



Tiverton Town Council

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Minutes of the Zoom Full Council Meeting of the Council held on Monday 23rd November 2020 at 6pm.

Present: Cllr's C Slade (Mayor), S Griggs (Deputy Mayor), J Blagg, A Hendy, S Bush, L Cruwys, P Hill, J Rendle, B Holdman, I Hill, N Davey, D Knowles, A Perris, David Garcia, A Mulligan, A Bush, T Lindus and W Burke.

In attendance: Town Clerk (Mr J Vanderwolfe), Cllr P Colethorpe, Members of The High School, Member of Blundell's School and one member of the public.

145	Opening of the Meeting by the Mayor, Cllr C Slade. Cllr C Slade welcomed the members to the Full Council Zoom Meeting and instructed them of the procedures for voting and questions. He explained that the committee reports would not be read out as they had all been previously circulated.
146	Apologies: An apology had been received from Cllr C Harrower, however she did manage to join the meeting later.
147	Declarations of Interest under the Code of Conduct There were no Declarations of Interest made at this stage of the meeting
148	Minutes: To adopt the Minutes of the Meetings The Minutes of the meeting held on the 21 st September 2020 were adopted as a true record
149	Matters arising from the above meetings There were no matters arising at this stage.
150	Democratic Period: for members of the public to ask questions or make statements via email or zoom. There was one member of the public present, who did not wish to ask a question.
151	County Council Report Here we are again – Lockdown Mark 2. How right Dr.Norrey was to insist that D.C.C. continue to hold every possible meeting 'virtually' until Christmas; in fact, it has now been decided to extend the use of 'virtual' meetings until the emergency legislation runs out on May 7 th , the day after the spring elections. At least this time we didn't

have to start from scratch but watching the Remembrance Day service on television wasn't the same as visiting one of Tiverton West's lovely churches.

Among other items on the Cabinet agenda for 11th November was the Resource and Waste Management Strategy for Devon and Torbay, seeking approval to go out to consultation with a view to further consideration next year prior to adoption. Aimed at reducing waste, reducing the carbon footprint of managing waste and conserving natural resources, there is concern that a third of all food waste still goes into our black bags and Lockdown Mark 1 increased recyclable textiles to be found in them too. Oddly there seems to be a reluctance to recycle packaging from bathroom products while kitchen varieties find their way safely into our green or black boxes! As a whole the county remains one of the most highly-performing waste disposal authorities in the country but, as you can see from the above, there is still room for improvement! It might be pertinent to mention here that, despite Lockdown 2, waste and recycling sites remain open (as do job centres and garden centres).

26th November is 'Carers' Rights Day' so feel free to join Devon Carers who will be hosting talks and Q. & A. sessions on-line, covering everything you might need to know from legal advice through managing dementia to navigating your way through social care and the benefits system to how to obtain the right sort of mobility aids and adaptations. The sessions begin at 8.45 a.m. and are FREE but you are asked to book via email: online@devoncarers.org.uk

One of the roles which falls to Tiverton's county councillors is sitting on the board of Involve. If you aren't familiar with it, Involve is the local C.V.S. (Council for Voluntary Service) and works to promote and support charities, not-for-profit organisations, community groups and the wider voluntary sector in Mid Devon. Most recently it has been the vehicle for distributing money from the King's Fund to charities in Mid Devon – among them Home-Start, Age UK, the Mid Devon Messenger, C.H.A.T., Bounce, L.G.B.T. 3 and the Blackdown Support Group. Involve is seeking additional trustees so, if you are or anyone you know is interested, please contact: Karen@involve-middevon.org.uk or telephone her on 07704 156 007

And finally, as of 1st November, the D.& S.F.& R.S. has re-introduced support to the South West Ambulance Trust in 'lending' some drivers for an additional number of ambulances. This arrangement will run for up to four months (with a review after two) and will support S.W.A.S.T. as it prepares for the coming winter - unsurprisingly expected to be especially challenging given the extra pressures of coronavirus.

	<p>In addition to her written report Cllr Colethorpe spoke about the recent damage to Bickleigh Bridge. Several councillors spoke on this matter. It was generally felt that one answer would be to put traffic lights on the bridge. Cllr Colethorpe stated that suitable traffic lights were now possibly available, but that we would not be at the top of the priority list. Cllr Burke stated that he felt that there should be a weight restriction, to which she replied that this road had an A classification, but that the problem was not the strength of the bridge but the problem of reversing on it when required.</p> <p>Cllr L Cruwys asked a question about the possible use of former ambulance drivers to assist in the item in her report. Cllr I Hill asked when the Hillcrest lighting would be dealt with. Cllr Colethorpe confirmed that the payment had been made from the locality budget for this item and thought that the works order had been issued.</p>
152	<p>District Council report</p> <p>Licensing</p> <ul style="list-style-type: none"> • • Key performance: • • <i>Issue of licenses</i>: 19/20 - 99% and 20/21 – 100% (to date) against target of 97% • • <i>Issue of Temporary Event Notices (TENs)</i>: 19/20 – 100% and 20/21 – 100% (to date) against a target of 99% <p><i>Taxi vehicle inspections</i>: 19/20 – 45 against a target of 48 – Covid impact in March 2020 and lockdown meant no inspections could be completed that month and target will be revised for 20/21 due to extended impact of the pandemic. These are additional vehicle condition, safety and policy compliance checks by the team and all licensed taxis have continued to meet formal taxi testing requirements at approved garages</p> <p>.</p> <p>Environmental Health (EH)</p> <p><i>Private Water Supplies income</i>: 19/20 - £34.7k against target of £35k. Income during 20/21 hugely impacted by Covid as unable to complete water sampling work during lockdown and wider downturn with relevant business income therefore only £6k to date for year and projected at just £12k overall. Recovery into 21/22 likely to be slow and uncertain</p> <p><i>Food hygiene 'Scores on Doors'</i> continues to be effective with over 500 premises in the scheme with 97% rated 4 or 5 (of 5) – 'good' or 'very good' which is exceptional and on par with the previous year – however, the long term impact of Covid on this sector is not fully realised or understood.</p> <p>The Food Standards Agency have temporarily relaxed all Local Authority inspection requirements on lower risk premises due to Covid which has helped us to redeploy same staff (infectious disease competent) into Covid front-line.</p> <p>Environmental Health staff formally responded to nearly 400 planning applications and a similar number of licensing applications during 2019/20 - providing professional opinion on matters ranging from air and land quality constraints, drainage, nuisances, water quality and health and safety.</p> <p>ICT</p> <p>The team are working hard and continuing to support the organisation and</p>

ensure that ICT services and systems are secure and up to date. Prioritisation of support issues and systems uptime is being prioritised to minimise our internal customers

Teams(s) are either permanently home working or in small work 'bubbles' to try and ensure resilience over the pandemic. We have also established a relationship with a local Exeter company for retained technical services to ensure we have additional assistance for any urgent infrastructure issues and to provide additional support to the team.

The decision has been taken to use Zoom for virtual committee meetings at MDDC as we currently do not have a platform that will work comfortably for both members and officers.

STRATEGIC GRANTS REVIEWS

The Community Policy Development Group has set up a Working Group to review the Strategic Grants Programme. The working group has met twice over the summer, and has recognised the extraordinary nature of this year, and the importance of maintaining vital voluntary sector services for the benefit of residents at this time. The Working Group will be reporting back to the committee in January, once the overall level of the grants budget for 2021-22 is known.

LAND CHARGES

The team is very busy with income (as a result of the number of searches) up considerably. Unofficial figures from monitoring carried out, reveal net income (but before expenses) in excess of £14k for September. It is suggested that this would have been c£9k in previous years for that month.

LEISURE SERVICES

Overview

Membership subscriptions (Adult) recommenced from 14/08/2020 and 28/08/2020.

Memberships subscriptions (Juniors) recommenced from 14/09/2020 and 28/09/2020, with members having the opportunity to request a further suspension, on a rolling monthly basis, should they feel the time is not right for them to return.

Any activity on site will be bookable and payable in advance, or per course enrolment. Walk in bookings will not be possible a strategy for engaging new members and customers will continue to be developed, with regular review of participation and operational capacity.

Call centre – This continues to provide a successful initiative removing customer interaction in the reception areas at the Leisure sites, whilst maintaining a supportive customer experience. The Call Centre team utilises the experience of the existing front of house team members, whilst retaining a lesser extent of team members at the reception of each site to assist with customer flow and on site needs.

Resources from poolside and casual workers have been utilised to manage customer flow prior to building entry and through the facility during all operational hours. Staff will manage customer flow from pre entry to post to exit the facility. Cash payments will not be re-established, payments can still be made on site for

	<p>future items such as membership subscription upon joining, although payments for activities will be made over the phone at the time of booking for pay and play members.</p> <ul style="list-style-type: none"> • External coverings are going to be provided shortly to enable customers to shelter when collecting family members outside following swimming lessons. <p>Communications have been achieved via Video, member letters, social media and library images so customers are aware in advance of the changes to the facilities and the expectations upon them in order to participate safely.</p> <p>Staffing- The Leisure Service was key in supporting other colleagues in the Council across other services for delivery during the lockdown and recovery period. Thanks to all leisure staff for their continued support.</p> <p>A full report can be read by going to the Scrutiny minutes of November 9th 2020</p>
<p>153</p>	<p>Tiverton Covid-19 Working Group Update Update</p> <p>Systems put in place during the initial lockdown have continued to operate, albeit at a lower level, during the summer. These systems (CHAT/Volunteers/meetings/Schools & Volunteer liaison) have come back into full operation with the second lockdown.</p> <p>The COVID-19 Working Party has met via zoom and continues to meet bi weekly on average.</p> <p>Funds given by the Town Council have been released fully for CHAT to utilise.</p> <p>Volunteers continue to work with CHAT to provide delivery and support services, particularly for food bank delivery.</p> <p>COVID-19 has become more of an issue for our health community and our region is seeing higher numbers than in the first wave.</p> <p>The main difference the working party members are seeing between the two lockdowns is an increased level of poverty and increased demand on the services of CHAT.</p> <p>We are concerned about the potential impacts on our community, both in health terms and in economic impact. We have evidence which suggests that these will both continue to impact on us for many months and years to come.</p> <p>Recommendations</p> <p>That the council notes this report and continues to support the working party.</p>
<p>154</p>	<p>External Audit Report</p> <p>The clerk informed the meeting that we had received an unqualified audit report. They had mentioned the fact that the business risk assessment had not been ratified prior to the end of the financial year, but accepted that this had been because of lockdown, and</p>

	<p>noted that it had been approved as soon afterwards as had been possible. The report was adopted.</p>
155	<p>High School Report</p> <p>John Sowden informed the meeting that there had been very few incidents connected with Covid-19 at the school, with only a few students, and even less members of staff being forced to self-isolate. He was pleased to report that there had been good exam result. The Head boy, Matthew Baker did join the meeting prior to the closing of the meeting, and was able to introduce himself.</p>
156	<p>Blundell's School Report</p> <p>The Mayor thanked Mr Olive for the hospitality shown to him and a number of councillors the day before the second lockdown at the school. He also thanked him for the compressive report that had been circulated to councillors prior to the meeting.</p> <p>Mr Olive informed the meeting that he had a new role within the council, that of Director of Community Partnerships, which involves building on links with Tiverton and the local community. He then introduced James Elderfield, who delivered the report</p> <p>Report</p> <p>We last spoke to you on January 27, when coronavirus was just something happening in China. How times have changed and how we have all had to adapt to a new way of life. We hope that you and your families are well and would like to spend a few minutes summarising the last 10 months at Blundell's.</p> <p>Term ended a week earlier in the Spring as the first national lockdown took effect. Many of our international pupils had already booked flights and we were lucky that they all managed to get home before flights stopped completely and the world as we knew it changed so drastically.</p> <p>At the start of last year staff had been trained on using Microsoft Teams as a tool to support classroom learning. Little did we know that this would take over completely and be the way we would all learn throughout the Summer. Despite the poor broadband in some areas locally and students learning in 12 different time zones we were lucky to be able to stay on track with the work that we would have normally covered in school.</p> <p>The Charity section helped numerous local charities and started off by clearing out all of the Science Departments goggles and gloves to give to Castle Place Practice and Pine Lodge Hospice. Following this, the Design and Technology team got busy 3D printing over 163 visors that were given to the 14 destinations listed at the end of this report</p> <p>Along with Force Cancer Charity and Down Syndrome Active, CHAT is one of this year's focus charities. Several families took part in their Homeless 4 a Night challenge and raised over £1500.00 sleeping in various cardboard boxes and makeshift shelters. A Veg box scheme was set up to support the local community and our local food suppliers during lockdown. 528 boxes were sold to the local community with many of the boxes being delivered to the those shielding, and their sale raised an additional £1700 for CHAT.</p>

	<p>Other fundraising events included a 5K run raising £500 for Force and 200 separate clips of pupils and staff singing Perfect Day were put together for CovAID which raised £1000.00 for NHS and key workers. Back in the early spring the Blundell’s knitters also produced 62 knitted bunting triangles for the Knitting our Community Together initiative.</p> <p>The year ended with a few year groups happily returning to school to catch up and enjoy each other’s company again before virtual Speech Day sent out to parents and Old Blundellians all over the world, finished the term off.</p> <p>Many of the International pupils returned two weeks before the Autumn term to quarantine and as a result have now been away from home for five months. Term started with a mass of new restrictions, rules and regulation to ensure the virus was kept away from the school and wider community. We are now used to wearing facemasks, washing our hands regularly and keeping social distanced and term has managed to flow quite smoothly in the circumstances. Not being able to play rugby and compete against other schools in all our autumn sports has been frustrating along with the lack of all the musical events, school plays and social event we normally enjoy but we must again be thankful we have not suffered as other parts of the country have. To date we have had five confirmed cases of Covid 19 which resulted in the ‘bubbles’ affected being sent home to self-isolate for two weeks. Our Covid antigen testing machine has been in regular use and has been offered to schools across Tiverton should they wish to use it.</p> <p>Our Remembrance Service was filmed this year and sent out to the Blundell’s community. A link to the Service is given below if you would like to watch it. The School Monitors ran their annual week focusing on Tolerance and Kindness which this year had the theme of ‘Inclusivity’ and despite the restrictions our charity committee has been busy. Poppies were made and raised circa £150 for The Royal British Legion and cake sales, candy canes, homemade crafts, Christmas jumper days and Hampers have been put together with all proceeds being split between CHAT, Force and DS Active. Many other events have again been postponed and we look forward to those hopefully going ahead next term such as the partnership we are developing with Tidcombe Primary School which we hope other local schools will want to join in the future.</p> <p>Mr Olive has been appointed Director of Community Partnerships with the role of developing and improving the links that we have with Tiverton and our local community. We know he has many ideas of ways in which opportunities and resources can be shared and ways we can work together for everyone’s benefit. A Loyalty Card to support and promote local independent traders, offering activity days to local Primary Schools, and engaging actively with local charities and groups are just a few.</p> <p>Cllr Griggs stated that she was impressed with the reports from both schools, and was pleased to learn about the loyalty card and the improved links with the community. Cllr Holdman was keen to receive a link to enable local organisations to communicate with the school. The Mayor concluded by stating that the Remembrance Day video, a link to which was provided with their report, is well worth viewing.</p>
157	<p>Committee Minutes</p> <p>a) The minutes of the Finance and General Purposes committee held on the 12th October and 9th November were adopted.</p>

	<p>b) The minutes of the Planning committee held on the 5th and 18th October and 2nd and 16th November were adopted</p> <p>c) The minutes of the Climate Change committee held on the 28th September were adopted</p> <p>d) There were no other reports or announcements</p>
158	<p>Asset Register</p> <p>The meeting noted the addition of a Back Up Power Protector Computer Unit, which is housed in the cellar of the Town Hall. The value being £670. The town clerk noted that there would appear to be a small number of redundant assets on the list, therefore the list will be reviewed and represented.</p>
159	<p>Mayor</p> <p>The Mayor stated that unfortunately due to the restrictions imposed by Covid-19 he had been unable to have any functions this year and regretted that he would be unable to host the usual Christmas Drinks event. He therefore wished everyone a Merry Christmas.</p>
160	<p>Next Meeting</p> <p>The next meeting will be the precept and budget meeting, and is scheduled for Monday 11th January 2021 at 6pm (Zoom)</p>

Signed -----

Date -----