

MINUTES OF THE **MEETING** OF THE **POLICY & RESOURCES COMMITTEE** HELD ON **WEDNESDAY 15th FEBRUARY 2023** AT 7.00 P.M. AT NEWTON'S PLACE, 43 WOLBOROUGH STREET, NEWTON ABBOT

PRESENT: Councillor D Corney-Walker (Chairperson) Presiding
K Crout – (Vice Chairperson)

Councillors	P Bullivant	M Hocking
	C Bunday (Mayor)	M Joyce
	C Davieson	C Parker
	A Hall	M Ryan
	R Hayes	

Councillor L Sheffield attended.

In attendance: Phil Rowe – Town Clerk
Sally Henley – Town Development Manager
Linda McGuirk – Principal Administrator

376. APOLOGIES FOR ABSENCE

Apologies for absence were received on behalf of Councillor Ann Jones and Sam Scott – Deputy Town Clerk.

Councillor D Howe did not attend.

377. INTERESTS

None declared.

378. MINUTES

The Minutes of the Meeting of the Policy and Resources Committee held on 26th October 2022 were received and signed as a correct record.

379. PUBLIC PARTICIPATION

None.

380. REPRESENTATIVES ON OUTSIDE BODIES

a) To receive reports of Members attendance at any meetings of outside bodies.

The Chairperson invited Members to report on meetings of outside bodies:

Councillor C Bunday reported that she had attended a meeting of the Newton Abbot Security Trust (NAST). The Trust is working very hard, and it is apparent that they are working excessive hours due to the lack of Police presence in the town centre during the evenings. Councillor Bunday recognised the vital service

Chair initials.....

that both NAST and the Street Pastors provide to Newton Abbot and expressed her sincere thanks to both organisations.

Councillor R Hayes thanked the Mayor for recently spending a Saturday evening working alongside the Street Pastors and for the cheque presented to them from the Carnival Committee.

Councillor M Joyce reported that he and the Town Development Manager regularly attend the monthly meetings of the Chamber of Commerce but recently, the Chamber of Commerce has informed the Town Council representatives that they are only required to attend quarterly meetings. Councillor Joyce expressed concerns that this withdrawal of invitation to attend the Chamber meetings would be detrimental to the relationship between the Town Council and the Chamber of Commerce.

Discussion took place, Members were particularly concerned about the withdrawal of the invitation to the Town Development Manager to attend the meetings which could lead to a break down in the partnership.

b) To receive reports from any outside bodies.

In her capacity as the Council's representative and a volunteer of Teignbridge Citizens Advice, Deputy Mayor Councillor L Sheffield reported on the work of the organisation and discussed the detailed report received from Teignbridge Citizens Advice, circulated prior to the meeting.

Members recognised the importance of the service provided by Citizens Advice to residents of Newton Abbot and commended the organisation for their hard work.

c) Representation on Chamber of Commerce

The Town Clerk reiterated the concerns previously raised by Councillor Joyce regarding the attendance of the Town Development Manager and the Council's representative at the monthly Chamber of Commerce meetings and reminded Members of the importance of the partnership particularly given that NAST is 50% owned by the Town Council and 50% by the Chamber of Commerce.

The Town Development Manager advised that she doesn't always need to give a report at the meetings but that her attendance may be beneficial. Arising from the discussion, it was:

AGREED that the Town Clerk writes to the Chamber of Commerce to remind them of the importance of maintaining the partnership and to express concern about the proposed changes.

381. **COURTENAY PARK BANDSTAND**

The Town Clerk reminded Members that at its meeting held on the 26th October 2022, under minute number 22/10(243) the Council had resolved to:

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Proceed, in principle, with the lease of the Bandstand subject to negotiations to extend the lease to 10 years, clarification of the insurance cover and costs for the provision to install a shutter system to protect the structure from vandalism.

The Town Clerk has recently received confirmation from the District Council that they are prepared to extend the lease of the Bandstand to 10 years. However, the District Council advised that by extending the lease the Town Council would be required to register the transfer with the Land Registry and in addition it is likely that the transfer would need to be advertised in regards to disposal of a public space. The Town Council would be liable to pay all costs including any legal costs for both parties.

The District Council further advised that in principle, they would support the installation of roller shutters subject to any necessary planning permissions being granted and the installation of an electricity sub meter. The cost of insurance is approximately £64 per year.

Members were concerned about the potential costs involved with the project. The Town Clerk reassured Members that the costs were not likely to be significant. Arising from discussions, it was:

RESOLVED that the Town Council hereby proceeds with the lease of the Bandstand located at Courtenay Park.

Councillors P Bullivant, M Hocking, C Parker and R Hayes abstained from voting as they are Members of the District Council.

382. **POLICIES**

The Chairperson introduced the policy documents, previously circulated, and invited the Principal Administrator to give a brief outline of the proposed changes.

a) Premises Use Policy

The Policy has been revised to reflect the opening of Newton's Place; the main changes reflected changes to the keyholder arrangements on pages 8 and 9. The Principal Administrator advised there was an amendment required on page 4 relating to the commercial rate hire charges.

b) Member Officer Protocol

The Principal Administrator advised that following adoption in February 2022, new guidance had emerged arising from the Civility & Respect Project. As the Council had taken the Civility & Respect Pledge it was suggested that the guidance be incorporated into the policy. Members raised concerns that there were extensive changes proposed to the Member Officer Protocol, in particular to the removal of bullet point three, page 5. The Town Clerk advised that the Policy has been revised to better reflect the relationship between Members and

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Officers rather than outlining their roles and responsibilities which is covered by other policies of the Council. Members were satisfied with the proposed changes subject to the Town Clerk confirming that Members roles and responsibilities are defined within another policy of the Council. The Town Clerk agreed to circulate the relevant policy to Members at his earliest convenience.

c) Potentially Abusive or Violent Persons

The Principal Administrator advised that the policy had not been reviewed since 2017 and that more detailed guidance has been included.

d) Social Media Policy

The Principal Administrator advised that minor changes have been made to the Social Media Policy, however, the Civility & Respect Project has issued a social media supplement and guidance notes which contained useful information for Councillors. It was suggested the guidance is attached to the policy as appendices.

Following a review of the policy documents among Members it was:

RESOLVED that the Policies in relation to the:

- Premises Use Policy
- Member Officer Relationship Protocol
- Potentially Abusive or Violent Persons
- Social Media Policy

be hereby, approved and adopted, subject to the agreed minor amendments.

Councillor P Bullivant abstained from voting on the Member Officer Protocol.

383. **ACCOUNTS INCOME & EXPENDITURE**

The Committee received and noted the overview of Income and Expenditure statement for the Policy and Resources Committee for the Period 1st April – 31st December 2022. Accordingly, it was:

RESOLVED that the Income and Expenditure Statements for the Policy and Resources Committee for the Period 1st April – 31st December 2022 be hereby approved.

384. **LATE CORRESPONDENCE**

None.

385. **DATE OF NEXT MEETING**

The next meeting would be held on Wednesday 21st June 2023.

Chair initials.....

Meeting closed at 20:05

Chairperson.....Date.....

Chair initials.....