

**DRAFT MINUTES OF THE PEOPLE COMMITTEE  
TUESDAY 21 JULY 2015 AT THE GUILDHALL, TOTNES**

**Present:** Councillors Whitty (Chair), R. Adams, Hendriksen, Piper (from 10.35am) and Vint

**Apologies:** Councillor Young

**Not present:** Cllr Simms

**In attendance:** Tatiana Cant (Deputy Town Clerk), Catherine Marlton (Assets Manager), Steve Peacock (Totnes Times) and Carole Whitty (Caring Town Totnes)

No	Subject	Comments
1	To receive apologies and to confirm that any absence has the approval of the Council.	Apologies were accepted from Cllr Young.
	Public Engagement and role of Committee	<p>CW provided an update on recent discussions regarding homelessness, begging, alcohol and drug abuse. The group of community organisations which met to discuss these issues included the Chamber of Commerce, Leatside Surgery, SHDC, Public Health Devon, Totnes Town Council, the Daisy Centre, police, KEVICC, churches and street pastors.</p> <p>The situation relating to begging was complex. People were often not aware that there was no need for anyone to beg in Totnes as there were appropriate services available to support vulnerable individuals available. The best way to help was for people to contribute towards the Giving Back Scheme which was currently being piloted at 6 cafes in the town, rather than giving money directly to individuals. A formal launch of the scheme would take place in September. This scheme is being promoted as a partnership initiative and it is important that this is understood that it was a collaborative and compassionate response to an obvious need in the Town.</p>
2	To deal with any matters arising from the minutes of the last meeting	<ul style="list-style-type: none"> <li>• The minutes of the meeting of 23 June were agreed as accurate.</li> <li>• It was noted that progress had still not been made on the Youth Café. It was not clear if a café would be available at Rushbrook. There could also be provision in the Civic Hall.</li> <li>• First Great Western trains – RH was in discussion with Totnes Rail Group and would provide a full report for the next meeting.</li> <li>• Civic Hall toilets. The lack of provision of facilities at night time was now a real problem and leading to inappropriate use of public space and potentially affecting tourism.</li> </ul> <p><b>RECOMMENDATION: District Councillors to take this forward and explore models for ensuring this service is delivered reliably and cost effectively.</b></p>
3	To discuss issues related to homelessness in the town, to include drug use; vandalism in the Guildhall Yard; and relocation of the shelter.	<p>In relation to the earlier presentation from Caring Town Totnes, it was agreed to support the project to address homelessness and related issues.</p> <p><b>RECOMMENDATION: The Town Council supports the activities of the community group working on homelessness issues and publicises the Giving Back Scheme. The Town Council logo to be included with those of other organisations on the posters (proposed by RV, seconded by BP). Also recommend that a proposal be put to the Recess Committee to allocate £100 towards printing costs (proposed by RA, seconded RH).</b></p> <p>Further discussion related to ongoing vandalism, lack of facilities for young people, alcohol purchase by young people and installation of lighting to discourage gathering at night.</p> <p>There had been recent problems in the Guildhall Yard involving damage to hanging baskets, discarding of needles and soiling in the absence of nearby toilet facilities. This represented a health and safety risk to office staff, residents and members of the public.</p>

		<p>It was noted that drug use was increasing in the town and that it was important to liaise with the police to develop a strategy particularly as the network of PCSOs had decreased.</p> <p><b>RECOMMENDATION:</b></p> <ol style="list-style-type: none"> <li>1. The Operations Committee considers the installation of a CCTV camera in the Guildhall Yard.</li> <li>2. Discussions are held with the Police and Street Pastors to decide the best equipment and position for any other intervention measures.</li> </ol>
4	To note the minutes of the meeting at SHDC regarding busking.	<p>The minutes were noted. Busking in the High Street is not considered by SHDC to be of any real concern and there are no resources available to regulate behaviour unless this becomes anti-social. The situation will continue to be monitored and the town council to report to SHDC if any difficulties arise.</p> <p>Further information is required on the role of the new locality officers in improving partnership working. A formal briefing is expected soon.</p> <p><b>RECOMMENDATION:</b></p> <ol style="list-style-type: none"> <li>1. An informal discussion be arranged with the Locality Officer.</li> <li>2. The Code of Conduct for Buskers be reviewed at the next meeting.</li> </ol>
5	To note the minutes of the WWI Working Group and to review the requirement for this Working Group.	<p>This working group had been set up last November to manage the WW1 Commemorations around November Remembrance day in conjunction with the British Legion. Since then it had continued, as the minutes of the meeting reported, its activities arranging further events, including the proposed tree planting.</p> <p>As the original remit had been completed the meeting felt that there was no further need for the Working Group to be officially supported by the town council.</p> <p><b>RECOMMENDATION: The group now becomes a Community Group. The town council appreciates and thanks the group for its work on WW1 Commemorations around November's Remembrance day, it welcomes updates on their activities and wishes them well.</b></p>
6	To review the implementation of the Community Engagement policy.	<p>It was agreed a Working Group meeting to be set up to discuss the implementation of the policy and to make recommendations on the Action Plan to be submitted for next Full Council meeting with People Committee paper. TW to send round a Doodle Poll for committee members to complete</p>
7	To discuss the need for and installation of a defibrillator for the town.	<p>It was agreed that a defibrillator should be installed in the Civic Hall / Market Square with possible training for key people.</p> <p><b>RECOMMEND: ATION Further guidance to be sought on the best position, security and operation of a defibrillator and the item to be referred to the Operations Committee.</b></p>
8	To discuss the proposed Christmas events in the Civic Hall.	<p>The Paige Adams Trust had agreed to support a family event with the Chamber of Commerce in the Civic Hall on Late Night Shopping evenings. Arrangements for the siting of Christmas trees was discussed and the meeting welcomed the community led solution for the revised site .</p> <p><b>RECOMMENDATION: The Christmas tree traditionally supplied by the Duke of Somerset to be installed in a planter on the Civic Square. A smaller additional tree, at no cost, to be placed on the flat roof of the Civic Hall.</b></p>
9	To note the new bookings system and availability for Rushbrook.	<p>Rooms can currently be booked via the on-site manager. It was noted that several small groups were still having difficulties securing bookings.</p>

10	To receive an update on Open Space and Borough Park.	These groups were engaging well with the Neighbourhood Plan. District Councillor funds had been provided for improvements to the skate park with some match funding contributed by the users group. Funding had also been provided to Living Projects and Earthwrights for a new project for 13-18 year olds.
11	To receive an update on the Mansion and Caring Town Totnes	No update was available on the Mansion. Caring Town was dealt with earlier in the meeting.
12	To set the dates of future meetings	Dates to be circulated with the intention to meet on Wednesday.

END

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