

BUCKFASTLEIGH TOWN COUNCIL

Minutes of the Town Council Meeting held in the Room 3 at the Town Hall on Wednesday 9th May 2018 at 7.30 pm.

Present: Councillors: Andy Stokes, Janet Jones, Huw Cox, Pamela Forbes, Ron Fox, Simon Rines, Dan Simpson, and Judith Hart (Town Clerk).

In attendance: Cllr John Nutley (District) and 3 members of the public

Press: No Press in attendance

Part I (Open to the Public)

18/32. Apologies: Cllrs Pam Barrett, Mark Maish, Linus McCloskey, Greg Porter and Stuart Barker (County & District)

Cllr Neil Smith did not attend

18/33. Councillors invited to declare any interests: None

18/34. To approve as a correct record and sign the minutes of the Town Council meeting held on 18th April 2018:

Signed and approved by Councillor Andy Stokes

18/35. Questions and comments from the public:

A member of the public asked about the publishing of the Council's accounts. The Clerk explained the procedure for publication and that the accounts are available to view at any time by appointment.

18/36. Reports from the Police, County and District Councillors:

No police report was available for April.

The Chair summarised the report sent by Cllr Stuart Barker on behalf of Devon County Council (DCC). 700 potholes a day are reported to Devon Highways. An additional £4.4 million has been received from the government, £68,000 of which has been allocated to this Ward.

There is concern regarding the impact of ash dieback. 23% of all trees in Devon are ash and it is likely that most of these will need to be felled.

A new scheme is being launched to develop Work Hubs where businesses can receive up to £20K capital funding. Currently 20% of businesses in Devon are run from home. Hubs provide an opportunity for small businesses to access equipment, faster computers and networking.

Cllr John Nutley reported that he attended a workshop for members to review and update their obligations under the Code of Conduct.

There was a presentation at the Overview and Scrutiny Committee from the Devon Learning Disability Partnership on citizenship.

Cllr Nutley has been appointed the Chair of the new Car Park Working Group. A consultation will take place from 8th October to 23rd November 2018, but he would be pleased to receive any issues or questions from Members for the next meeting scheduled for 4th June.

Members asked for clarity on the option of transferring Teignbridge District Council (TDC) owned car parks in the parish to the Town Council. Cllr Nutley agreed to raise this at the next meeting.

18/37. Minutes of the Environment and Transport Committee held on 2nd May 2018:
Noted.

Cllr Janet Jones highlighted the Community Land Trust presentation, Greater Horseshoe Bats and National Planning Policy Framework consultations.

18/38. Minutes of the Non-Quorate Finance Committee held on 25th April 2018 to be noted only: Noted

18/39. Resolution of the draft End of Year Accounts and Bank Balances 2017/18:

Proposed by Cllr Stokes and seconded by Cllr Rines with all Members in agreement. The internal audit is scheduled for 1st June.

18/40. Approve the Annual Governance Statement 2017/18:

Signed by the Chair and the Clerk.

18/41. Grants Process and Community Development Fund Review:

Proposal to introduce a new Perennial Grant subject to the following two amendments:

- 1) Remove the proposed £5,000 or over limit to enable a more flexible approach.
Proposed by Cllr Fox, seconded by Cllr Cox with all Members in favour
- 2) The Town Council reserves the right to pursue the recovery of funding already supplied if the grant is not used as agreed and defined or it has concerns. All Members in agreement.

The new grant was unanimously agreed and adopted. A review of the existing smaller grants policy, a new larger grant fund and future use of the Community Development Fund will be discussed further at the May Finance Committee meeting.

18/42. Approval of budget for the Heart of Buckfastleigh:

A provisional budget of £850 was proposed. Members agreed to ring-fence £850 from the new Culture and Events budget. Proposed by Cllr Simon Rines, seconded by Cllr Janet Jones with all Members in favour.

18/43. Preparation for the July Town Council community consultation event:

It was proposed to hold a community participatory budget setting consultation at the July Town Council meeting in the Town Hall. Proposed by Cllr Simon Rines, seconded by Cllr Ron Fox with all Members in agreement.

Action: Cllr Andy Stokes to organise.

18/44. Adoption of the following new General Data Protection Regulations (GDPR) policies:

- i) GDPR Policy 2018
- ii) GDPR Management of Transferable Data Policy 2018
- iii) GDPR Retention and Disposal Policy 2018
- iv) Social Media and Electronic Communications Policy 2018

The Clerk advised that there is currently further discussion as to whether Parish Clerks should be appointed as the Data Protection Officer for each authority and is awaiting further information from the Society Local Council Clerks.

Policies i) to iii) were proposed by Cllr Janet Jones and seconded by Cllr Huw Cox with all Members in favour.

It was agreed that the draft Social Media and Electronic Communications Policy should be reviewed further before adoption and publication.

18/45. Chair's Announcements:

The new Chair reiterated his thanks to Cllr Pam Barrett. Cllr Stokes would like to continue to make Council meetings more inclusive and encourage greater public participation. He is currently reviewing the Standing Orders with the Clerk. It was noted that residents can join the Environment and Transport (ETC) and Tourism (TRED) committees as members.

18/46. Clerk's Announcements: None

18/47. Correspondence: None

18/48. Reports from other meetings and working parties attended by members:

Cllrs Jones and Cox held an informal councillor surgery in Fore Street which was well received, and they met several new people who had recently moved into the area.

The parking working party has met, and a new speed awareness campaign is being discussed. A petition will shortly be circulated to support the introduction of a 20mph speed limit in the town which once completed will be presented to DCC and TDC.

A member of the public asked that it should be highlighted that Buckfastleigh has no police presence to enforce traffic offences.

A Freedom of Information request will be sent to TDC to assess how many fines are issued for the town car parks, for what reason, how each car park is used and at what times of the day. It was suggested to extend free parking during the evening at Woodholme car park to accommodate people coming home from work and to facilitate a new 10 minutes parking for short visits which will free up spaces. When all the evidence has been collated it was suggested that Cllrs Jones and Cox meet with Cllr Nutley as the new Chair of the TDC Parking Working Group to discuss further.

Cllr Fox advised that some members of the Council and Town Hall staff visited Devonport Guildhall in Plymouth and are exploring new ideas for the future of the Town Hall as a community building with the Real Idea Organisation who run the Guildhall.

Meeting closed at 8.35 pm.