

# **DRAFT MINUTES FOR THE TOWN MATTERS COMMITTEE**

# **MONDAY 29TH JANUARY 2024 IN THE GUILDHALL**

Present: Councillors J Cummings (Chair), J Chinnock (from 1855), S Collinson (from 1855), B Piper, E Price, N Roberts, and L Smallridge.

Not Present: Cllr Allen

## In Attendance: Cllrs Auletta, Beavis, L Ferrier (Marketing and Communications Manager) and S Halliday (Governance and Projects Manager).

### **1. WELCOME AND APOLOGIES FOR ABSENCE**

### **To receive apologies and to confirm that any absence has the approval of the Council.**

Cllr Cummings read out a statement about how the meeting would be conducted and recorded.

Cllr Allen was delayed on a train and hoped to make it to the meeting.

*The Committee will adjourn for the following items:*

### **PUBLIC QUESTION TIME**

There were no members of the public present.

*The Committee reconvened.*

**2. CONFIRMATION OF MINUTES**

### **To approve the minutes of 27th November 2023 and update on any matters arising.**

The minutes were **AGREED** as an accurate record of proceedings. Matters arising: item 3 Open Spaces, Sports, recreation and Wellbeing Plan – details for allotments have been updated where received, and a document that can be edited by all Councillors has been placed in Google docs.

*It was* ***RESOLVED*** *to suspend Standing Orders to enable wider Councillor discussion under Item 3.*

### **3. OPEN SPACE, SPORTS, RECREATION AND WELLBEING POLICY REVIEW**

**To review the following sections of the Council’s Open Spaces, Sport Recreation and Wellbeing Plan (documents attached):**

**a. Amenity Green Space** There was discussion about the various spaces, including the Parker’s Way green space and the Chicken Run, maintaining existing access through Camomile Lawn and Baltic Wharf, and increasing partnership working with neighbouring parishes on green spaces such as Longmarsh, Elm Park, Queen’s Marsh and wider Dartington Trust land. The officer will update the table based on discussions and Councillors are invited to review and update the document.

**b. Parks & Gardens** This section was not discussed in Committee due to time constraints and will be tabled at a future meeting.

**c. River** It was **AGREED** to consider the river in the following sections: water quality; access; and facilities. The officer will update the table based on discussions and Councillors are invited to review and update the document.

*The Committee reconvened.*

### **4. EMERGENCY PLAN REVIEW**

**To review the new communications and community preparedness sections in the Emergency Plan.**

To **RECOMMEND** to Full Council that the Emergency Plan is adopted subject to the following amendments:

### The inclusion of community groups in the communications section; and

* Community Preparedness – link councillors to liaise with community organisations to see what processes are in place.

### **5. ROAD MARKINGS**

### **To consider the visibility of road markings at junctions in the town.**

### Cllr Collinson set out some of the difficulties that are being experienced by people with mobility issues where road marking have deteriorated (for example zebra crossings, ‘give way’ junctions). Councillors are encouraged to use the Devon Highways ‘Report It’ tool to highlight the problem areas. To **RECOMMEND** to Full Council that it writes to Devon Highways to: raise the issue; ask what is to be done and on what timeline; and if Devon Highways do not propose remedial works if they can advise on other routes that the Town Council can take to get the markings replaced. Cllr Collinson is to provide a couple of examples to include in the letter.

### **6. COMMUNITY AWARD TIMELINE**

### **To note the timeline for the 2024 Community Awards.**

Noted.

### **7. DATE OF NEXT MEETING**

### **To note the date of the next meeting of the Town Matters Committee – Monday 25th March 2024 at 6.30pm.**

### Noted.

The meeting closed at 8.15pm.

Sara Halliday

Governance and Projects Manager