

Minutes of the Assets and Facilities subcommittee meeting held on

Monday 25th July 2022 at 15:30

in Chamber 1 at Bitton House

Present:-

Cllr I Palmer (IP) - (Chair)
Cllr J Atkins (JA)
Cllr A Henderson (AH)
Cllr P Williams (PW)
Cllr R Ash (RA) - (Chair)
Town Clerk – Mr I Wedlake (Minutes) (IW)
Project and Facilities Manager – Mr C Spong (CS)

1. Apologies

Cllr R Phipps (RP)

No Apology received

Cllr J Orme (JO)

2. Election of Chair

It was discussed whether the Chair of the Council should also Chair other committees. It was decided to elect a new Chair. Cllr Ash was duly proposed by Cllr Atkins, seconded by Cllr Henderson and carried 4-0

3. Election of Vice Chair

Cllr P Williams was proposed by Cllr Ash, seconded by Cllr Palmer and carried 4-0

4. Dates of Future Meetings

Monday 19th September 2022 @ 15:30

Monday 21st November 2022 @ 15:30

Monday 23rd January 2023 @ 15:30

Monday 20th March 2023 @ 15:30

5. Declarations of Interest

There were none

6. Minutes of Previous Meeting

Cllr Ash (Chair) asked that the Minutes from the last meeting were agreed. Proposal to accept from Cllr Palmer seconded by Cllr P Williams, accepted by all present.

7. Action point update

Update on outstanding action points

ID18 (IW) - *To submit a report proposing what should be sprayed, how often and with what products to the A&F committee for further approval, budget and referral to Full Council*

Update – P&FM stated that the Contractor, Complete Weed Control, had been re-engaged and had completed the 1st treatment on 15/06/2022. P&FM has contacted the contractor to discuss the benefit of carrying out a further weed treatment on top of the planned October one. Action to remain open ensure the focus on this item was not lost.

ID44 (IW) - *To let the verge cutting tender and work with the contractor to re-wild where possible*

Update – P&FM has engaged Paul Cary (SW Grounds maintenance) to carry out the remaining 2 verge cuts in July & September 2022. He has been struck down with Covid but will carrying out the work w/c 1st Aug 2022.

The P&FM has contacted DCC to receive the funding to offset this contract.

ID45 (IW) - Regeneration - IW to take an item to Full Council for a decision on TTCMP and the further pursuance of regeneration grants.

Update – Keir Duffin from DCC had attended Full council and given a presentation the regeneration project and all the strands which had emanated separately from TTC, The Chamber of Commerce and TTCMP would be combined and reporting back would be through the Town Council.

8. Major Projects

a. Replacement CCTV

P&FM updated the committee on the lamp column works along the seafront and stated that because of this there are now no CCTV cameras along the seafront or at the point as this camera was relayed via the lamp columns on the seafront.

He went on further to explain that a meeting had been held with the Police to identify the areas where they thought were the trouble spots in the town. These locations had been plotted using Parish Online and returned to the Police for validation.

The next steps are to confirm the locations and then to validate that the proposed locations have available sites to mount them i.e. lamp posts etc. We need to keep away from building locations due to the wayleave and power issues congruent with this.

b. Town Toilets

The Town Clerk updated the committee as he was closer to the current details on this project. He stated that there is a meeting scheduled for 4th August with TDC to discuss the current planning permission and Conservation issues prohibiting this project from progressing currently.

The Town Clerk went on to state that planning had been approved for Eastcliff Car Park & Lower Brook Street but the first application for the Point had been refused. The Den and Quay Road remain undetermined. A secondary planning application is to be submitted at a different location at the Point due to comments received from the conservation officer regarding, amongst other things, the listing status of the Lifeboat station.

He then went on to say that he was going to address an extension of the Dowry and is still considering handing the toilets back to TDC should these issues not be resolved soonest.

A question was raised regarding a planning application at the Den. The Town Clerk explained that this was for TDC to provide temporary toilets as the old Beachcomber restaurant had been let to a new tenant and they require occupation by the end of October 2022.

c. Community Units

The P&FM and Town Clerk updated the committee that the Heads of Terms (HOTs) had been signed and returned to TDC and that Tozers had been engaged and that the land asset transfer was progress and should complete in the next couple of months.

Further the Pre-app has been successful, and this would now progress to a full planning application.

d. Bitton Park

The Clerk reported that all of the disappointing comments from the conservation officer could constructively be countered and outweighed by the advantages of the proposed scheme and the public benefit therefore we would proceed to a full planning determination.

e. Bitton House & Orangery

The Clerk advised that following feedback from the conservation officer regarding the proposed garage and workshop to replace the existing garages a revised design is to be submitted to planning as a formal application.

The planning officer has indicated that permission for the temporary storage containers is imminent.

9. Other Works

a. Seafront lamp columns effect on CCTV and decorative lighting

This had already been covered under 8a earlier in the agenda.

b. Update on New Website

P&FM gave the committee an update on progress of the new website to include:

- Skeleton site now built
- Staff training to be delivered 26/07/2022
- Content, including any Cllrs updates, to be reviewed and loaded post training
- Addition of a Members area for Cllrs
- Addition of online subscriptions (Wavelength)
- Addition of payment facility (Stripe)
- Addition of forms module (Grant Applications)
- Addition of room bookings (at a future date TBA)
- Integration of ModernGov for meetings management

10. New Items

a. Lightning Protection

P&FM stated that a lightning Risk assessment had been carried out and as such the recommendation now HAD to be implemented for Insurance reasons. Quotes have been obtained. It was therefore requested that a proposal to have works carried out was put forward. This is dependent upon Listed building consent being given. Proposed by Cllr P Williams, seconded by Cllr Atkins, carried 5-0

Action Town Clerk & P&FM to pursue listing consent.

b. Intruder Alarm / Access Control

P&FM advised the committee that with the latest influx of tenants it has become apparent that the Intruder Alarm / Access Control is now proving to be problematic with all the overlapping tenants. P&FM also highlighted that the external East door and corridor were not currently alarmed, and this was in breach of our insurance conditions. It was therefore requested that a proposal to have works carried out was put forward. Proposed by Cllr Henderson, seconded by Cllr Ash, carried 5-0

Action Town Clerk to discuss with Finance and Assets chairs to approve, under “management decisions” authority granted during recess.

Cllr Palmer left the meeting at 16:30

c. Thomas Lunny pictures available as prints on ArtUK website

P&FM relayed an account of a visitor to Bitton House requesting to purchase Thomas Lunny prints owned by the Council. The P&FM had made enquiries and had found a way using the ArtUK website to enable such items to be made available to purchase. He asked for authority to proceed. Carried 4-0

d. Bitton House model in hallway – Quote to repair

P&FM presented a quotation (£3,250) to repair and refurbish the Bitton House model in the hallway. Discussions were had and it was agreed to hold this matter in abeyance. However, Cllr Ash volunteered to contact Teign Heritage to see if they would be interested in taking it on.
Action Cllr Ash to contact Teign Heritage

11. Recap on any new action points

ID46 -Town Clerk to discuss with Finance and Assets Chairs to approve costs for Intruder Alarm / Access Control

ID47 - P&FM to pursue listing consent for Lightning Conductor

ID48 – Cllr Ash to approach Teign Heritage re: Bitton House model in glass cabinet

12. Date of next / future meetings

The meeting ended at 16:38