**MINUTES OF THE PEOPLE COMMITTEE**

**THURSDAY 9th FEBRUARY 2017 AT THE GUILDHALL OFFICES TOTNES**

**Present:** Cllr T Whitty (Chair), Cllr J Sweett, Cllr M Elliott-Smith, Cllr R Hendriksen

**In Attendance:** Christina Bewley (Senior Administrator) and Press

**Apologies:** Cllr B Piper

**Not present:** Cllr R Vint, Cllr K Sermon, Cllr A Simms

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| **No** | **Subject** | **Comments** |
| 1 | To receive apologies and to confirm that any absence has the approval of the Council | The apologies from Cllr Piper were accepted and noted. |
|  | *The Committee will adjourn for the following item:* |
|  | Public Engagement: A period of 15 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Committee or other items that affect Totnes. | None |
|  | *The Committee will reconvene to consider the following items:* |
| 2 | To deal with any matters arising from the minutes of 16th November 2016. | None |
| 3 | NP and OSSR&WB Policy review. | Cllr T Whitty explained that the committee will need to review the OSSR & WB Policy in sections from March and an explanation was given of the review process.Cllr Whitty advised that the agreed priorities within the Policy gives guidance on prioritizing S106 money.The NP and OSSR&WB Policy documents are on the Council website. |
| 4 | Participatory budgeting | Cllr. T Whitty advised that a participatory budgeting process could be proposed, to be adopted for setting part of the TC the budget next year as discussed at the annual budget meeting. Cllr T Whitty will prepare and circulate a paper for the committee, giving details on how this might work. The Committee can then discuss it and decide whether to recommend it to the Full Council. Cllr J Sweett felt it could be developed so as to tie in with a 4 year budgeting process based on the Priorities the TC set in year 1.  |
| 5 | CCG Review as applies to Totnes Hospital. | Cllr T Whitty referred the Committee members to the CCG’s Stakeholder Briefing No 22 which gives details of changes of provision proposed for Totnes Hospital.Concerns over the current parking problems at the hospital were discussed and how the proposed changes at the Hospital would make the situation worse. These were illustrative of the need to provide the upgrading of any infrastructure to cope with the increased services the hospital would provide.It was agreed that Cllr T Whitty would raise the concerns at the next Full Council meeting. |
| 6 | Update on Borough Park and TADPOOL. | Cllr. T Whitty explained that Borough Park is owned and managed by SHDC, they are looking to devolve the responsibility and costs of it. The present situation of community use at the park was given with an explanation of why the town Council is involved and its potential in being devolved to users.The Rugby Club are considering taking a lease on the field but there are restrictive conditions that SHDC wish to impose and also issues around the main vehicular access point to the park.Members were advised that no agreement has been reached yet on the Pavilions. Cllr T Whitty explained the situation regarding the proposed lease for TADPOOL and the issues arising with SHDC and Fusion.The Borough Park users group is meeting soon and Cllr J Sweett asked that representatives from the Skate Park should be invited to get involved.The proposed location for the Helipark was also discussed, which would also affect vehicular access. |
| 7 | Community Engagement Plan review and action plan. | Cllr T Whitty advised that he will circulate the Community Engagement Plan to the committee members to consider and it could be discussed at the next meeting. |
| 8 | Caring Town re. youth and homelessness issues. Also partnership provision of services within the Mansion. | Cllr T Whitty gave an overview of the Caring Town project and the developing partnership between Caring Town and the Town Council. He gave an update on the proposed use of rooms at the Mansion by Caring Town to provide an identified hub/information service for the residents of Totnes. An interview process has been gone through and 2 part time workers have been appointed in a joint process by CT and the TC. Homelessness in Totnes and the opening times of the shelter were discussed. There are issues with the homeless coming to Totnes for the day from other areas and with some individuals having homes but using the shelter to stay overnight in Totnes. Queries were discussed from residents, as to why the shelter was not open all the time, the role of SHDC as the leaseholder and the limitations on how the shelter operates were explained.Concerns over the future proposed cuts in PCSO numbers were voiced and the impact this would have on managing the homeless in the town.Issues with the bench outside the former TIC were raised as it is becoming a focus for those addicted and it was believed that drug dealing was taking place there. This is causing a of litter problem both around the Mill and in the leat. It was also intimidating for people passing through that area. It was agreed to RECOMMEND to the Full Council that a small working group be convened to hold discussions with the Police and Rotary if it would be possible to resite the bench.Cllr M Elliott-Smith raised concerns over the closure of the TIC and gave details on recommendations made in the McAllister report which are not being implemented. There were concerns that the closure of the TIC was rushed through and a suitable replacement service to promote tourism in the town has not been established. Cllr. Whitty noted that Cllr J Hodgson’s bid for tourism funding in next year’s budget would be to rectify this situation. This would need to be discussed at Full Council to see if there is agreement for it to go forward.Cllr J Sweett asked whether her 18th birthday cards proposal would be progressed. She believes it would be a good way to engage younger people in local politics. She also suggested that volunteer positions could be advertised more widely to attract young people.It was agreed to RECOMMEND to Full Council that investigations are undertaken to assess how a system for sending out welcome/birthday greetings from the Town Council to residents turning 18 could be established. |
| 9 | Emergency/Severe Weather Plan review/update. | Cllr R Vint was not present to provide an update so the item will be carried forward to the next meeting.  |
| 10 | Update on placement of defibrillators in the town. | Members were advised that the defibrillators are now in place and the provision of training now needs to be considered.The Senior Administrator provided flyers for three training courses that the Ambulance Service can provide:1. Understanding your Community AED - £375 for up to 25 people.
2. AED Awareness Training - £375 for up to 12 people.
3. AED Competency Training - £375 for up to 12 people.

The training courses were discussed and it was agreed to RECOMMEND to the Full Council that option 1. is offered annually to the public and option 2. is offered to specifically selected individuals. |
| 11 | To note the date of the next meeting  | Thursday 9th March at 9.45am |

END