**MEETING OF BOVEY TRACEY TOWN COUNCIL**

**HELD AT THE RIVERSIDE COMMUNITY CENTRE ON**

**18TH SEPTEMBER 2023 AT 7.00PM**

**Present:**

Town Mayor, Cllr S Brooke

Cllr A Allen Cllr H Mills Brown

Cllr U Arnold Cllr S Oldrieve

Cllr C Burton Cllr L Robillard Webb

Cllr D Fletcher Cllr S Simmons

Cllr E Kelly Cllr C West

Cllr G Kennedy

**In attendance:**

Mr M Wells – Town Clerk

Ms A Christie – Assistant Town Clerk

A member of the Neighbourhood Watch Association

A member of the Residents Association

A member of the Police

Chairman of the Fairtrade Association

1 member of the public

Cllr S Morgan *\**

Cllr M Smith *\**

*\* District Cllr*

*\*\* County Cllr*

*The meeting was chaired by the Town Mayor, Cllr S Brooke.*

**FC.23/44 Apologies for absence**:

Cllr M Evans - Personal commitment

Cllr O Mills – Personal commitment

Cllr G Gribble \*\* - Unwell

**FC.23/45 Declarations of Interest and Requests for Dispensations:**

 None.

**FC.23/46 Minutes**

i) The minutes of the Council meeting held on 26th June 2023 *(\*copy previously circulated)* were confirmed as a correct record.

ii) FC.23/40 – The Town Clerk advised that the Communications Sub-Group had met and discussed draft recommendations within the remit of the group and will report at a future Council meeting.

**FC.23/47 Standing Item – Climate and Ecology Emergency:**

Members notedthe Council Declaration to embed the climate and ecology emergency declaration across all Council services, activities, plans and other relevant work, considering the environmental impact of decisions, ensuring a fully integrated approach to mitigating the impact of climate change.

*The meeting went out of session.*

**FC.23/48 Reports from Key Bodies on Parish related matters:**

 The following reports were received from key bodies including:

i) **Chaplain to the Council** – Rev Hooke circulated a copy of his report at the meeting (*\*copy previously circulated*).

ii) **Police** – PC Dave Gibson referred to thewritten report for the period of 1st August - 31st August 2023 (*\*copy previously circulated*). The summary stated that there were 26 recorded offences across the Bovey Tracey area, including 6 linked to assault offences, 1 burglary non dwelling, 1 cause/administer a poisonous or noxious substance, 1 criminal damage offence, 1 dog offence, 1 harassment offence, 2 fraud offences, 1 communication offence, 1 possession of ammunition for a firearm without a licence, 1 sexual offence (non-assault) and 2 theft offences. Police responded to approximately 55 other incidents in the same period. PC Gibson (Neighbourhood Beat Manager) added there is no emerging crime trend in the community and the majority of offences are domestic related. PC Gibson advised members that there is a Partnership Reporting Tool available and will circulate further details.

iii) **Cllr Gribble** circulated a report in his absence relating mainly to the survey work undertaken by DCC in relation to RAAC and school building surveys.

**Cllr Morgan** updated members about issues locally at the District Council.

**Cllr Smith** referred to his written a report (*\*copy previously circulated*) and summarised key items within the report, namely the current position in relation to the major planning application in Heathfield on the old British Ceramic Tile site.

iv) **Cllr Brooke** circulated a copy of Town Mayor interests and events attended since the last meeting. Cllr Brooke advised that the results following the Southwest in Bloom judging are due in October 2023.

v) Other outside bodies - No reports received.

**FC.23/49 Questions and Statements by the Public:**

i) A member of the Neighbourhood Watch Association referred to recent tree works in and around Rendells Meadow including the works undertaken on behalf of the District Council and other private tree works undertaken in the same vicinity and the condition that both areas have subsequently been left.

ii) A member of the Residents Association thanked all those involved with putting on such great events over the summer in the parish. He further advised members of the resulting litter issues, particularly in Mill Marsh Park following the increased number of visitors and asked members to consider mitigating actions to reduce this.

iii) A member of the public highlighted concerns in relation to vehicle speeds and pedestrian safety in Pottery Road, Bovey Tracey and asked members to consider what mitigating actions could be taken to improve safety.

The Town Mayor made a presentation of the Certificate for Fairtrade Status awarded to Bovey Tracey on 30th July to the Chairman of the Fairtrade Group.

*The meeting went back into session.*

**FC.23/50 Business Raised by the Public:**

 Following questions and statements from the public, it was resolved:

1. For the Town Clerk to report concerns with work to trees back to Teignbridge District Council as the reported works have taken place on their land.
2. To consider an item at a future Recreation, Parks & Property Committee around litter collections, waste and recycling facilities in Mill Marsh Park and how the current service can be enhanced.
3. For the Town Clerk to report to County Councillor Gribble the issues raised in relation to highway safety in Pottery Road and request that a meeting is held on site with the resident and a Highways Officer to consider mitigating actions.

**FC.23/51 Recreation, Parks & Property Committee (RP&P) Committee**:

The minutes of the meeting held on 10.07.23 (*\*copy previously circulated*) were received and adopted. Cllr Kelly provided a verbal summary on the key items considered.

**FC.23/52 Finance, Resources & General Purposes (FR&GP) Committee:**

i) The minutes of the meeting held on 04.09.23 *(\*copy previously circulated)* were received and adopted. Cllr Burton provided a verbal summary of the key items considered.

ii) Members considered a recommendation to adopt a CiL Groups Policy (*\*copy previously circulated*).

**Resolved:** Following discussion, it was agreed toadopt the policy as circulated.

**FC.23/53 Planning & Environment (P&E) Committee**:

i) The minutes of the meetings held on 10.07.23 and 04.09.23 *(\*copies previously circulated)* were received and adopted. Cllr West provided a brief verbal summary highlighting key observations issued.

ii) Members considered a recommendation to re-adopt the Environmental Policy (*\*copy previously circulated*).

**Resolved:** Following discussion, it was agreed to re-adopt the policy with the additional amendments as raised by Cllr Burton.

**FC.23/54 Personnel Committee**

Members considered a recommendation to adopt a Safeguarding Policy (*\*copy previously circulated*).

**Resolved:** Following discussion, it was agreed to adopt the Safeguarding Policy with the additional amendments as raised by Cllr Burton.

**FC.23/55 Committee Membership:**

Members reviewed the existing membership following the recent co-option of Heathfield Councillors.

**Resolved:** Following discussion, it was agreed to appoint Cllr H Mills Brown and Cllr L Robillard Webb on to the Recreation, Parks and Property Committee following agreement from Cllrs Allen and Mills to step down.

**FC.23/56 Bovey Tracey Fairtrade:**

Members received a report on behalf of Cllr Oldrieve with a motion to support the ethos of Fairtrade and the Bovey Tracey Fairtrade Group (*\*copy previously circulated*).

**Resolved:** Following discussion, members agreed to support the ethos of Fairtrade and the Bovey Tracey Fairtrade Group to promote awareness of Fairtrade and its principles so that consumers can make informed choices.

**FC.23/57 Asset Register**:

Members reviewedand considered approvingthe current Asset Register (*\*copy previously circulated*).

**Resolved:** Following discussion, members resolved to approve the Asset Register with the additional amendments as raised by Cllr Burton.

**FC.23/58 Financial & Non-Financial Internal Controls**:

Members reviewed and considered approving the current Financial and Non-Financial Internal Controls (*\*copy previously circulated*). The Town Clerk provided an update at the meeting.

**Resolved:** Following discussion, members resolved to approve the Financial and Non-Financial Controls with the amendment to 1.2.2 (date amendment from 18.09.23 to 13.11.23).

The meeting closed at 8.10pm.