

**BOVEY TRACEY TOWN COUNCIL MEETING HELD AT THE COMMUNITY CENTRE,  
CANNON ROAD, HEATHFIELD ON MONDAY 21<sup>ST</sup> JANUARY 2019 AT 7.00PM**

**Present:**

The Deputy Town Mayor, Cllr G J Gribble\*\*/\*

Cllr A Allen	Cllr Mrs A J Kerswell*
Cllr R J Ashby	Cllr S P Leigh
Cllr R A Bray	Cllr Ms C O Richardson
Cllr D K Elphick	Cllr C W Robillard

\*\*County Cllr

\*District Cllr

**In attendance:**

Mr M Wells – Town Clerk  
Mrs L Warren  
Rev K Hooke – Chaplain to the Council  
District Cllr Mrs S Morgan  
One member of the press  
Five members of the public

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

The meeting was chaired by the Deputy Town Mayor, Cllr Gribble.

Cllr Gribble opened the meeting and advised that Mr Ian Barclay would be making an audio recording of the meeting extracts of which will be included in the Talking Bovey Project.

**FC.19/01      Apologies for absence**

The Town Mayor, Cllr Ms J H Blair (Leave)  
Cllr U Arnold (Leave)  
Cllr M J Evans (Leave)  
Cllr E Kelly (Leave)  
Cllr M Tregoning (Unwell)  
PCSO P Wilson

**FC.19/02      Declarations of Interest and Requests for Dispensations**

Members approved a Dispensation Request Form completed by Members present to enable them to discuss the setting of the Town Council's budget and precept for 2019/2020.

**FC.19/03      Minutes**

The minutes of the Town Council meeting held on 12.11.18 (*\*copy previously circulated*) were confirmed as a true record and were signed by the Deputy Town Mayor.

***The meeting went out of session***

**FC.19/04 Report of the Chaplain to the Council**

Rev Hooke, Chaplain to the Council, advised that Rev Mark Styants, minister at the Baptist Church, will be leaving the town. He also noted that the Moorland Care Group has recently appointed a new part-time member of staff, Ms Jane Edwards. Ms Edwards will provide end of life care and dementia support. It is hoped that she may be able to attend a forthcoming Council Meeting to meet Councillors and outline her role.

*District Cllr Mrs Morgan joined the meeting at 7.04pm.*

**FC.19/05 Report of the Police**

A copy of the Neighbourhood Police Report for the period 1<sup>st</sup> to 31<sup>st</sup> December 2018 was circulated to all Councillors present.

Cllr Mrs Kerswell referred to recent burglaries and an incident at Pottery Road Roundabout. She also noted that the bench at Bullands Field had been vandalised again. The Town Clerk agreed to pass Cllr Mrs Kerswell's concerns to PCSO Wilson.

**FC.19/06 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.

**Cllr Robillard** advised that Ms Janet Harrison will be 90 next month. Ms Harrison had delivered meals on wheels in the town for over twenty years. She had also assisted at a group for disabled people and is a member of the Society of Artists. It was agreed that a birthday card would be available in the Council office for anyone who wishes to sign.

**Mr L Calder (Neighbourhood Watch)** referred to the recent burglaries particularly at New Park, graffiti and discarded alcohol bottles and enquired how these issues can be alleviated. He advised that there is a Neighbourhood Watch Co-ordinator at New Park.

**Mr P Beecher** enquired if decisions made at TDC without consultation with Town and Parish Councils had resulted in an increase for the Town Council's budget and precept setting for 2019/20. The Town Clerk advised the Council Tax Support Grant had been removed by TDC without consultation and this had created a shortfall. He noted that the details of the budget and precept figures will be available in the next edition of the Quality Update newsletter. Mr Beecher advised that a new charging/booking system has been introduced at Dyrons Leisure Centre which is causing issues with some regular users.

**FC.19/07 County, District and Town Councillor Reports**

**DCC, TDC & Town Cllr Gribble** reported that at DCC he had attended regular meetings together with meetings concerning parking issues, budget meetings, Wray Valley, Stover Trail and Teign Estuary site visits. He had also attended meetings and visits regarding travellers. He noted that the TALC AGM will take place on 15<sup>th</sup> May and the next DALC meeting takes place on 14<sup>th</sup> February. At TDC he had attended Full Council meetings, Overview and Scrutiny, Planning and Budget meetings. Locally he had attended regular meetings, budget meetings, Carnival Committee AGM, Civic Carol Service and the funeral of Fernley Holmes, a former Councillor.

**TDC Cllr Mrs Kerswell** noted that she had attended the funeral of Fernley Holmes. She referred to the Public Space Protection Order (PSPO) and advised that providing a dog

walker has relevant insurance they can walk up to six dogs in PSPO areas. She noted that a PSPO review group commences in March. She referred to development on the Wolborough Hill site and confirmed that this will go ahead.

**Cllr Gribble** thanked Cllrs Mrs Kerswell and Mrs Morgan for their support regarding local issues.

**TDC Cllr Mrs Morgan** noted that the bench at Bullands Field had again been vandalised. She had also attended the funeral of Fernley Holmes. She advised that she had assisted at HITS (Homeless in Teignbridge Support) and noted that local families were in need of support. She stated that HITS is always looking for goods and volunteers to assist. She advised that she had supported the Swimming Pool Association (SPA) with a grant from her Community Fund. She noted that the swimming pool fundraising event over Christmas had been successful. She advised the SPA are currently fundraising for a mosaic to commemorate its 50<sup>th</sup> anniversary.

**Cllr Elphick** attended meetings with representatives of the Football Club regarding the changing rooms. He had also attended a Heathfield Community Centre meeting and noted that the Centre is regularly used.

**Cllr Bray** attended Community Centre meetings, a Regeneration Committee meeting and the Civic Carol Service.

**Cllr Robillard** advised that new companies have joined the Fairtrade Group and it is hoped that some events will take place during Fairtrade Fortnight.

**Cllr Ashby** noted recent correspondence from the Town Council's agent concerning Brimley Field. This correspondence will be considered at a forthcoming Committee meeting. He advised that he had attended meetings of the Community Centre Steering Group.

**Cllr Allen** advised that he had chaired two Community Centre Steering Group meetings. He noted the success of the Christmas Fayre. Plastic Free Bovey has now set up a Steering Group. He noted a meeting with representatives of Bovey Futures regarding the covenanted land. He attended the Carol Service. He noted that the Information Centre has now relocated to a temporary building in Station Road Car Park and advised that the delay with the Community Centre building will result in additional monthly expenditure for the Information Centre. The Information Centre will open the last week of January. He commented favourably on the Councillor Induction Pack.

#### **FC.19/08**

#### **Reports of any outside bodies**

**Cllr Gribble (Devon Association of Local Councils)** advised that the next meeting will take place on 14<sup>th</sup> February.

**Cllr Gribble (Teignbridge Rural Aid Committee)** advised that the AGM will take place on 15<sup>th</sup> May.

**Cllrs Evans & Leigh (Teignbridge Association of Local Councils).** Cllr Leigh advised that Cllr Evans had attended a recent meeting. As Cllr Evans was absent no report was given.

**Cllrs Ashby & Elphick (Bovey Tracey Heritage Trust).** Cllr Ashby advised that a meeting will take place on 12<sup>th</sup> February.

**Cllrs Ashby, Bray & Kerswell (Bovey Tracey Exhibition Foundation Trust).** Cllr Mrs Kerswell advised that no recent meetings have been held.

**Cllr Allen ( Bovey Tracey Information Centre Trust).** Cllr Allen advised that the Trust has re-located to a temporary building in Station Road Car Park.

**Cllr Allen (Plastic Free Bovey).** Cllr Allen advised that a Steering Group has been set up.

**Vacant (Police & Crime Commissioner Council Advocate Scheme)**

***The meeting returned to session***

**FC.19/09 Recreation, Parks & Property (RP&P) Committee:**

i) The minutes of the meeting held on 10.12.18 (*\*draft copy previously circulated*) were received and adopted.

Members considered the following:

ii) Approval of the draft Heads of Terms relating to Station Road Car Park (RP&P.18/76) (*\*copy previously circulated*) and appoint the Town Council's Legal Advice Service as the Council's legal representatives. The Town Clerk outlined the detail of the documents.

**Resolved:**

To approve the draft Heads of Terms relating to Station Road Car Park and appoint the Town Council's Legal Advice Service as the Council's legal representatives.

**FC.19/10 Finance, Resources & General Purposes (FR&GP) Committee:**

i) The minutes of the meeting held on 7.1.19 (*\*draft copy previously circulated*) were received and adopted.

Members considered the following:

ii) Adoption of the draft budget for 2019/20 (*\*copy previously circulated*). Cllr Leigh outlined the draft budget.

**Resolved:**

To adopt the draft budget for 2019/20.

iii) Approval of the setting of the precept at £232,850.00 for 2019/20. Cllr Leigh outlined the precept figure.

**Resolved:**

To approve the setting of the precept at £232,850.00 for 2019/20.

iv) Adoption of a Councillor Induction Pack (*\*copy previously circulated*)

**Resolved:**

To adopt a Councillor Induction Pack.

v) Review the Treasury and Investment Policy (*\*copy previously circulated*). Cllr Leigh provided an update.

**Resolved:**

To request the Town Clerk to obtain the cost of external financial advice and report back to the FR&GP Committee.

vi) Members received and noted NALC's Legal Briefing (L04-11) (*\*copy previously circulated*) following the GDPR Audit.

vii) Approval of revised Terms of Reference for the FR&GP Committee (*\*copy previously circulated*).

**Resolved:**

To approve the revised Terms of Reference for the FR&GP Committee.

viii) Adoption of a Data Breach Policy (*\*copy previously circulated*)

**Resolved:**

To adopt a Data Breach Policy.

*District Cllr Mrs Morgan left the meeting at 8pm.*

**FC.19/11**

**Planning Committee:**

i) The minutes of the meetings held on 26.11.18, 10.12.18 (*\*copies previously circulated*) & 7.1.19 (*\*draft copy previously circulated*) were received and adopted.

**FC.19/12**

**The Town Mayor's Interests:**

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

13 <sup>th</sup> November	Neighbourhood Plan Consultation Event – Heathfield Community Centre
29 <sup>th</sup> November	Bovey Future AGM – Dartmoor Whisky Distillery
1 <sup>st</sup> December	Christmas Lights Switch-on & Street Fayre – Fore Street
6 <sup>th</sup> December	Rowcroft Light up a Life Service – PPT Church
12 <sup>th</sup> December	Nativity Play – St Catherine's Primary School, Heathfield
16 <sup>th</sup> December	Celebration of Christmas (Rowcroft) – Buckfast Abbey
17 <sup>th</sup> December	Bovey Tracey Carol Service – PPT Church
18 <sup>th</sup> December	Bovey Tracey Primary School Concert – Bovey Tracey Primary School

**FC.19/13 Honorary Representative of the Lord of the Manor 2019/20:**

Members considered advertising the role of Honorary Representative of the Lord of the Manor for 2019/20 inviting nominations for consideration.

**Resolved:**

To advertise the role and invite nominations for consideration.

**FC.19/14 Nominations – Royal Garden Party – 29<sup>th</sup> May 2019:**

Members considered a nomination from Bovey Tracey Town Council.

**Resolved:**

To nominate the Town Mayor, Cllr Ms Blair.

**FC.19/15 Young Citizen of the Year Award 2019:**

Members considered holding the Young Citizen of the Year Award for 2019. If agreed, appointing a lead Councillor to undertake the process. Cllr Allen explained that he and Cllr Ms Blair were prepared to jointly undertake the lead process.

**Resolved:**

To hold the Young Citizen of the Year Award 2019 and appoint Cllrs Ms Blair and Allen to manage the process.

**FC.19/16 Police and Crime Commissioner – Council Advocate Scheme:**

Members considered appointing a Councillor Advocate (*\*copy of Role Profile previously circulated*). Cllr Robillard stated his interest in taking on the role.

**Resolved:**

To appoint Cllr Robillard.

**FC.19/17 Bovey Parish Neighbourhood Plan:**

Cllr Leigh provided an update and advised that the consultation objectives are being formulated into policies. It was resolved to suspend Standing Orders to receive a further update from the NDP Steering Group Vice Chair, Mr Tom Wilson.

**FC.19/18 Community Centre Development:**

Cllr Allen provided a progress update. He noted that two Steering Group meetings had taken place. The partial land transfer was progressing. The archaeological survey has been completed with no further finds.

**FC.19/19 Annual Town Meeting:**

Members considered changing the date for the Annual Town Meeting due to the forthcoming elections and subsequent purdah period.

**Resolved:**

To re-schedule the Annual Town Meeting to take place on 13<sup>th</sup> March 2019.

Cllr Gribble thanked the public and Town Councillors for attending the meeting.

The meeting closed at 8.15pm.

**Reminder for Members:**

- **You must declare the nature of any disclosable pecuniary interests (under the Localism Act 2011, this means the interests of your spouse, or civil partner, a person with whom you are living with as husband and wife or a person with whom you are living as if you are civil partners). You must also disclose any personal interest.**
- **You must disclose your interest in an item whenever it becomes apparent that you have an interest in the business being considered.**
- **Make sure you say what your interest is, as this has to be included in the minutes. (For example, 'I have a disclosable pecuniary interest because this planning application is made by my husband's employer').**
- **If your interest is a disclosable pecuniary interest, you cannot participate in the discussion, cannot vote and must leave the room unless you have obtained a dispensation from the Clerk.**