

IVYBRIDGE TOWN COUNCIL**Minutes of the Meeting of the Town Council of Ivybridge
held in The Watermark, Ivybridge, on Monday 4 March 2024 at 7.00pm**

Present: Cllr A Spencer (Mayor) Cllr T Lannin
Cllr V Abbott Cllr S Murphy
Cllr L Austen Cllr A Rea
Cllr J Cole Cllr L Rea
Cllr P Dredge Cllr M Steele
Cllr A Khong Cllr S Weeks
Cllr S Hladkij

In Attendance: Mrs K Elliott-Turner (Town Clerk)
Mrs J Gilbert (Minute Secretary)
Cllr Dommett (South Hams District Council - SHDC)
1 member of the press
6 members of the public
2 representatives of Devon and Cornwall Police

The Mayor, Cllr Spencer, welcomed everyone to the meeting.

- * 2 representatives of Devon and Cornwall police left at 7.22pm
- * 5 members of the public left at 7.22pm
- * 1 member of the press left at 8.15pm
- * Cllr Dommett (SHDC) left at 8.30pm
- * 1 member of the public left at 8.30pm

23/112 **APOLOGIES:** Apologies were received and reason accepted from Cllr K Pringle, Cllr C Cao, Cllr J Cole, Cllr D Smith and Cllr R Croad (DCC)

23/113 **DISCLOSURE OF MEMBERS INTERESTS AND DISPENSATIONS:**
In accordance with the Code of Conduct, Members were invited to declare any personal or disclosable pecuniary interests.
a) There were no interests declared.
b) There were no written requests for dispensations from members.

23/114 **PUBLIC SECTION:** A member of the public reported on the aggressive behaviour from teenagers that is being endured by the Costly Street residents over the last year. The youths are drinking under age and damaging property. This had been reported this to the police on many occasions but the residents never receive a response. Doorbell camera footage has been provided and they wanted to know what action the police are taking.

The PC confirmed that they were aware of the problems in Costly Street, but only had one recorded report and queried when calls were made regarding criminal damage. They have conducted a letter drop to residents, and are patrolling the area as much as they possibly can.

From the footage given they have been in touch with the school and identified the individuals concerned with the exception of one.

A member of the public is a trustee of WATER group and wished to pass thanks to the Council for their support. They are hoping to hold an event in The Watermark in June.

Approximately five years ago they approached Devon County Council about improving the appearance of the Western Road roundabout under the sponsorship programme but was advised that this was being revisited and have heard nothing since. They recognised that accessing the roundabout for Community groups is not a viable option as other community groups have been unsuccessful due to health and safety restrictions. They asked if the Council could push on their behalf for something to happen to change to give it a more welcoming appearance.

23/115

REPORTS – POLICE & EXTERNAL AGENCIES: The report from the police (copy previously circulated) was noted.

It was noted that there was no report regarding Costly Street in the period this covers and queried if there was a link between between the shoplifting and drunken behaviour or were these isolated incidents. The PC advised that these incidents predominantly happen on a Friday evening and children are generally at the Bridge project and other areas. Children claim there is nothing to do but the police are looking for things to occupy them and to direct them accordingly. They are working with families and the local community and looking at ways around helping deprived families who can't afford to attend activities. She spoke of her experience of the Inspired Choices project in the West Midlands where they offered activities, for example a karate club, in order to divert attention from reckless behaviour through boredom.

It was remarked that on Friday evening over 100 youths gathered and were drifting in and out of the youth club. There is a lot of liveliness on a Friday evening when they converge.

Last summer a community approach was facilitated between Ivybridge Town Council, Ivybridge Community College and the youth centre and it was queried if this was still in place. The Town Clerk advised that this was stopped when the ASB levels dropped. The Inspector is monitoring this, and it was recommended to reinstate this.

PC Cooper-Lowe urged the public to report any incidents so that officers can be diverted to that area and get there as soon as possible. The letters distributed contain contact details and where to send footage so individuals can be identified.

The weapons in the police report were discussed, and the PC confirmed that these were isolated incidents. One person detained

was mentally unwell, and the other incident involved two people from Plymouth and resulted in superficial injuries.

*The police left the meeting at 7.22pm
5 members of the public left the meeting at 7.22pm*

23/116

REPORTS – COUNTY & DISTRICT COUNCILLORS:

Devon County Council

The County Councillor report from Cllr Croad (copy previously circulated) was noted.

It was requested that Cllr Croad provides an update on the roundabout.

South Hams District Council

The District Councillor report from Cllr Abbott (copy previously circulated) was noted.

The following queries/questions were raised:

- Why does South Hams 4 year plan mention other South Hams towns but not Ivybridge? Cllr Abbott advised that the plan does include Ivybridge. Highlights include waste and recycling, and he confirmed that Ivybridge may not feature by name but he is interested in work on the town as highlighted in his Accessible Ivybridge report.
- Will Harford Road be closed when the six trees are removed on 11 March as this will cause traffic issues? Cllr Abbott would investigate whether it was an error in the text and only Harford Road Car Park would be closed.
- The Harford Road Car Park has made a difference to the Bloomers now it has been thinned out and they can grow more plants. The removal of the litter bin was also an improvement and thanks was given to Cllr Abbott for arranging this.

23/117

MINUTES: The minutes of the meeting of the Town Council held on 22 January 2024 (copy previously circulated) were received.

It was **RESOLVED** that the minutes of the meeting held on 22 January 2024 are confirmed as a correct record, and are accepted.

23/118

COMMITTEE MINUTES: The minutes of the following meetings (copies previously circulated) were noted:

- (i) Personnel – 12 December 2023
- (ii) Planning & Infrastructure Committee – 29 January 2024
- (iii) Parks Committee – 29 January 2024
- (iv) Watermark Committee 30 January 2024
- (v) Planning & Infrastructure Committee – 19 February 2024
- (vi) Policy & Resources Committee – 19 February 2024

23/119 **TOWN MAYOR'S & DEPUTY TOWN MAYOR'S INTERESTS:** There are no functions or activities attended by the Town Mayor or Deputy Mayor to report.

23/120 **COMMITTEE RECOMMENDATIONS:** The recommendation from Policy and Resources Committee meeting held on 19th February 2024 PR23/060 (copies of relevant documents provided to members previously circulated) was considered. Consideration was also given to include the Town Clerk's recommended additional wording, and a motion to remove a Standing Order in bold (determined by statute or legislation) which no longer applies (report previously circulated):

It was **RESOLVED** to:

- (i) adopt the revised Standing Orders in accordance with Minute PR23/060 recommendation.
- (ii) agree additional wording 'Consideration by full Council of nominations for community awards to be held as a confidential item, with exclusion of press and public.'
- (iii) Removed Standing Order subject to legislation the following outdated Standing Order:
Upon notification by the District or Unitary Council that a councillor or non-councillor with voting rights has breached the Council's code of conduct, the Council shall consider what, if any, action to take against him. Such action excludes disqualification or suspension from office.

23/121 **ASSET REGISTER REVIEW:** The updated asset register was reviewed (as deferred from Policy & Resources Committee) (copy previously circulated).

The quantity of bus shelters in Exeter Road was queried as the register only shows two whereas there are actually three. A member drew attention to the high seating in the bus shelter on Cole Lane. The Town Clerk confirmed that she would investigate the bus shelter contract.

It was **RESOLVED** to:

- (i) review and agree the updated asset registered asset register (as deferred from Policy & Resources Committee);
- (ii) investigate the bus shelter contract.

23/122 **FINANCIAL RISK ASSESSMENT:** The updated financial risk assessment was reviewed (copy previously circulated).

The control of risk of hacking of the Council website indicated no further action, but it was queried whether this was investigative enough as websites of larger organisations have been hacked. Advice had been taken from Microshade, however the Town Clerk advised that she could go back to them for further confirmation. If it

was to be hacked it is possible to revert to the previous version. There are no links or access to operations via the website, and therefore would be limited to reputational damage.

It was **RESOLVED** to agree the updated financial risk assessment.

23/123 **POLICY REVIEW & UPDATES:** Policy updates were reviewed (copies previously circulated)

It was **RESOLVED** to adopt:

- (i) Anti-Bribery Statement and Policy
- (ii) Anti-Fraud and Corruption Policy
- (iii) Procurement Policy
- (iv) Internal Audit Policy
- (v) Internal Audit System
- (vi) Statement of Internal Control

23/124 **BUTTERPARK:** Quotations for security screening for the Butterpark building were considered (report and quotes previously circulated).

Supplier	Price (excl. vat)
A	£23,926
B	£11,200
C	£27,018

The Assistant Town Clerk stated that there are health and safety concerns over the increasing number of break ins into this derelict building and the Council's insurers would expect us to take necessary steps to try to prevent this. The proposal is to board accessible windows and doors with steel sheeting fixed with anti-tamper screws. The recommendation is to purchase. Although the sheeting would not be retained once the building was sold as it would be cut to size and have little value, hiring could pose a financial risk if the sale was delayed.

Members were advised that the local supplier B was the only company to have attended site and undertaken an assessment. They were also able to provide recommendations from other larger local authorities who use their services.

It was **RESOLVED** to purchase the security steel screening and installation at Butterpark from the local supplier B Heatleys for the sum of £11,200.

23/125 **LETTER TO CROSSCOUNTRY TRAINS:** A request was considered from PL21 and IRUG (Ivybridge Rail Users Group) to support their endeavours to increase the number of train stops at Ivybridge Station, by sending a letter to CrossCountry Trains.

The Town Clerk had recently met with PL21 and IRUG. They have tried in the past to communicate with CrossCountry trains for more

stops in Ivybridge. The Ivybridge platform is 5m short of CrossCountry coach formations. Cross Country had provided the explanation that their trains could not control train doors at stations with short platforms. The Chair of IRUG had written to Bombardier, the manufacturer of the trains, to ask why their trains did not have selective door opening. The reply came from CrossCountry themselves and said that the trains do have selective door-opening, but not stopping was a commercial decision. IRUG wish to request for an hourly service to stop in Ivybridge which would give an identical service to Totnes which is smaller than Ivybridge.

The Town Clerk was asked if the Town Council can write in support, and the officer working on the Community Economic Plan was requested to ask the Leader and Chairman of SHDC if they can also write in support. The Town Clerk was also asked if the Chamber of Commerce could do the same.

- As Ivybridge is the largest town in the South Hams, and with the growth of Sherford Members felt it would be worth emphasising the commercial benefit in stopping in Ivybridge;
- Cllr Dredge would enquire with GWR their plans for Ivybridge and Sherford at a meeting the following day;
- A member queried why the platform could not be made longer to enable the trains to stop there. It was advised that Totnes also have a shorter platform;
- It was suggested that the Town Clerk writes letters to the University of Plymouth, and City College Plymouth.

It was **RESOLVED** that the Town Council sends a letter to CrossCountry Trains supporting IRUG and PL21's endeavours to increase the number of train stops at Ivybridge Station, and also writes to University of Plymouth, and City College Plymouth requesting their support.

23/126

RIVERS MEETINGS – UPDATES:

- a) Report for information only were received on meetings attended by Councillor Lannin, as follows:
- (i) River meetings overview report from Councillor Lannin
 - (ii) River Erme Councils meeting – 25th January 2024
 - (iii) SHDC (Leads on Planning & Environment), River Erme Councils representatives & Chair of WATER (Wild About The Erme River) – 30th January 2024
 - (iv) Erme & Yealm Rivers Association (E&YRA) meeting – 20th February 2024
- b) The following proposal was considered:
That Ivybridge Town Council will provide use of The Watermark (subject to availability) without cost as a venue for a public event to be held in the summer as part of its support of WATER's objective of working to protect the River Erme from

the harmful effects of pollution and restore it back to its natural state

Councillor Lannin advised that there is to be a river clean on Saturday 9 March. She referred to the WATER consultation which ends on 10 March and asked if Members could share this to support their application for bathing water designation for Coastguards beach (River Erme).

It was **RESOLVED** to note the report on meetings attended by Councillor Lannin, and to support the use of The Watermark (subject to availability) without costs as a venue for a public event as part of its support of WATER.

23/127

IVYBRIDGE SUMMER EVENT: A report from the Ivybridge Summer Event Working Party, with proposals for a 2024 summer event was considered and the date of 25th May (afternoon), and event costs of £1,000 (see report previously circulated).

A discussion took place over the budget being increased to cover costs should they rise above £1,000, however the working party advised that they are trying to make it cost neutral. Initial costs had increased as the working party had been unaware of certain criteria, but they will try to generate money and are looking for funding from District Councillors. They therefore confirmed that additional funding over the £1,000 would not be necessary.

It was **RESOLVED** to hold a summer event in accordance with the proposals in the report, to be held on 25 May 2024, and with funding from Ivybridge Town Council granted up to £1,000.

23/128

PURCHASE OF TOWN CENTRE BUNTING: A quote to purchase bunting to be erected along Fore Street (as per council minute 23/089) was considered. Total £639 plus vat.

The bunting material was queried, and it was confirmed that it would be fabric and therefore not generate any noise. The labour costs are split, with installation in late May costing more than removal as this is scheduled to coincide with the installation of the Christmas lights in November.

It was **RESOLVED** to purchase and install the bunting in Fore Street from MHLS Ltd, Okehampton (as per council minute 23/089) at a cost of £639 plus VAT.

23/129

ACCESSIBLE IVYBRIDGE: A verbal report was received from Cllr Abbott on the second phase of Dementia Friendly Ivybridge – Accessible Ivybridge, and to nominate a Councillor to lead on this (copy circulated at the meeting).

The lack of disabled parking in the town was highlighted. There are time restrictions in Glanvilles Mill for blue badge holders, and nowhere to park if more time is required. Kingsbridge and Totnes have a lot of spaces whereas Ivybridge only has four.

Changes have been made to some disabled toilets in the Torbay area whereby an electronic system is used in place of a radar key and it was queried if South Hams would be adopting a similar system.

Cllr Abbott did not know the answers to the points raised however because of the work done on Dementia Friendly he proposed setting up a working group to discuss issues it feels important.

The member of the press left the meeting at 8.15pm

It was **RESOLVED** to set up an Accessible Ivybridge working group comprising of:

Cllr S Weeks
Cllr A Spencer
Cllr S Murphy
Cllr V Abbott
Cllr M Steele

23/130

INTERIM UPDATE – INTERNAL AUDIT REPORT: The second half-year (2023/2024) interim update Internal Audit Report, before year end was noted and received. The financial staff were commended for the way their financial records were maintained and it was felt that the Watermark staff should also be recognised for their involvement.

The ongoing concern regarding high levels of funds held with Lloyds Bank was highlighted at the meeting. The Town Clerk confirmed that she was aware of this issue and would investigate in due course.

It was **RESOLVED** to receive the second half-year (2023/2024) interim update Internal Audit Report, and to commend the finance staff and Watermark staff for their record management.

23/131

UPDATES AND INFORMATION: Updates on Councillor and Officer activity was received (copy previously circulated).

Members were invited to complete the WATER consultation as individuals rather than as a council. Mothecombe beach is identified as one of the top ten polluted beaches and Ivybridge is one of the key polluters of the river.

The Town Clerk advised that there will be an Extra meeting of the Town Council to be held on 11 March 2024 to consider the Filham Park access track tender.

Cllrs Dredge and Weeks, as Councillor Advocates, were presented with a certificate of thanks from the Police & Crime Commissioner, following her recent Commissioner's Thank You Event for Volunteers, which recognised commitment to creating safer, more resilient and connected communities.

Cllr Dredge had attended a 'Victims and Witnesses' seminar which focussed on sexual attacks on women and girls but did not exclude men. This was a multi-agency revolutionary new approach to help people get back to as normal a life as they can. He had also attended a DALC meeting about devolution, chaired by DALC and led by the leader of DCC, followed by a DALC meeting the next day in which DALC produced their response.

The Town Clerk advised that the SHDC planning training was informative. The attachments and link would be sent out to Members.

It was **RESOLVED** to receive the updates on Councillor and Officer activity.

23/132

EXCLUSION OF PRESS AND PUBLIC: Under Standing Orders, it was proposed to resolve to exclude the press and public for the following agenda items, as their presence would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Councillor Dommatt and a member of the public left the meeting at 8.30pm

23/133

IVYBRIDGE COMMUNITY AWARDS: The nominations for the Citizen and Community Group of the Year Awards were considered (copy previously circulated).

Members remarked that it was a great testament to the Ivybridge Community of the increasing numbers of nominees.

A vote was taken for the David Britton Citizen of the Year Award.

A vote was then taken for the Nick Cummins Community Group of the Year Award

It was **RESOLVED** to:

- (i) Award the David Britton Citizen of the Year to Mavis Sturman.
- (ii) Award the Nick Cummins Community Group of the Year to the Salvation Army.

The meeting closed at 8.40pm.

Signed: Date: 15 April 2024

DRAFT