



Tiverton Town Council

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Minutes of the Meeting of the Full Council Meeting held in the Town Hall on Monday 29th November 2021.

Cllrs: S Griggs (Mayor), A Hendy, (Deputy Mayor), A Berry, J Blagg, W Burke, S Bush, L Cruwys, N Davey, C Daw, C Harrower, I Hill, P Hill, Peter Hill, B Holdman, T Lindus, D Knowles, A Perris, S Pugh, J Rendle.

In attendance: Mr J Vanderwolfe (Town Clerk), Mrs J Hubbard (Assistant to the Town Clerk), Mr A Burnett (Beadle), Cllr R Chesterton (DCC), Mr A Busby (MDDC), Mr K Ashton (MDDC) and one member of press.

253	Apologies for Absence: Cllrs, C & E Slade, (personal), D Garcia-Parejo (sick).
254	Declarations of Interest under the Code of Conduct Cllr D Knowles declared a personal interest in item 9 on the agenda as he is the portfolio holder and district councillor. Cllr's W Burke, L Cruwys, N Davey, C Daw, S Griggs, B Holdman, S Pugh, also declared personal interests as district councillors. The Town Clerk reminded the councillors to declare an interest in item 10 on the agenda if they had directly received any benefit from the service.
255	Minutes: To adopt the Minutes of the Council Meeting held on the 27th September 2021 Resolved to accept the Minutes. The Mayor signed the Minutes.
256	Matters arising from the above Cllr I Hill said that at the last full council meeting when she gave a report there was an issue regarding contacting the Bailiff of the Hundred for the town leat. This had been done via email. None of the proposals in that report were presented to the town council in terms of them being ratified or agreed. Cllr I Hill proposed a motion that the council now accepts the proposals. The Town Clerk responded to say that Cllr I Hill could not propose during this meeting. The item could be added to the agenda for the next full council meeting to be held in January 2022. Cllr I Hill requested that the item be added to the agenda for the January meeting. She said that there was a real need to discuss the options going forward for the leat as things had stagnated on any forward progress. Cllr B Holdman updated the members on the course that he had attended on social media. He said that he had found it very useful. He commented that all councillors should be aware of their comments on social media platforms such as face book.
257	Democratic Period The Beadle expressed concern that the town car park ticketing machines were not functioning properly and that credit cards were getting stuck in the machines. He said he and other members of public had great difficulty with the machines. Cllr C Daw said she was aware of the issue and it had been reported and said that it is now

	being looked at. She agreed to report back on this issue.
258	Items recommended to be taken in Part B: The Town Clerk does not recommend any items on this agenda to be taken in Part B.
259	<p>Mayor's Announcements</p> <p>Cllr S Griggs said she had been very busy with assisting constituents, answering queries and helping to sort problems where she could.</p> <p>She said that the first farmer's market held on the 6th November 2021 had been successful, and had received good feedback. She hoped that it would become a regular event. Traders had remarked that it had also increased footfall in the town.</p> <p>Cllr Griggs said that she had also attended the Armistice Service and the Remembrance Sunday Service and Parade, she said that it was a shame that more councillors did not attend the parade as it was good for the constituents to see the councillors participating.</p> <p>Cllr Griggs reminded the councillors that they were expected to attend unless they sent an apology.</p> <p>Cllr S Griggs said that she had enjoyed the recent Tiverton Museum AGM and the Twinning AGM, and had been involved with the planting of daffodil bulbs and was looking forward to Spring 2022 to see them bloom.</p> <p>Cllr S Griggs said she had enjoyed the Christmas switch-on event and was pleased to see so many people attending the event. The pyro-technic display was very dramatic and she informed the members that Sapphire Recruitment Agency had won the best Christmas window display. She said that there had been a lots of positive feedback on this event.</p> <p>Cllr S Griggs informed the members that Cllr Burke had been thanked via an article in the local paper, she also thanked Cllr W Burke for all his hard work for Tiverton in Bloom in the town.</p> <p>She finished by reminding the members of her forthcoming Christmas Drinks evening and inviting them to join her for a drink and some nibbles.</p>
260	<p>County and District Council Reports</p> <p>The reports had been previously circulated to the members.</p> <p>Cllr R Chesterton read out the County council report, which had been previously circulated.</p> <p>Cllr B Holdman praised Cllr Chesterton for a good report and asked if he had any information regarding the town police station re-opening and whether they were going to utilise volunteers to assist in the re-opening.</p> <p>Cllr Chesterton said this was not a county council issue but one for the Police & Crime Commissioner. He said he would try to find out some more information.</p> <p>Cllr D Knowles said that he had recently met with the Police and Crime Commissioner who had informed him that works were being carried out to prepare Tiverton Police Station for re-opening hopefully in January 2022.</p> <p>Cllr C Harrower informed Cllr Chesterton that there were still issues with wheelchair access in Westexe and a lamppost that had still to be removed and wanted to know if there has been any follow-up. She said that she looked forward to his input into this.</p> <p>Cllr Chesterton said that he had not been able to progress with these issues but would continue to pursue it.</p> <p>Cllr Harrower went on to say that there were a number of potholes on the Stoodleigh to Poughill lanes that were progressively getting worse. She said that she had encountered county highways teams who had filled in some of the potholes but missed others and questioned why.</p> <p>Cllr Chesterton said that every pothole needed to be reported on the county council website in order for the teams to ensure that they brought the correct amount of repair material with them to fill the pot holes. They did not carry a surplus of filler with them due to budget</p>

	<p>constraints. He advised Cllr Harrower to send him details of the potholes that had been left.</p> <p>Cllr I Hill thanked Cllr Chesterton for sending her the large print copy of his report to her. She asked for an update on the recent upgraded Wi-Fi for Bolham village as only some of the residents were able to benefit currently. Cllr Hill suggested there might be a way of utilising the conduits and the telegraph poles in order to connect the rest of the village. Cllr Chesterton said that he would look into this.</p> <p>Cllr N Davey read out the District Council Report, which had been previously circulated.</p> <p>Cllr S Pugh said he wanted to give his thanks to the district council for the addition of free parking at Westexe car park for the Christmas period.</p> <p>Cllr B Holdman asked whether there was a possibility of extending free parking during January 2022 in order to help businesses and boost footfall.</p> <p>Cllr Davey said the council would struggle financially to allow more free parking, it would be down to the cabinet to make that decision.</p> <p>Cllr L Cruwys pointed out that the new housing pods for Shapland Place should read carbon neutral rather than carbon zero as described. He also queried the designs that have been shown on social media as they differed to the Shapland Place design.</p> <p>Cllr Griggs expressed concern and surprise at the educational gaps in Tiverton currently. These issues have been going on for a long length of time. She said that the district council had been working with local businesses to see how they can bridge this gap.</p>
261	<p>Presentation by Andrew Busby of MDDC requesting that Tiverton Town Council takes ownership of the town CCTV system. Council to decide if it wishes to take on this asset.</p> <p>Mr A Busby read out the report which had been previously circulated to the councillors.</p> <p>Cllr T Lindus Questioned whether you want us to take it on or give a larger contribution. He said he was not happy with this proposal.</p> <p>Cllr P Hill expressed concern that there appeared to be faults in the system and in my interpretation of what the report says “it is not fit for purpose” therefore felt that it would not be prudent for the town council to take ownership.</p> <p>Cllr N Davey said that it was not clear why the town council should take on the CCTV system rather than district council continue to run it. He was not convinced on the massive upgrade costs. He suggested that the town council contribute a larger proportion of the costs but the district council should continue to have ownership. He also queried why the police were not funding more.</p> <p>Cllr B Holdman said that he agreed with the member’s concerns. He said that the town council appeared to be taking on more and more services. He could not understand why the district council had not kept up with the maintenance of the system and felt that they could do more as it was an important service for the town.</p> <p>Cllr D Knowles said he wanted to thank Mr Busby and Mr Ashton for all the work that they had put into this project. He said that he had looked after this project for the last few years, he acknowledged that the current system had come to end of its life, the technology has been superseded, with the current cameras not recognised anymore. Cllr Knowles felt that this was a valuable asset for the town council, and proposed to move that the council take over the ownership and running of the CCTV system as a going concern.</p> <p>Cllr W Burke seconded this proposal, saying there was a need for an up to date CCTV system in the town to protect the public.</p> <p>Cllr C Harrower asked if Cullompton and Crediton CCTV systems were in good repair, whether they had their own equipment and did they take it on in good repair.</p> <p>Cllr A Perris suggested maintaining the system as it was rather than updating to a new</p>

	<p>system. He felt that there had not been enough time to properly consider the proposal. Cllr S Bush agreed that there had not been enough time to look at the proposal and to consider this he felt that it would be helpful to visit Cullompton and Crediton to see their CCTV systems.</p> <p>Cllr T Lindus agreed with the concerns.</p> <p>Cllr Griggs suggested that the proposal be deferred.</p> <p>The Town Clerk suggested another meeting before the Christmas break where this item would be the sole issue discussed.</p> <p>Cllr Peter Hill asked where the district council got their match funding from to secure the grant for the CCTV system.</p> <p>Mr Ashton stated that it was specifically the Town Council that had been entered for the match funding purposes. This was done in March 2021.</p> <p>Cllr Peter Hill asked if there would be a possibility of seeing the grant application as this seemed unprofessional.</p> <p>The Town Clerk explained to the members that he had been waiting on all the information before bringing the proposal to them. This had taken time.</p> <p>It was resolved to defer the proposal to allow more information on this project to be provided.</p> <p>Cllr C Daw apologised to Mr Busby and Mr Ashton regarding comments by a member relating to “unprofessional”</p> <p>Cllr I Hill requested it be Minuted that none of the members had suggested that the district council had been unprofessional.</p> <p>Cllr J Rendle suggested all questions be submitted to the Town Clerk prior to the proposed meeting.</p>
<p>262</p>	<p>Request from CHAT for £5,000 to be used exclusively for fuel costs for those accessing the food bank or other services. Report by Alison Padfield was previously circulated to all the members.</p> <p>Cllr A Perris gave a brief overview and reminder of the situation regarding the report from CHAT.</p> <p>Cllr Harrower asked if I were to go to CHAT would they pay me direct or to the fuel provider, as she wanted reassurance that any grant given would go towards the costs of fuel only.</p> <p>Cllr Perris said that it was his understanding that they would offer a whole package of support.</p> <p>Cllr Lindus would like to second the proposal.</p> <p>Cllr N Davey would like to support CHAT in the worthy work that they carry out.</p> <p>Cllr W Burke mentioned that there were already in place other available grants from the county council and the district council. He questioned the need to pay out another large amount. He said he could not support this proposal.</p> <p>Cllr Daw said she was a bit concerned that quite a large sum of money had been given to one organisation, as there were a lot of other very worthy organisations that needed supporting.</p> <p>Cllr L Cruwys said the working group of the district council had finalised the grants for cabinet, there had been 7 applicants and they were all worthy organisations that had struggled throughout the pandemic. He said that it was agreed to give the same amount of funding to each applicant as it was difficult to assess how the impacts of covid-19 had differed.</p> <p>Cllr S Bush said he was in support of the motion as this was a very specific sum of money for a very specific purpose. The Community Resilience Working Party had decided that CHAT would be the chosen organisation to best distribute aid to the community.</p> <p>Cllr S Pugh requested information on which organisations had been awarded a grant from</p>

	<p>the town council in the last two years.</p> <p>Cllr D Knowles asked how the individual applicants would be assessed for need and a breakdown of how the £5,000 would be distributed.</p> <p>Cllr A Perris that CHAT would process all applicants accessing the food bank and other services, the grants awarded would be as small one off payments.</p> <p>A vote was carried out with 12 in favour, 2 against and 2 abstaining.</p> <p>Cllr W Burke wished it to be recorded that he was against.</p> <p>It was resolved to accept this proposal.</p>
263	<p>Motion from Cllr S Griggs <i>That this council appoints a Town Centre Manager.</i></p> <p>Cllr S Griggs said she would like to propose that the council engage a part-time town centre manager for a period of 2 years. They would manage the town and develop a business plan to make Tiverton a B.I.D. town.</p> <p>The proposed manager would take on a pro-active role for the town centre and build relationships with the traders. They would look at anti-social issues and manage town events. Cllr Griggs mentioned the recent “Eats” festival which had proved very successful and hoped that events such as this could help revive the town and increase employment. The successful candidate would need to be driven and excited for creating change and Cllr Griggs believed that this could be achieved. She said that there would be a need for a rigid recruitment process to secure this.</p> <p>Cllr N Davey seconded the proposal.</p> <p>Cllr W Burke said that there had been two previous town managers who had failed in achieving what had been set out. He questioned why the council should spend money on this proposal.</p> <p>Cllr B Holdman asked if the Town Centre Partnership had been consulted and what help would come if any, from the district council.</p> <p>Cllr N Davey said that the district council had a previous town centre manager for a number of months before taking on a market manager who then took on some of the responsibilities as the town centre manager too, but not specifically just for Tiverton, it had included other Mid Devon towns. He has since left this position. Cllr N Davey felt that a town centre manager for Tiverton employed by the town council would be a benefit to town. He agreed that there would be a need to liaise with the district council too. Cllr Davey said that if they secured B.I.D. status then then B.I.D. would employ them. He cited the costs for Christmas lighting as a possible benefit.</p> <p>Cllr D Knowles said he would support the proposal for a temporary post. He felt that there was a need for such a person to be at the helm.</p> <p>Cllr T Lindus asked what the proposed finance was and would they also promote the Town Hall and the New Hall.</p> <p>Cllr P Hill asked if the council had a job description for the position and also asked how the successful candidate would be monitored in terms of achieving goals.</p> <p>Cllr S Bush said he would support this proposal in principle, but felt that the person would have to be a very unique individual possessing a multi skills base.</p> <p>Cllr I Hill asked what the priority for the position was and what the main focus would be. The Town Clerk said that a budget of £20,000 had been set aside to make provision for the proposed manager. He suggested that 21 hours per week would be required.</p> <p>Cllr Griggs appreciated that finding the right candidate could take time but she was happy to wait for the right person.</p> <p>A vote was carried out with 14 for and 2 against.</p> <p>The motion was carried.</p>
264	<p>Committee Minutes:</p> <p>a) Finance & General Purpose Minutes of the 22nd November 2021 presented by</p>

	<p>Cllr N Davey.</p> <p>All resolved to accept.</p> <p>b) Planning Minutes of the 4th & 18th October 2021 presented by Cllr L Cruwys.</p> <p>All resolved to accept.</p> <p>c) Civic Committee Minutes of the 11th October 2021 presented by Cllr L Cruwys.</p> <p>All resolved to accept.</p> <p>d) Climate Change Committee Minutes of the 25th October 2021 presented by Cllr S Bush.</p> <p>All resolved to accept.</p> <p>e) Resilience Working Party Report presented by Cllr A Perris</p> <p>f) Other Reports or Statements</p> <p>Cllr S Pugh said that he had attended a zoom webinar on flood awareness and asked if the slides from the presentation could be circulated amongst the members.</p> <p>Cllr B Holdman said that the group Allies had been involved with the planting of 30,000 daffodil bulbs and he thanked all the councillors who had got involved with the project.</p>
265	<p>Finance:</p> <p>a) To receive the interim report from the Internal Auditor this had been previously circulated.</p> <p>The Town Clerk said that he had received the interim report from the newly appointed Auditors Westcott which was favourable with only minor notes regarding the review of the standing orders and the financial regulations to be looked at in the new year.</p> <p>b) Replacement of boilers at the Town Hall: meeting to authorise the replacement of boilers at the Town Hall. Two quotations received.</p> <p>The town Clerk explained to the members that the boilers in the town hall were in need of replacing. One was no longer functioning and the other had been patched to run a little longer until a new one was installed. He had received 2 quotations for these works. The first was for a cost of £11,000 and the second quote received was for a cost of £8,635. He recommended that the council opt for the cheaper quote as the contractors were local and had previously worked on the heating system so were familiar with how it operated.</p> <p>It was accepted to opt for the second quotation at a cost of £8, 635.</p> <p>c) To receive the recommendations from the Finance Committee for the budget and precept demand for the year commencing 1st April 2022.</p> <p>The Town Clerk informed the members that although there had been some amendments to a few items in the budget the final draft meant a 0% increase as far as the D rate was concerned. This budget made provision for the CCTV project and the Town Centre Manager project.</p> <p>The precept demand therefore would be £459,732.</p> <p>Cllr N Davey as the Chair of the Finance & General Purpose Committee and Cllr I Hill as Vice Chair had scrutinized the draft budget prior to it being put forward and some revised figures were then made.</p> <p>Some of the members asked questions regarding the council reserves. Cllr N Davey responded to these.</p> <p>Cllr N Davey proposed to accept the proposal this was seconded by Cllr I Hill.</p> <p>All resolved to accept the proposed budget and Precept demand.</p>
266	Correspondence: There was no correspondence.
267	Date of Next Meeting: Monday 24th January 2022 at 6.30pm