

IVYBRIDGE TOWN COUNCIL

Minutes of the Policy and Resources Committee Held at the Watermark on Monday 5 September 2022 at 7pm

Present: Cllr S Hladkij (Chairperson)
Cllr P Dredge
Cllr A Spencer

In attendance: Mr Jonathan Parsons, Town Clerk
Mrs Julie Gilbert, Assistant Town Clerk

PR22/010 **APOLOGIES:** Apologies were received from Cllr Munro, Cllr Parsons, Cllr T Rea and Cllr Wilson.

PR22/011 **INTERESTS TO BE DECLARED:** The Chairman invited the declaration of any interests. No interests were declared.

PR21/012 **ACCOUNTS FOR PAYMENT:** Members considered the accounts for payment for July 2022 (copy previously circulated). Cllr Dredge went through the larger and more unusual one-off payments in the report, such as Coffeeman £5,655.94 for the purchase of a new coffee machine, Park Life £4,920 which is covered by S106 funding. Members considered the list of Direct Debts for July 2022.

It was **RESOLVED** to receive the list for payments for July 2022 in the sum of £112,444.65 and approved the list of BACS payments.

PR22/013 **INCOME AND EXPENDITURE ACCOUNTS:** Consideration was given to a report on the accounts for the period to 31 July 2022 (copy previously circulated). Cllr Dredge explained to Members that most figures were in line with the budget. He highlighted The Watermark main overhead budget is £112k, £22k is covered from the business floor leaving £90k to recover from other cost centres. There is still a loss on the Catering centre but this is cyclical. The Town Clerk advised that this week could be revelatory with respect to the energy costs. The current tariff expires at the end of October and he will be chasing suppliers. Cllr Dredge expected the Government will be capping energy prices on small businesses however The Watermark does not come under this classification.

It was **RESOLVED** to receive the accounts for the period to 31st July 2022.

PR22/014 **DEBTORS UPDATE:** The Committee considered the aged debtors report (copy previously circulated). Cllr Dredge informed members that he had been unable to liaise with the Finance Officer due to her being on leave. The Town Clerk stated that he had reviewed the list and there was nothing of concern.

It was **RESOLVED** to receive the debtors update.

PR22/015 **HEALTH AND SAFETY:** The Committee considered the regular update from the Assistant Town Clerk. The Town Clerk advised that the delivery of the bin for Filham Park was overdue but he would chase progress (report previously circulated).

It was **RESOLVED** to receive the Health and Safety report and the Town Clerk would chase delivery of the bin for Filham Park.

PR22/016 **YOUTH PROJECTS:** The Town Clerk recapped that at the Town Council meeting in January it was resolved to invest in youth activities, partnering with Youth Genesis. A sum of £4,600 was allocated towards this, however the contact at Youth Genesis and their Chief Executive had been made redundant, and the Town Clerk is currently investigating what has happened to the funding for the Youth Leisure Nights. The advice from VOYC is to offer a grant to people ideally working in the sector already who could provide activities to young people. Cllr Spencer commented that the grant form was lacking in demonstrating what activities and services are not being delivered. The Town Clerk responded that he would be unable to provide this as the list this would be exhaustive, however since publicising the opportunity he has received offers of a diverse range of activities covering sport, for example boxing to creative pursuits such as producing podcasts and Youtube videos. Cllr Dredge remarked that grants of up to £2,300 could use the fund up very quickly. The Town Clerk advised that applicants will need to have somewhere suitable to run activities, and also have appropriate safeguarding credentials. Cllr Spencer stated that although football and cricket are well covered in the town, it is worth noting that some youths of lesser ability are not always catered for if teams discontinue and they aren't able to easily join another team. The committee agreed that it was helpful to include the per head cost to demonstrate what is being offered is value for money.

It was **RESOLVED** to launch the grant fund for young people and the criteria and application form, and at the time of publicising produce examples of suggested activities.

PR22/017 **INTERIM HERITAGE CENTRE:** The Town Clerk met with the Ivybridge Heritage and Archives Group regarding interim use of the St Pierre Sur Dives Room as a heritage centre. A new heritage centre at Stowford Mill could be years away therefore the Town Council could consider offering them help in a way that does not impact room hire as the group are unable to pay any rent. It was proposed to explore the use of the St Pierre Room and Mayor's Room.

Standing orders were suspended in order for the Chair to leave the meeting at 7.38pm to lock the Town Hall. She returned to the meeting at 7.40pm.

Display cabinets could be fitted along the walls in the rooms with displays on top, and the group could obtain funding for these. The proposal would also include accommodating the boardroom table and chairs from the Mill. The current tables could be redeployed in the committee room, and the chairs need to be replaced in any case due to their poor condition. The Town Clerk had looked at the costings for the last 12 months of room hire. The Town Hall had just lost a

customer and the income without that customer is only £1000. He would need to look further at costings and scale of drawings and assess if the space is going to be sufficient plus allow capacity for more items. These are currently stored in private residences, and a lot of artefacts were originally the property of the Town Council and the town's resource. Cllr Spencer suggested that the wall displays could be floor to ceiling to maximise space. The Town Clerk welcomed this idea. The space would allow for community use, and the Heritage Group would be in charge of this and provide sessions a couple of days a week which would be likely to include a Saturday. Cllr Hladkij referred to the cemetery buildings, but the Town Clerk discounted these as they are historic buildings, and have no plumbing for toilets etc and therefore unsuitable for community use.

The committee agreed in principle to using the Town Hall as an interim heritage space, and it was **RESOLVED** that the Town Clerk continues to work with the Ivybridge Heritage and Archives Group with respect to exploring and detailing this proposal.

PR22/018 RETROFIT LED LIGHTING AT THE WATERMARK: Further details were obtained as requested following the meeting on 25 July 2022 (copy previously circulated). All three suppliers had responded to the questions compiled by the Town Clerk following emails with Cllr Wilson after the last meeting. Cllr Dredge stated that he was not technically minded but reiterated Cllr Wilson's three requirements to reduce maintenance, save energy use, and use more technical solutions. The Town Clerk agreed with the theory however to provide more high technical solutions would require a much higher outlay, and the time to specify implement them which they did not have the benefit of as we don't have a dedicated facilities manager, however there would be potential to go for further technical enhancements in the future. The Town Clerk stated that there was still a risk that this proposal might not happen due to demand in the current economic situation, and inflation costs going over the £25k which would necessitate a further tender process. The Libraries Estates team have agreed to contribute 40% of the costs reducing the net cost to around £14,000 and payback time would be two to three years, and that was a conservative estimate assuming energy prices continue to rise. Sticklelectrical are a smaller local company and offered the best value. The Chair was conscious that the Town Clerk needed to pursue this as soon as possible to achieve the savings and the committee were all in agreement.

It was **RESOLVED** to approve the total expenditure form 9103/901 Climate Action Initiatives (currently £30,259) available and delegate the Town Clerk to:

1. Approach Libraries Unlimited to agree the contribution to the costs, and;
2. Commission the works from Sticklelectrical.

PR22/019 UPDATES AND INFORMATION: Members received updates and information on the following items:

Erme Court Car Park

The committee acknowledged that the Town Clerk had successfully negotiated two hours free parking in Erme Court car park from the original position proposed of no free parking. The Town Clerk relayed his frustrations about the car parking management. He had complained about the car park staff previously choosing who he penalises and giving out conflicting information causing confusion. The side road to Tesco does not have 'no entry' signs and is a legitimate exit. The camera installers recognised this and placed cameras to detect this. A car parking attendant will be sent in randomly to check permits.

Support for Ukrainians

The Town Clerk advised that the support for the Ukrainians is going well. This will be seen through until the end of March next year, but then the Council will need to look at how this will work with resources.

Ivybridge Town Football Club

The Town Clerk reminded members that they had agreed to support the project to improve the Ivybridge Town Football club house at Erme Playing Fields. The club had considered putting forwards a plan to build a new standalone club house. This project had proved too expensive and instead they had proposed to revert to building an extension to the club house. The Town Council would lease the land from South Hams District Council and offer a 25-year sub lease to the football club once the building work is completed.

The club are now re-costing plans to ensure they are still feasible. The project will involve a considerable amount of the Town Clerk's and Senior Finance Officer's time, and the sub-lease will only include the pitches and not the trees, leaving these under the management of the Town Council. The committee agreed that these concerns should be taken to the next meeting with the football club.

Butterpark

Heads of terms have been drafted up. The Town Clerk and Mayor met with NPS to discuss the covenants on the site which are in place to not allow profit, and to work within that framework. The Town Council will also wish to have its own covenants in place to ensure we the deliver affordable housing and learning disability units as agreed. There will be three parties in the discussion, namely the Town Council, Devon County Council and the purchasers of the land. Once contracts are signed, the Town Clerk anticipates that the contract of sale will be agreed by the end of the year, however shared Councillors frustrations at the continued delays. He will provide a full update to Full Council.

It was **RESOLVED** to receive and note the information and for the Town Clerk to raise the committee's concerns over the implications for the Town Council at the next football club meeting.

The meeting closed at 8.20pm.

Signed.....
Chairman

Dated.....