

BUCKFASTLEIGH TOWN COUNCIL

Minutes of the Council Matters Meeting held in Room 3 at the Town Hall on Wednesday 12th June 2019 at 7.30 pm.

Present: Councillors: Andy Stokes (Chair), Pam Barrett, John Bailey, Huw Cox, Pamela Forbes, Ron Fox, Gwena Harman, Kate Kayley, David Patrick, Sylvee Phillips and Judith Hart (Town Clerk).

In attendance: 4 members of the public

Press: No Press in attendance

19/20. Apologies: Cllrs Darren Greep and Sue Clarke

19/21. Councillors invited to declare any interests: None

19/22. Questions and comments from the public:

The HGV directional sign to Buckfast has been removed from the Dart Bridge roundabout so lorries are now coming through the town.

Action: Clerk to report to Devon Highways.

The Clerk confirmed that Devon County Council (DCC) has given permission for planters to be placed by a member of the public on Fore Street but not to re-painting the bollards. It is understood that DCC will be looking at highway improvements in this area.

19/23. Minutes of the Council Matters Meeting held on 15th May 2019:

Signed by Cllr Andy Stokes.

19/24. Budget Analysis Report 01.05.19 – 31.05.19:

Noted

19/25. Bank Payments Report and Bank Statement 01.05.19 – 31.05.19:

Noted

19/26. To discuss Independent Auditor's Report for the 2018/19 Year End Accounts:

Actions: Clerk to action all 4 recommendations from this report and was thanked for her work on the Year End Accounts.

19/27. Introduction to Standing Orders and annual review:

The Chair highlighted proposed amendments to the meeting.

Decision: Members voted unanimously to recommend to full Council for resolution.

19/28. Appointment of Members to the Personnel Committee:

The Council Chair is the Chair of the Personnel Committee as defined in the Standing Orders, but previously the individual Chairs of each committee were also members of Personnel. The meeting structure has now changed and currently the Chair of each committee is the same Councillor.

Decision: Members voted unanimously to appoint Cllr Pam Barrett as the staff Line Manager and the following Councillors were appointed to the Personnel Committee: Andy Stokes, Pam Barrett, Sue Clarke, John Bailey and David Patrick.

19/29. Proposal to develop a Health and Well-Being Strategy:

Cllr Barrett reported that community consultations have highlighted numerous topics which could fit into a Well-Being Strategy, e.g. Hello Summer, sport initiatives, Naturally Healthy etc.

There is a need to develop a strategy to coordinate and bring together health and well-being activities for the next 5 to 10 years. This would also include nature, green space, use of pesticides and herbicides, the environment, etc. The Council will have to look at how this will be delivered, the cost, identifying need, age and the provision of community organisation training. The next consultation needs to look at what the community wants for health and well-being.

The poor state of signage and access to areas of the parish such as footpaths was highlighted.

Concern was raised concerning the enormity of the task. What resources would be available for this and what target can we aim for? The community may already meet this with existing facilities such as the swimming pool and sports clubs.

Cllr Barrett asked if the Council wanted to develop a strategy and that a consultation would be carried out to look at what we already provide to produce a policy listing identifying what we would like to support and prioritise. The strategy is not a promise of delivery. The results of the consultation would be a demonstration of community support which could be used for funding bids. The strategy would be a statement of intent linking all the activities.

Members proceeded to vote on 2 issues:

- 1) Does the Council agree to support the development of a Health and Well-Being Strategy?
- 2) Appointment of a working group to develop the strategy.

Decision:

- 1) Members voted unanimously to develop a strategy.
- 2) Cllrs Kayley and Barrett to look at a methodology for a working party and produce a timeframe.

19/30. Proposal to improve the events section of the Town Council Website and install electronic notice boards in key locations to enhance communication to the community:

The Town Diary on the website is not accessible to all. Despite posters and regular postings on social media, events are still missed. The website can be upgraded at a small cost (£110 per year) to permit people and community groups to access and upload their own events, subject to prior approval.

Appropriate sites need to be identified for the electronic noticeboards which will be linked to the website events page. Information for visitors can also be included. Each unit costs approx. £120 and is managed by software currently on free trial for up to 5 units with a subscription for 10 costing £272 pa. Various locations have already been approached.

Cllr Huw Cox left the meeting at 9.27 pm.

Decision: Members voted unanimously to support this initiative with one abstention by Cllr John Bailey who requested further trials and an understanding of what businesses will gain from this, as it takes up their window space?

Cllr Kate Kayley left at 9.29 pm.

Members agreed to a trial of 5 noticeboards and the upgrade of the events page on the website.

19/31. To discuss the provision of financial support for the annual Christmas Fair:

Following a request from the Christmas Fair Committee for financial support and community ownership of this annual event, it was proposed that a grant for £1,500 in funding could be initially agreed by the Town Council to assist with the costs of hosting the fair followed by further discussion to look at funding the provision of an entertainment extravaganza such as a carousel.

Decision: Clerk to contact the Christmas Fair Committee and invite them to submit a Larger Grant Application for funding up to £1,500 subject to a more a detailed breakdown of costs, a timetable of when payments are required and copies of invoices. Clerk to discuss and agree the phasing of funds. The Council is willing to support this event, but due process must be followed.

19/32. Review of proposed designs and cost for a new visitors' sign at the entrance to South Devon Railway:

Deferred to the June Town Council meeting as draft designs have not yet been received.

19/33. Councillor updates regarding matters relevant to this meeting:

Cllr Sylvee Phillips – the recent Traders meeting was well attended and positive. There is a plan to reconvene the Chamber of Trade.

Cllrs John Bailey and Pamela Forbes left the meeting at 9.50 pm

19/34. Items requiring urgent attention:

None

The meeting closed at 9.52 pm.