valley but to promote Ivybridge, and if so, then Great Western Railways agreed if posters were produced that they would display them. Cllr Dredge had written to Devon and Rail Partnership and enquired about any funding for the design work of those for the Tamar Valley. An estimated figure of £500 for this work had been provided.

Cllr Dredge advised that Richard Burningham may be able to make a contribution for this work - he hoped that he would pay half of the figure but that we would need to fund the balance. It was possible that the work could be done locally rather than commissioning the Tamar Valley artist.

The Town Clerk then suggested that a total £2500 be considered for marketing initiatives to include rail posts to market the town.

It was **RESOLVED** to endorse the total sum of £2500 for marketing as suggested above, with £2000 being allocated to the Tourist Information initiatives rather than £1170, as outlined in the report.

17/038 **BUTTERPARK:** Consideration was given to the brief update (previously circulated).

The Town Clerk reported that the Procurement Policy would be adhered to as a result of tonight's meeting and there was nothing further to add to the report.

It was **RESOLVED** to note the information.

17/039 **JOINT LOCAL PLAN:** Members noted that the submission of the Joint Local Plan to the Inspector has been deferred until 31 July 2017 to permit discussions in relation to sites, including the land to the south of the A38 at Ivybridge. It was further noted that South Hams District Council will be convening a meeting with the relevant highways officers and other representatives to explore the opportunities, such as addressing the Western Road air quality and provision of employment land.

The Town Clerk highlighted that the information provided was self explanatory and that South Hams District Council are trying to secure meeting dates with Devon Highways Officers to take matters further.

Separately, discussions with Mr Hitch are taking place regarding land south the A38.

It was **RESOLVED** to note the information.

- 17/040 **IVYBRIDGE NEIGHBOURHOOD PLAN:** Members noted that the application has been made for the appointment of an examiner for the Neighbourhood Plan (confirmation previously circulated).

The Town Clerk reported that South Hams District Council is required to appoint an examiner and her understanding was that work would commence in the next two weeks.

It was **RESOLVED** to note the information.

- 17/041 **LEONARDS ROAD CAR PARK AND SKATEPARK:** Consideration was given to supporting the proposal to relocate the concrete skatepark equipment to Filham Park (briefing note previously circulated).

It was **RESOLVED** to suspend Standing Orders to allow District Cllrs to take part in the discussions.

Cllr Saltern reported that there have been many comments and requests concerning the car park from the business community. Since the parking charges had been altered to £2 per day, the car parks have been generally more full. He had received letters from businesses saying that their staff couldn't park, although he had personally seen no evidence of there being nowhere to park.

As there is already concern from the business community, Cllr Saltern suggested it will increase when the leisure centre proposals are underway and greater demand for car parking. He reported that the skateboarding ramps take up a number of spaces and that when it was installed the car park was less well used. It is fair to say that the youth are safe in the vicinity but that it is important to get the balance right. Cllr Saltern was unsure if the skate park was as popular as it was when it was installed over a decade ago and that skateboarding does not appear to be as popular.

Cllr Saltern suggested a dialogue is required and that it needs reviewing before there is a bigger issue and that a consultation with the youth organisations in the town should take place.

A question relating to the relocation of the recycling bins was suggested and Cllr Saltern advised that some time ago that had been transferred to the railway station car park and that there had

been huge outcry about it. He stated that recycling is a public service, however this could be included in any review.

Cllr Wilson highlighted his concerns about moving the skatepark to Filham Park as it is out of the way. If it was lost from the town centre, he suggested that usage would fall off. He stated that there would be no decision this evening, but that it would be useful to talk to the young people. Cllr Wilson advised that a small working group to discuss and review the situation would be appropriate.

The Town Clerk reported that this evening there were bikes at the ramps.

Cllr Hladkij stated that as a Street Pastor she had counted approximately 30 young people at the skate park the previous Friday and during conversations they had said no to the relocation of it. She enquired if the former recycling centre land could be considered, however Cllr Saltern advised that it had been earmarked as an extension to the works depot to cope with the new Sherford development.

Cllr Rea enquired if the recycling bins could be more appealing as those in situ are big and ugly. He suggested more but smaller bins for recycling would be better. Cllr Saltern advised that nothing would be ruled out. Cllr Rea supports the discussions relating to this matter.

Cllr May enquired if the Town Clerk can look into the duty of care for young people accessing Filham Park if the skatepark was relocated. The Town Clerk reported that as part of the Barratts development there is a condition to improve the access to Filham Park and that there is a segregated footpath.

Cllr Wilson proposed that a small working group be formed to explore the options open and including Cllr May's comments. All interested parties would need to be represented, such as the youth, businesses and Cllrs.

Cllr Cuthbert asked that her strong interest in this matter be noted.

It was **RESOLVED** that:

- i) the proposal be endorsed and that Cllrs Hladkij, Rea and Wilson be nominated to be part of the working group to represent the Town Council to kickstart the review and source solutions

- ii) the Town Clerk progress the matter with Cllr Saltern and agree a date for an initial meeting

17/042

DCLG CONSULTATION ON FREE USE OF PUBLIC PARKS:

Members noted that a consultation document from DCLG invited comments by 28 June about free use of public parks for events like Park runs (consultation document previously circulated). It was not clear whether the intention would be to extend free use to sports clubs, which would bring into question the viability of operating parks. Should there be a minimum size of park that this applies to? There were three questions and Members were invited to submit a response.

The Town Clerk expanded on the information provided and reported that there had been an issue with Stoke Gifford Parish Council whereby they were going to make charges for a park run and it is this example that has prompted a discussion.

She advised that this Council had received a request for a junior park run and that the organisers had appreciated that several laps of the Park would be needed, potentially causing ground damage and damaging the surface which would affect the enjoyment of others.

Cllr Hladkij provided the example of a park run she had attended in Chelmsford and that the grass had been churned up.

Members supported the concerns which were highlighted by the Town Clerk which could impose more costs on the sector if Park runs had to be accepted without any charges being made, as well as the loss of local control from the other activities proposed without charge.

It was **RESOLVED** that the Town Clerk respond to the Policy document accordingly by the 28 June 2017 .

17/043

CITIZEN OF THE YEAR: Consideration was given to the arrangements for the Community Awards for 2017 (report previously circulated).

Cllr Wilson stated that it becomes harder each year to have nominations forwarded to the Council for consideration. The Town Clerk suggested that the Awards could be reviewed after this year's nominations had been considered.

It was noted that information relating to the Awards was heavily publicised.

Cllr Laity suggested that it may be more appropriate to have the Awards every two to three years.

It was **RESOLVED** to:

- i) approve the arrangements and launch the Awards for 2017
- ii) review the situation after this year's nominations had been considered.

17/044 **ANNUAL TOWN MEETING:** Consideration was given to the notes of the Annual Town Meeting (copy previously circulated).

The notes would be signed at the Annual Town Meeting in 2018.

It was **RESOLVED** to receive the notes.

16/045 **UPDATE AND INFORMATION:** A report outlining events and other information was received (copy previously circulated).

Councillor updates

Cllr Dredge provided information on his visit to the Buckingham Palace garden party where 8,000 people had been in attendance. He thanked the Council for the nomination.

Cllr Hladkij expanded on the information provided relating to the youth meeting on 15 May. Cllr Laity suggested that at Year 8, students would not understand the word ambience on the survey. The Town Clerk reported that with the support of Ms Ball at the College, the survey would be distributed to students by form tutors for completion.

Cllr Dredge expanded on the Community Safety Partnership event and stated that the agenda items gave the impression of being depressing, but it was very interesting to find out that people are being pro active in helping out. He provided the information relating to the youngster who had taken illegal drugs in Totnes and had jumped into the river and sadly drowned. Operation Venus had been launched because of this and that at the recent Policing Group meeting it had been confirmed that it had been rolled out to all the senior schools across the South Hams.

Cllr Rutley expanded on the Street Pastors AGM and advised that although they are worried about its future, they will carry on.

Cllr Dredge expanded on the DALC AGM meeting and suggested that it would be useful for newer Cllrs to attend. The Town Clerk will be speaking about the Social Prescriber role at this event.

Cllr Laity expanded on the information for the Mayors and Clerks meeting and that it had been highlighted that there will be a possible merger between Souths Hams District Council and West Devon with the possibility of ten jobs going through natural wastage.

The Town Clerk reported that an issue with 106 contributions had emerged and that some of the money from a development in 2011 had not been collected. Cllr Saltern has this item on the Scrutiny Committee for next week. There is an amount of £14,000 for open spaces and legal teams are pursuing the matter.

The Town Clerk advised that some of the houses that had been built have been sold on. Cllr Laity reported that this matter was pursued and it was suggested that the money is paid over now. Further down the line, Members may want to formally pursue this issue.

There are major developments in the town and the Town Clerk reported that she is not terribly assured of a named Officer to follow up issues. It is vital as there are big sums of money in 106 and she hoped it would continue to be pursued.

Consultation event on future role of PCSOs

The Town Clerk reported that at the recent Policing Group meeting that this Council is represented at the event and that it was based on a first come, first served basis.

The Town Clerk confirmed that she would attend the event and that Cllrs Dredge and Khong are the nominated representatives for Policing. Cllr Rea expressed an interest in attending the event .

Fly the red Ensign for Merchant Navy Day

Cllr Wilson advised that he did not envisage a problem with flying the red ensign on Sunday 3 September but that he would liaise with the Royal British Legion.

General Information

The Town Clerk expanded on the information relating to the Victoria Park sports area and provided revised costs of £37811.89, with the Council's contribution of £11,261.89 for upgrading the tarmac area to become a childrens multi sports area which includes remedial works to some of the paths in the Park.

Cllr Wilson raised the query of the Procurement Strategy discussed earlier this evening and if this should now be followed. The Town Clerk confirmed that this project was agreed prior to the Strategy being approved. Cllr Wilson then enquired who is controlling the funds and issuing cheques and the Town Clerk confirmed that there are different contracts within it and neither of them exceeds £25,000.

Cllr Wilson stated that he was highlighting the point for any future projects that might potentially be caught by the Procurement Strategy.

It was **RESOLVED** to:

- i) Cllrs Dredge, Khong and Rea attend the DALC AGM on 10th October
- ii) Cllrs Dredge and Rea and the Town Clerk attend the Consultation event on future role of PCSOs
- iii) Cllr Wilson liaise with the Royal British Legion regarding flying the Red Ensign for Merchant Navy Day
- iv) agree the revised figures for the Victoria Park sports area
- v) receive and note the remainder of the report.

In view of the confidential nature of the business to be transacted it was advisable that the public and press be invited to withdraw.

**Cllrs Croad, Cuthbert, May and Saltern, 1 Member of the Press and 4 Members of the Public left the meeting at 8:30pm.*

IN COMMITTEE

17/046 **FILHAM PARK:** Consideration was given to an update (copy previously circulated).

The Town Clerk stated that the information provided was self explanatory and highlighted the solicitors suggestions for this Council. A discussion took place regarding situation.

It was **RESOLVED** to note the update and information provided.

The meeting closed at 8:40pm.

Signed Date 7 August 2017

IVYBRIDGE TOWN COUNCIL

Report of the discussions during the adjournment of the Town Council Meeting held on Monday 26 June 2017

Due to the fact that the Police had provided apologies, the Town Clerk read out the report as follows for the month of May 2017.

Total offences	2017	29
	2016	25

Assaults

2 x Common assaults – under investigation

Burglary Dwelling

Nil

Burglary Other

Nil

Other

2 x theft from motor vehicles – no evidence
1 x theft in the dwelling – domestic not supported
2 x Public Order offence – no evidence
5 x criminal damage – 1 arrest, 1 no complaint and 3 no evidence
2 x theft by finding – no action
2 x theft shoplifting – 1 no action and 1 community resolution
4 x sexual offences – under investigation (2 historic)
3 x malicious communications – 1 under investigation and 2 no action
1 x vehicle interference – no evidence
2 x possession of cannabis – 1 arrest and 1 warning
1 x handle stolen goods – arrested
1 x attempt theft – no action
1 x attempt arson – community resolution for 2 offenders

Current issues

ASB and criminal damage in the local parks. Possibly related to the warmer weather. Increased patrols in the problem areas.

News

New Neighbourhood Team Leader is due in post on the 6 July 2017.

COUNTY AND DISTRICT COUNCILLORS

Cllr Croad

The Leader of Devon County Council has decided to re-shuffle Cabinet positions. Cllr Croad has handed over Waste Disposal to Andrea Davis and Trading

Standards to Stuart Baker. Cllr Croad now has responsibility for Public Health, Public Transportation and Strategic Planning.

Cllr Bowden enquired about the possibility of extending the bus shelter on Leonards Road on the Plymouth bound side as the current one is inadequate for the numbers of people using it. The Town Clerk reported that with the number of new homes that there should be sufficient money available for a larger shelter from 106. It was noted that Fernbank maintain the shelters and that they would need to be involved in discussions.

Cllr Hladkij reminded Cllr Croad that two years ago that the issue of lowering the pavement on Cole Lane for a resident was discussed. Cllr Croad would follow up this matter.

Cllr Saltern

The Joint Local Plan is likely to be submitted by the end of July.

Cllr Saltern referred to the newspaper article suggesting the potential merger of South Hams District Council with West Devon. He reported that there is lots of work to be undertaken on this subject and that the press articles had been potentially misleading. Stumbling blocks including Council Tax charges in the different areas need to be considered. If the merger takes place there would need to be staging of proposals and that it would have to save money and be a convincing proposal.

Cllr Saltern referred to the old Fire Station and that it was heading for demolition during 2016. In his view, Cllr Saltern suggested that this was the best solution, however the issue was the sheer cost of demolition with tenders in the region of £45,000. Cllr Saltern has raised the issue again at SHDC as to what is happening with the site as the building is at the entrance to the town and is a particular eyesore. He will be meeting with Officers to see if progress can be made and suggesting that it would be helpful if the Council would express their view in writing. The Town Clerk will write to the District Council on behalf of this Council.

Cllr Cuthbert

Cllr Cuthbert referred to the excessive heatwave recently and the concerns with the amount of dust from the Barratts development. James Kershaw from the District Council had visited the site and it had been confirmed that the developers were not following the Management Plan. They had since had formal communication relating to this matter and roadsweepers are sweeping the roads in the area. Anyone affected or who feels that the developers are not following the conditions set should liaise with Cllr Cuthbert or Cllr Pringle.

As from 1 July it was noted that South Hams District Council car parks would not be able to accept the old £1 coins in their machines. The banks had advised that they would be unable to accept mixed bags of the coins. The Town Mayor

enquired if all parking meters had been replaced and Cllr Cuthbert understood that they had.

Cllr May

Cllr May had nothing to report.

It was noted that Cllr Pringle had sent her apologies.

GENERAL

Mr Vincent from Western Road highlighted concerns relating to the poor surface on Western Road, including the three manholes near his property which had broken away, leaving large holes. He stated that the road surface is dreadful and that added traffic with the new developments is making it worse. He advised that the surface road is lifting.

Cllr Bowden asked Mr Vincent if he felt the road surface had worsened since construction traffic had commenced. Mr Vincent believed that this is the case, due to wide lorries going through the area. In view of this Cllr Bowden asked Cllr Saltern about the construction plans for designated routes to gain access to Barratts and Persimmon developments - Cllr Saltern agreed to look into them.

Mr Vincent referred to the cycleway in the town and advised that no one appears to be using it. He stated that during the mornings at weekends lots of club riders come through Western Road, riding two or three abreast and if horns are sounded from motor vehicles to them, verbal abuse is usually given. Mr Vincent highlighted some cyclists riding along the pavement, potentially causing an accident to pedestrians. He stated that Ashburton and South Brent appear to have the same issues. Cllr Croad will look into the manhole and road surface situation, however he suggested that the information relating to the cyclists should be reported directly to the Police.

Cllr Saltern highlighted the area outside of Grosvenor Court which appeared to be sinking. He had written to Highways and they are now taking core samples and will report back any information received. Cllr Croad stated that he does not believe this is an enormous problem.

Cllr Rutley reported the noise levels coming from a drain by the Coach Park at Marshalls Field, near to the bus stop. Cllr Croad would look into this matter.

Cllr Wilson raised increasing concerns regarding the condition of the pavement around Erme Court near to Peacocks which has a 'cliff edge' in it and would like to see this health and safety concern rectified. The Town Clerk advised that a resident had raised a complaint regarding this issue the previous week and that the management company had indicated they would be rectifying the matter.

The public participation session closed at 7:21pm.