

**BOVEY TRACEY TOWN COUNCIL MEETING HELD AT THE HEATHFIELD COMMUNITY CENTRE,
HEATHFIELD ON MONDAY 22ND JANUARY 2018 AT 7.00PM.**

Present:

The Town Mayor, Cllr Mrs A J Kerswell*
The Deputy Town Mayor, Ms J H Blair

Cllr A Allen	Cllr S P Leigh
Cllr R J Ashby	Cllr Ms C O Richardson
Cllr R A Bray	Cllr C W Robillard
Cllr D K Elphick	Cllr M Tregoning
Cllr G J Gribble**/*	

**County Cllr
*District Cllr

In attendance:

Mr M Wells – Town Clerk
Rev K Hooke – Chaplain to the Council
PCSO P Wilson
One member of the press
Two members of the public

The Town Mayor, Cllr Mrs Kerswell, invited Reverend Hooke to lead prayers, for those who wished to take part, before the meeting opened.

The meeting was chaired by the Town Mayor, Cllr Mrs Kerswell.

FC.18/01 Apologies for absence

Cllr U Arnold (Leave)
Cllr M J Evans (Leave)
Cllr E Kelly (Leave)
District Cllr Mrs S Morgan (Personal commitment)

FC.18/02 Declarations of Interest and Requests for Dispensations

No interests declared.

FC.18/03 Minutes

The minutes of the Town Council meeting held on 13.11.17 (*copy previously circulated*) were confirmed as a true record and were signed by the Town Mayor.

The meeting went out of session

FC.18/04 Report of the Chaplain to the Council

Rev Hooke, the Chaplain to the Council, advised that the Good Friday procession of witness will take place on 30th March, leaving the Recreation Ground at 10am.

FC.18/05 Report of the Police

PCSO Wilson circulated a copy of the recorded crime figures for December 2017. Councillors raised various issues including vandalism at Bullands Field, problems at Heathfield, barn fires in the area and issues at the skate park. PCSO Wilson advised that the Police have limited resources and are trying to monitor the problem areas.

PCSO Wilson left the meeting at 7.07pm.

FC.18/06 Questions and Statements by the Public

In accordance with Standing Order 3F, the Town Mayor invited Members of the Public present to ask questions or make statements. No questions were raised from those present.

The Town Mayor, Cllr Mrs Kerswell read out a letter from Mr Phil Thomas thanking the Town Councillors and staff for the good work undertaken in keeping the town a friendly community.

FC.18/07 County, District and Town Councillor Reports

DCC, TDC and Town Cllr Gribble reported that he had attended all relevant meetings. He had also attended the Carnival Committee AGM, a highways conference, a Bovey Futures meeting, Heathfield Community Centre AGM and meetings regarding parking and speeding issues. He expressed his concern regarding the shortage of funds for school placements.

In the absence of **TDC Cllr Mrs Morgan** the Town Mayor read a submitted report. Cllr Morgan advised that she had attended TDC Full Council meetings, Overview & Scrutiny meetings and Bovey Future meetings. She advised that she is still progressing the possibility of implementing 20 minutes free parking in the car parks and is awaiting another meeting with the Portfolio Holder. An update on the Indio planning application and confirmation of the Committee date is awaited.

TDC Cllr Kerswell reported that she had attended Full Council, Planning and Overview & Scrutiny meetings. She noted that the Overview & Scrutiny Committee is progressing the provision of superfast broadband throughout Devon & Somerset. She advised that Mr Phil Shears, formerly Head of Paid Services, is now TDC's Managing Director. She also advised that the Job Centre Plus office is relocating to Forde House and confirmed that the Job Centre in Sherborne Road will close.

Cllr Ashby advised that he had attended all pre-arranged meetings and the Carol Service.

Cllr Elphick advised that he had attended Bovey Futures meetings, Heritage Trust AGM & Committee meeting. He reported that Heathfield Community Centre AGM now has a new Chairman and Treasurer and that bookings and accounts broke even for last year.

Cllr Ms Richardson reported that the Christmas Light Switch-On event went well and she thanked all who supported the event.

Cllr Ms Blair advised that in November she had attended a meeting at Bovey Tracey Primary School to look at the current capacity/numbers attending and ascertain future requirements. She noted that the Carol Service was well attended. Two meetings of the Neighbourhood Development Planning Steering Group have taken place and she noted her positive impression of the quality of the group members. She is currently engaged on progressing the Young Citizens Award 2018 event. She also noted that it is hoped to hold the Green Man Festival again this year. She confirmed that she had attended all regular Council meetings and Bovey Futures meetings.

Cllr Leigh advised that he had attended all pre-arranged meetings and the first meeting of the Neighbourhood Development Plan Steering Group. He had also been involved in discussions regarding the setting of the Town Council precept.

Cllr Allen reported on the proposed Heathfield rail link. He advised that Network Rail will allow the line to be leased to the rail link group. The group hope to reopen the line by 2020 and provide a park and ride facility. He requested that this item is brought to a future FR&GP Committee meeting for further discussion.

Cllr Robillard advised that a Fairtrade meeting to coordinate Fairtrade Fortnight will take place on 13th February in the Council Chamber at 9.30am. He also advised that a Twinning Committee meeting will take place on 16th February at 5.30pm. A further event is planned to be held at the Edgemoor Hotel at 6.30pm on 8th March.

FC.18/08 Reports of any outside bodies

Cllr Gribble (DALC Larger Councils) advised that he had been unable to attend the last meeting.

Cllr Gribble (Teignbridge Rural Aid Committee) advised that the AGM will take place on 4th April.

Cllr Gribble (TALC) advised that he had attended the meeting and the minutes have been circulated.

Cllr Ashby (Bovey Tracey Heritage Trust) advised that he had been unable to attend the AGM but will attend the next meeting on 6th February.

Cllr Kerswell (Bovey Tracey Exhibition Foundation Trust) reported that no meetings have recently taken place.

Cllr Robillard (Bovey Tracey Information Centre Trust) reported that he will attend a meeting on 24th January.

The meeting returned to session

FC.18/09 Recreation, Parks & Property (RP&P) Committee:

i) The minutes of the meeting held on 11.12.17 (**copy previously circulated*) were received and adopted.

Members considered the following recommendation from the RP&P Committee:

ii) To authorise the Town Mayor and Town Clerk to sign the lease for the Football Club and surrounding patio area at the Recreation Ground on behalf of the Council.

Resolved:

To authorise the Town Mayor and Town Clerk to sign the lease as set out above.

FC.18/10 Finance, Resources & General Purposes (FR&GP) Committee:

i) The minutes of the meeting held on 8.1.18 (**copy previously circulated*) were received and adopted.

Members considered the following recommendations from the FR&GP Committee:

ii) To approve the payment and receipt transactions between 30th October and 31st December 2017 (**copy previously circulated*).

iii) To adopt the draft budget for 2018/19 (**copy previously circulated*).

iv) To approve the setting of the precept at £205,990.00 for 2018/19. The Council Tax Support Grant of £14,760.00 will be added to this.

v) To approve exercising an "Option to Tax" on the land and subsequent building at the site of the Old Thatched Inn.

vi) To delegate to the Town Clerk the authority to sign the relevant HMRC forms, to correspond on this matter with HMRC and to determine the precise effective date of the Option to Tax and VAT registration.

vii) To approve the election of Members to the Council's Standing Committees as follows:

Finance, Resources

& General Purposes

Cllr Ms Blair (Ex Officio)
Cllr Allen
Cllr Evans
Cllr Gribble
Cllr Leigh
Cllr Ms Richardson
Cllr Robillard

Recreation, Parks

& Property

Cllr Mrs Kerswell (Ex Officio)
Cllr Allen
Cllr Arnold
Cllr Bray
Cllr Elphick
Cllr Kelly
Cllr Robillard

Planning

Cllr Mrs Kerswell (Ex Officio)
Cllr Ms Blair
Cllr Arnold
Cllr Ashby
Cllr Bray
Cllr Evans
Cllr Kelly

viii) To confirm the revised Terms of Reference (incorporating the proposed amendment) for the three Standing Committees as previously circulated.

Resolved:

To approve the recommendations ii) to viii) as set out above.

FC.18/11

Planning Committee:

The minutes of the meetings held on 27.11.17, 11.12.17 & 8.1.18 (**copies previously circulated*) were received and adopted.

FC.18/12

The Town Mayor's Interests:

A copy of the Town Mayor's engagements/announcements (**copy previously circulated*) was noted.

19 th November	Civic Service, Dawlish
2 nd December	Bovey Tracey Christmas Lights Switch-on
7 th December	Rowcroft Carol Service, PPT Church
9 th December	Official opening of WW2 Interpretation Board, Dunley Cross, Chudleigh Knighton
11 th December	Civic Carol Service, Kingsteignton Parish Hall
14 th December	Civic Carol Service, Teignmouth
17 th December	Rowcroft Carol Service, Buckfast Abbey
18 th December	Civic Carol Service, PPT Church
20 th December	Christmas Party BT Activities Trust, Phoenix Hall
21 st December	Bovey Tracey & Heathfield Christmas Lights Judging
25 th December	Christmas Day Visit to Tracey House Retirement Home

FC.18/13

Honorary Representative of the Lord of the Manor 2018/19:

Consideration was given to advertising the role of Honorary Representative of the Lord of the Manor for 2018/19 inviting nominations for consideration.

Resolved:

To advertise the role of Honorary Representative of the Lord of the Manor for 2018/19. Cllr Allen offered to investigate options to enhance the role.

FC.18/14 Nominations – Royal Garden Party – 5th June 2018:

It was noted that Her Majesty will be hosting a Royal Garden Party on 5th June 2018. Devon ALC has been invited to nominate four individuals (plus their guests) to attend, selected at random by Devon ALC following the nomination closing date of Wednesday 31st January 2018. Members considered a nomination from Bovey Tracey Town Council.

Resolved:

To nominate the Town Mayor, Cllr Mrs Kerswell, to go forward for random selection by Devon ALC.

FC.18/15 Peregrine Mears Architects – Amended Appointment:

Consideration was given to a revised fee proposal (**copy previously circulated*). The Town Clerk presented the background to the revised fee proposal and explained that it is an extension to the initial completion of RIBA stages 1 – 3.

Resolved:

To accept the revised fee proposal.

FC.18/16 Neighbourhood Development Plan (NDP) Steering Group:

In the absence of the Chairman, Cllr Ms Blair provided an update and advised that the Steering Group is preparing a questionnaire for public engagement to highlight matters of concern which will then create any task and finish groups. She advised that the next meeting will take place on 1st February at 7pm.

FC.18/17 Programme of Meetings for the Remainder of 2017/18:

Consideration was given to the current meeting schedule, in light of the recent Committee Structure review (**copy previously circulated*).

Resolved:

To hold the Planning Meetings at 6.15pm on specified Mondays for a trial period. A revised programme of meetings to be circulate to all Town Councillors.

The meeting closed at 7.49pm.

DRAFT