

## IVYBRIDGE TOWN COUNCIL

### Minutes of the Meeting of the Town Council of Ivybridge held in The Watermark, Ivybridge, on Monday 15 May 2023 at 7.00pm

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

**In Attendance:** Mr J Parsons (Town Clerk)  
Mrs L Lane (Minute Secretary)  
Cllr Croad (Devon County Council)  
Cllr Dommett (South Hams District Council)  
Cllr Munoz (South Hams District Council)  
2 members of the public  
1 member of the press

Prior to the meeting, there was a presentation of a cheque for £1995 to the Mayor's chosen charity, Devon Young Carers.

The outgoing Mayor, Cllr Hladkij, welcomed everyone to the meeting.

23/001 **ELECTION OF TOWN MAYOR 2023 - 2024:** Cllr Pringle nominated Spencer for the office of Town Mayor. Cllr L Rea seconded this. Cllr Murphy nominated Cllr Austen but there was no seconder. All voted in favour of Cllr Spencer being elected as Town Mayor.

It was **RESOLVED** that Cllr Spencer be elected as Town Mayor for 2023 - 2024.

23/002 **DECLARATION OF ACCEPTANCE OF OFFICE:** The Town Mayor duly signed the declaration which was then received by the Town Council.

23/003 **DECLARATION OF ACCEPTANCE OF OFFICE:** Consideration was given to the position with signed declarations from Councillors on their election to Ivybridge Town Council. The Town Clerk confirmed that all 16 Councillors had signed their declaration.

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

23/004 **ELECTION OF DEPUTY TOWN MAYOR 2023 - 2024:** Cllr Hladkij nominated Cllr L Rea for the office of Deputy Town Mayor. Cllr Lannin seconded this. The Mayor invited any other nominations but

none were forthcoming. All voted in favour of Cllr L Rea being elected as Deputy Town Mayor.

It was **RESOLVED** that Cllr L Rea be elected as Deputy Town Mayor for 2023 - 2024.

23/005      **DECLARATION OF ACCEPTANCE OF OFFICE:** The Deputy Town Mayor duly signed the declaration which was then received by the Town Council.

23/006      **VOTE OF THANKS TO THE OUTGOING MAYORAL OFFICE HOLDERS:** The Mayor thanked Cllr Hladkij for all her work over the past two years, and presented her with a past Mayor's badge. Cllr Hladkij thanked the Town Clerk, Town Hall Officers and The Watermark staff for their support during her terms of office as Mayor.

*An adjournment followed from 7.15pm to 7.32pm to allow for the presentations and any questions, reports or representations by the public, Police, County and District Councillors.*

\* Cllr Croad left at 7.56pm

\* 1 member of the public left at 8.55pm

23/007      **APOLOGIES:** Apologies were received from Cllr A Rea.

23/008      **INTERESTS TO BE DECLARED:** In accordance with the Code of Conduct, Members were invited to declare any personal or disclosable pecuniary interests. No interests were declared.

23/009      **MINUTES:** The Minutes of the meeting of the Town Council held on 17<sup>th</sup> April 2023 (copy previously circulated) were received. Cllr Hladkij confirmed and Cllr Lannin seconded and the minutes were agreed to be accepted.

23/010      **PLANNING AND INFRASTRUCTURE COMMITTEE:** The Minutes of the meetings held on 3<sup>rd</sup> April 2023 and 24<sup>th</sup> April 2023 (copies previously circulated) were received. Cllr Spencer confirmed and Cllr Pringle seconded and the minutes were agreed to be accepted.

23/011      **POLICY AND RESOURCES COMMITTEE:** The Minutes of the meeting held on 2<sup>nd</sup> May 2023 (copy previously circulated) were received. Cllr Dredge proposed and Cllr Hladkij seconded and the minutes were agreed to be accepted.

23/012      **TOWN MAYOR'S & DEPUTY TOWN MAYOR'S INTERESTS:** The functions and activities attended by the Town Mayor and Deputy Town Mayor for the period 6<sup>th</sup> April 2023 to 9<sup>th</sup> May 2023 (previously circulated) were noted.

23/013      **GENERAL POWER OF COMPETENCE:** The report (copy previously circulated) was considered. The Town Clerk advised that

the Town Council is governed by the Localism Act 2011 in this matter. If you have a qualified Clerk and an elected Council you can resolve to use the General Power of Competence. This means that you do not have to find a law which allows the Council to do projects etc as long as it is legal for any individual to do it. He went on to advise that the Town Council meets the following criteria:

- a) the number of members of the Council that have been declared to be elected at the ordinary elections is equal to or greater than two-thirds of the total number of members of the Council;
- b) the clerk to the Council holds the Certificate in Local Council Administration

The Mayor proposed that this is accepted, Cllr S Weeks seconded and all were in favour.

It was **RESOLVED** that Ivybridge Town Council meets the criteria to use the General Power of Competence and to adopt the power.

23/014      **REVIEW OF STANDING ORDERS, INSURANCE ARRANGEMENTS AND POLICIES OF THE COUNCIL:** The Town Clerk advised that this is to confirm that over the course of the coming year policies will be reviewed.

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

23/015      **FINANCIAL REGULATIONS:** The revised Financial Regulations were considered. There were no comments from members. Cllr Dredge proposed that these were adopted. Cllr Pringle seconded and all were in favour.

It was **RESOLVED** to receive and adopt the revised Financial Regulations.

23/016      **INVESTMENT STRATEGY:** The Investment Strategy (copy previously circulated) was considered. Cllr Dredge advised that the Council has to approve the Investment Strategy at the first meeting of the year and that the Auditor has approved this document. Cllr Dredge proposed that the Investment Strategy be adopted. Cllr Hladkij seconded and all were in favour.

It was **RESOLVED** to receive and adopt the revised Investment Strategy.

23/017      **CIVILITY AND RESPECT PLEDGE:** The Pledge and required policies (copy previously circulated) were considered. The Town Clerk advised that 1,164 other Councils across the country have signed up for this. It has been developed by NALC and SLCC and promotes civility and respect between Councillors, Officers and the

public. Cllr Lannin commented that it all seems to be common sense and proposed that Ivybridge Town Council sign up to this. Cllr Dredge seconded and all were in favour.

It was **RESOLVED** to adopt the Civility and Respect Pledge along with its required policies.

23/018 **INTERNAL AUDIT REPORT FOR YEAR END 2022 - 2023:** The report (copy attached) was considered. The Town Clerk thanked the Finance team for their hard work on this. He commented that both Internal and External Audit reports usually come back with no recommendations.

It was **RESOLVED** to receive and note the report.

23/019 **ANNUAL GOVERNANCE AND AUDIT REVIEW:** The report (copy previously circulated) was considered, in particular.

- i. To note the signoff by the Internal Auditor. All were in favour of confirming this.
- ii. In respect of the Annual Governance Statement – to confirm ‘yes’ to all the statements in Section 1 – except Statement 9 which is ‘n/a’. All were happy to confirm this.
- iii. The exercise of public rights will commence on 5<sup>th</sup> June 2023 and will end on 14<sup>th</sup> July 2023. All were in favour of this.
- iv. The Accounting Statements in Section 2, noting the supplementary information which is required as part of the return. All were in favour of confirming this information.

It was **RESOLVED** to

- i. To note the signoff by the Internal Auditor.
- ii. In respect of the Annual Governance Statement – to confirm ‘yes’ to all the statements in Section 1 – except Statement 9 which is ‘n/a’.
- iii. Confirm the exercise of public rights will commence on 5<sup>th</sup> June 2023 and will end on 14<sup>th</sup> July 2023.
- iv. Confirm the Accounting Statements in Section 2, noting the supplementary information which is required as part of the return.

23/020 **ELECTION OF MEMBERS TO COMMITTEES:** Consideration was given to Committee membership and The Watermark Committee (copy previously circulated). The Town Clerk asked members whether they felt that The Watermark Committee was still required or whether it could be included under the Policy and Resources

Committee, however with 7 new members they may wish to experience this committee before making a decision.

Cllr Lannin felt that most of the items on The Watermark Committee could be covered by Policy and Resources but would like a regular update on Council.

Cllrs Pringle and Hladkij agreed with Cllr Lannin. Cllr L Rea also agreed and commented that Officers suggestions about the best use of their time should be listened to.

Cllr Austen asked whether it would be possible to include more public participation at The Watermark Committee.

Cllr Dredge felt that the members of The Watermark Committee may not be on the Policy and Resources Committee but may have useful knowledge on things such as shows, catering etc. He proposed keeping The Watermark Committee for another year so the new Council could make a more informed decision.

Cllr Austen seconded this. It was put to the vote and the majority voted to keep The Watermark Committee for another year.

The Town Clerk asked for nominations to each of the Committees.

7 members were nominated for the 7 spaces on each of the Committees and 3 for the 3 spaces on the Appeals Committee.

Cllrs Dredge, A Rea and Pringle all volunteered for the role of Internal Audit Representative. As there are only 2 spaces this was put to the vote and the majority voted for Cllrs Dredge and Pringle.

It was **RESOLVED** that the nominations be approved as follows:

<p><b><u>Planning &amp; Infrastructure (7)</u></b></p> <p>Cllr J Cole Cllr K Pringle Cllr S Hladkij Cllr D Smith Cllr M Weeks Cllr S Weeks Cllr A Rea</p>	<p><b><u>Parks &amp; Open Spaces (7)</u></b></p> <p>Cllr V Abbott Cllr L Austen Cllr T Lannin Cllr S Murphy Cllr L Rea Cllr M Weeks Cllr S Weeks</p>
<p><b><u>The Watermark Committee (7)</u></b></p> <p>Cllr L Austen Cllr P Dredge Cllr A Khong Cllr S Murphy Cllr K Pringle Cllr M Steele Cllr M Weeks</p>	<p><b><u>Personnel (7)</u></b></p> <p>Cllr V Abbott Cllr L Austen Cllr P Dredge Cllr S Hladkij Cllr A Khong Cllr S Murphy Cllr K Pringle</p>

<p><b><u>Internal Audit representatives (2)</u></b></p> <p>Cllr P Dredge Cllr K Pringle</p>	<p><b><u>Appeals Committee</u></b> (3 Members not on Personnel)</p> <p>Mayor Cllr T Lannin Cllr D Smith</p>
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23/021

**ELECTION OF REPRESENTATIVES FOR OUTSIDE INTERESTS:**

Consideration was given to the list of external appointments (copy previously circulated).

The Town Clerk advised that the Policy and Resources Committee had reviewed the list and removed the roles that are no longer relevant.

Cllr Abbott asked whether it would be possible to have a report from the representatives during the year.

The Town Clerk confirmed that this should be included in the Update and Information section of Council meetings.

Members went on to discuss the representatives and agreed on a list.

It was **RESOLVED** that the nominations be approved as follows:

**Representatives for Outside Interests 2023/2024**

Ivybridge Community Association	Town Mayor
South Hams Childrens Centres	Cllrs S Hladkij / A Rea
Ivybridge & District Association of Local Councils	Cllr P Dredge
Devon Association of Local Councils	Cllr P Dredge
Ivybridge Rail Users Group	Cllr A Rea
Parish Paths Partnership Co-ordinator	Cllr S Hladkij
Cycling and Active Travel	Cllr A Spencer
Ivybridge Chamber of Trade	Cllrs S Hladkij / J Cole
PL21	Cllr T Lannin
Erme Catchment Group	Cllr V Abbott / A Rea / M Weeks
Ivybridge Caring	Cllrs A Khong / S Weeks
Dementia Friendly Community	Cllr V Abbott
Police & Crime Commissioner Cllr Advocate	Cllrs P Dredge / S Weeks / S Murphy
Ivybridge Royal British Legion	Cllr K Pringle

Honorary Tree Warden	Cllrs S Hladkij / D Smith
Harford Parish	Cllr J Cole
Allotment Association (Member of Parks Committee)	Cllr T Lannin

**Local representatives on groups organised by the Town Council**

Police Liaison	Town Mayor / PCC Advocate
Community Resilience Group	Parks Officers / Councillors / public
Ivybridge Climate Action Working Group	Cllrs T Lannin / A Rea / S Hladkij / M Weeks / S Weeks
Bus Users Group	Cllrs P Dredge / T Lannin

- 23/022     **CALENDAR OF MEETINGS:** The proposed Calendar of Meetings (copy previously circulated) was considered.  
Cllr Austen queried the Watermark Committee on Monday 23<sup>rd</sup> May. The Town Clerk confirmed this was a typo and should be Tuesday 23<sup>rd</sup> May.  
Cllr Lannin advised that there is a meeting to discuss the river on 22<sup>nd</sup> May which clashes with the Parks Committee. She proposed that the Parks Committee be moved to 12<sup>th</sup> June. Cllr L Rea seconded this and all were in agreement.

It was **RESOLVED** to correct the typo and to move the Parks Committee from 22<sup>nd</sup> May to 12<sup>th</sup> June 2023.

- 23/023     **LAPTOPS FOR COUNCILLORS:** The report (copy previously circulated) was considered.  
The Town Clerk advised that Members' tablets are getting old and the batteries are failing. The best and cheapest option is Chromebooks.  
Cllr Lannin confirmed that she had been trialling a Chromebook and that it is much better than the tablets.  
The Town Clerk asked members to confirm a figure of up to £4,000 to purchase these, but added that it was likely that only 13 would be required so the cost would be less.  
The Mayor proposed and Cllr Murphy seconded. All were in favour.

It was **RESOLVED** to approve up to £4,000 to purchase Chromebooks for members.

- 23/024     **COUNCIL ACTION PLAN:** The Town Clerk asked members whether they would like to hold a workshop or email ideas in to be discussed

at a future Council meeting. This would be used to produce an inclusive action plan for the coming year and four year term of the Council.

Cllr Pringle commented that getting together and discussing things works well.

Cllr L Rea agreed that the session that was held a few years ago was very successful and felt that it would be good to hold a workshop after the Annual Town Meeting.

The Town Clerk advised that he will start to look at ideas for a workshop and invited members to assist with planning this.

It was **RESOLVED** to hold a workshop to with the aim of producing an inclusive action plan for the coming year and the four year term of the Council.

The meeting closed at 8.59pm.

Signed: ..... Date: 26 June 2023



## **IVYBRIDGE TOWN COUNCIL**

### **Report of the discussions during the adjournment of the Town Council Meeting held on Monday 15<sup>th</sup> May 2023**

#### **COUNTY COUNCILLOR**

##### **COUNCILLOR CROAD**

Cllr Croad congratulated the new Mayor and Deputy Mayor. He advised that he had nothing to report but was happy to take any questions.

Cllr Hladkij asked whether there was any update following the presentation by Stagecoach at the last meeting.

Cllr Croad advised that an update had been sent to the Town Clerk.

The Town Clerk advised that this was on the agenda for the Annual Town Meeting next week.

Cllr Hladkij asked whether there was any update on the roundabouts.

Cllr Croad advised that he was waiting for another report to come out. He has complained about the cost to adopt the roundabouts.

Cllr L Rea commented that when potholes are reported and filled, they come back very quickly. Is there any change in strategy to make the repairs last longer?

Cllr Croad advised that Dragon Patchers are being used in the area which will hopefully help.

#### **DISTRICT COUNCILLOR**

The Mayor congratulated the District Councillors on their election and invited them to introduce themselves. Cllrs Dommett, Munoz, Steele and Abbott introduced themselves and advised that they were looking forward to working with the Town Council. They asked if there were any questions but none were forthcoming.

##### **COUNCILLOR ABBOTT**

Cllr Abbott had provided the following report which was circulated prior to the meeting:

*As you will imagine, the last month has been dominated by election work. We are looking forward to seeing you tonight, and to introduce ourselves to new Town Councillors. At the Town Councillor Induction on Saturday, Cllr Dredge asked Victor to review the programme which the new Councillors at South Hams intend to pursue.*

### GWR 2023/2024 Community Fund

*There are 10 days left to apply to this fund for which they are “interested in bids that show a tangible benefit to the community with an emphasis on inclusion and diversity, engagement and education, environmental benefit and increasing rail travel.” We wonder whether it might be useful for the Town to prepare a bid for possible funds next year to include a “Changing Places”<sup>\*</sup> Disabled Toilet facility at the Railway Station. As DCC own the Railway Station Car Park, we would need the support of our County Councillor. It is likely the maximum bid of £75,000 would contribute towards permissions, planning, utility connections, design and build. Other funders would be required, together with further commitments for maintenance and operation/ servicing.*

*<sup>\*</sup><https://www.changing-places.org/>*

### Election Results

*The full results are available at [www.southhams.gov.uk/full-results](http://www.southhams.gov.uk/full-results)*

### SHDC New Member Induction

*The process is underway and will continue over the next couple of weeks. So far, briefings have included an overview of the Council administration and operation, an initial minimum induction to the non-political, semi-judicial Development Management Committee (ie planning), with IT, social media, GDPR, Code of Conduct and Safeguarding to follow.*

*With a new administration in place, we’re awaiting the decision on the makeup of the Executive but the Leader is intending the Executive, Committee Chairs and Full Council Chairmanship and committees to reflect the political persuasions of all those elected. The Liberal Democrat Manifesto will be the guidance for implementation. Committee Membership will be decided at the first Full Council on 25<sup>th</sup> May.*

*Nadine Dommett and Pablo Munoz, District Councillors, Ivybridge West*

*Matthew Steele and Victor Abbott, District Councillors, Ivybridge East*

*The Liberal Democrat Manifesto can be found at <https://www.southhamslibdems.org.uk/> if you scroll down to, “Our Manifesto”. It covers six areas:*

- Housing*
- Environment*
- Planning and Enforcement*
- Town Centres and the Economy*
- Local Democracy/ Governance*
- Health, Wellbeing, Protection and Support*

*Without repeating everything, we hope to:*

- *commence work on Affordable Housing soon, subject to the legal constraints on setting up a company to build the houses and the necessary consultations and permissions for any particular site;*
- *work on environmental issues ranging from investment, liaising with community groups and recovering our residents' successes in recycling;*
- *support our planning, enforcement, arboricultural and landscape officers;*
- *review the range of Parish & Town involvement in public toilet provision and supporting this societal network;*
- *maintain our income through car parking charges but addressing the safeguarding of these and other community assets in the event of changes to local government;*
- *support green spaces, safe travel routes and partnership with caring groups.*

## **POLICE**

Sgt Canning had provided the following report which was circulated prior to the meeting:

*The main issue around the town for us at this time is the rise in ASB, in particular, around the Watermark.  
I have created what we refer to as a Primary Tasking which are key locations all uniformed officers must divert to in the event that they are not at a Live incident. I have also requested extra patrols from the Force Support Group, in particular, over the half-term period. The Neighbourhood Team are well aware of the issue and will be focusing on this.*

The Town Clerk advised that he has a meeting tomorrow with the police and school regarding the anti-social behaviour at The Watermark.

Cllr Steele commented that this is also a problem on Fore Street and the Glanvilles Mill service road during the evenings.

Cllr Weeks commented that the Ivybridge Bloomers have noticed that most of the damage is being done on Saturday evenings.

Cllr Dredge advised that he has a Police meeting tomorrow regarding drugs and a meeting the following week with the Police and Crime Commissioner.

Cllr Murphy commented that he had had feedback from Ivybridge Brewing that they have had problems with youths in the evenings.

The Town Clerk advised that he is hoping to work with the police and the college to identify individuals. Also hoping that Poundland and the Co-op will be involved.

Cllr Murphy asked whether the police could do foot patrols in the area.

The Town Clerk advised that the area is under a Primary Tasking so if officers are not on a 999 call they are in this area.

Cllr S Weeks confirmed that she often sees them patrolling after school hours.

Cllr Hladkij commented that this is not a problem which only affects Ivybridge, the problems in Dartmouth for example are even greater.

Cllr Murphy asked whether better CCTV could be put on The Watermark.

The Town Clerk advised that the Watermark CCTV has provided good enough photos to identify individuals. The College is keen to support the police in identifying individuals. Parents need to do their bit too.

Cllr Murphy asked whether the police could speak to the children.

Cllr L Rea commented that we should trust that the police know how to do their job.

Cllr Hladkij advised that the police do what they can. She works alongside them through her voluntary work. The PCSOs have built up good relationships with a lot of the young people.

The public participation session closed at 7.32pm.