



DAWLISH TOWN COUNCIL

Minutes of a Meeting of the *Civic Amenities Committee* held at The Manor House, Dawlish on *Wednesday 23rd June 2010*

Present:

Councillor Mrs. P. Bloomfield(Chairman)
Councillor Mrs. C. Payne (Vice Chairman)
Councillor Mrs. M. Mugford
Councillor Mrs. H. Wills
Councillors J. Bush (from 7.03p.m.)
Councillor A. Turpin
Mrs. M. Swift (co-optee)

Other Council Members Present: Councillor G. Price

In attendance: Penny Cracknell, Senior Administration Officer, together with 7 members of the public.

Declarations of Interest:

There were no declarations of interest in Agenda items

Items for urgent attention

There were no urgent items for attention

Public Participation

Members of the public present did not wish to make any comment on matters on the Agenda.

The meeting was opened by the Chairman, Cllr. Mrs. P. Bloomfield at 7.02p.m.

15. *Apologies for absence*

Apologies for absence were received from:

Cllr. Mrs. H. Humphries (Town Mayor) who was attending a Mayoral engagement

Cllr. Mrs. R. Prowse, who had a family commitment and was therefore unable to attend.

RESOLVED unanimously by the Members present and voting that this Committee accepts the apology tendered and reason for absence.

16. *Minutes*

Members present received the Minutes of the Civic Amenities Committee meeting of 26th May 2010.

RESOLVED by the majority of the Members present and voting that the Minutes of the 26th May 2010 be approved by Committee and signed by the Chairman as a true record of the meeting.

17. *Overnight parking of motor homes at Dawlish Warren car park.*

Members present received a letter from a Director of Teignbridge District Council informing Councillors that issues have arisen by the principal authority's action in allowing free overnight parking for motor-homes at Dawlish Warren car park.

RESOLVED unanimously by the Members present and voting that this item be noted.

18. *Royal British Legion sponsored flowerbed at The Lawn*

Members present received a letter from a local elector regarding the flagpole situated in the centre of flowerbed sponsored by the Royal British Legion at the Lawn.

RESOLVED unanimously by the Members present and voting that further investigations should be carried out into the condition of the flagpole and the regulations relating to the flying of flags and that a further report should be made to this Committee in due course.

19. Condition of trees - Dawlish

Members present received a copy of a survey of trees throughout Dawlish Town Centre carried out by the Arboricultural Officer at Teignbridge District Council.

The Chairman, Cllr. Mrs. P. Bloomfield, informed Members present that a 'walkabout' had recently taken place with the Arboricultural Officer which had been very useful and that his advice was being taken relating to trees in the town centre and in relation to the Monterey Pine at the Manor House.

RESOLVED unanimously by the Members present and voting that the report should be noted and the Town Clerk should continue to liaise with the Arboricultural Officer. It was **FURTHER RESOLVED** that a letter should be written to the TDC Officer thanking him for his professional and thorough report.

20. Resignation of Chamber of Trade Co-opted Member

Members received an email from the Co-opted Member for the Chamber of Trade on the Civic Amenities Committee, Mrs. D Duffy, resigning her seat.

RESOLVED unanimously by the Members present and voting that a letter should be written to Mrs. Duffy thanking her for serving as a Co-opted Member of the Committee and that a further letter should be written to the Chamber of Trade asking them if they wished to nominate a Chamber Member for possible co-option to the Committee.

21. Essential electrical works – The Brook

Members present received an email from the Building Services Surveyor at Teignbridge District Council regarding essential works required to be undertaken to the decorative lights at the Brook.

RESOLVED unanimously by the Members present and voting that a letter should be written to Teignbridge District Council pointing out that the lights at the brook were currently the responsibility of the District Council and that urgent repair was required to ensure they were functioning for the summer season.

22. *Trees at Springfield Gardens*

Members present received a letter from a resident regarding trees at Springfield Gardens.

The Chairman, Cllr. Mrs. P. Bloomfield, informed Members present that the Transfer of the land at Springfield Gardens to this Council had been made in May 1998, placed conditions upon the Town Council which prevent the Town Council from cutting down trees in this area. The Chairman also informed Members that previous approaches to the developer of the site asking that conditions be removed had been rejected.

RESOLVED unanimously by the Members present and voting that a letter be written to the developer enquiring whether the conditions of the Transfer could be relaxed.

23. *Parish Paths Partnership Newsletter – Spring 2010*

Members present received the P3 Newsletter – Spring edition.

RESOLVED unanimously by the Members present and voting that this item be noted.

24. *Terms of Reference for Civic Amenities Committee*

Members present considered the Terms of Reference for the Committee.

RESOLVED unanimously by the Members present and voting that the Terms of Reference for the Civic Amenities Committee should be approved in their current form. [CAC24](#)

25. *Town Clerk's Report*

In the absence of the Town Clerk, the Senior Administration Officer gave a verbal report as follows:

1. Local Produce Market trailer

The market logos had now been affixed to the trailer purchased for transporting stalls.

RESOLVED unanimously by the Members present and voting that this item is noted.

2. *Dog waste bag dispensers*

The trial requested to install two dog-waste bag dispensers was now up and running with two dispensers installed in the town.

RESOLVED unanimously by the Members present and voting that this item is noted.

26. Accounts

Members present received the following reports already approved at Finance and General Purposes Committee on 17th June 2010:

- a. Accounts paid in April/May/June 2010
- b. Financial report to the end of April 2010
- c. Financial report to the end of May 2010

RESOLVED unanimously by the Members present and voting that the accounts for payment were noted by the Committee.

27. Tuck's Plot floral sign

The Chairman, Cllr. Mrs. P. Bloomfield, informed Members present that the Brownies had planted up the 'Dawlish' sign at Tuck's Plot and had done a wonderful job.

RESOLVED unanimously by the Members present and voting that a letter should be written to the Brownies thanking them for their efforts.

The meeting was closed by the Chairman at 7.25.p.m.

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Cllr. Mrs. P. Bloomfield
Chairman

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DAWLISH TOWN COUNCIL

CIVIC AMENITIES COMMITTEE

Terms of Reference

The powers, duties and functions of this Committee are as follows :-

1. *Constitution*

The Constitution of this Committee shall be eight (8) Members of the Council and four (4) co-opted (non Council) Members. The Town Mayor and Deputy Town Mayor are ex officio Committee Members.

2. *Attendance at meetings*

All Members of the authority may attend all meetings of the Council and speak thereat with the permission of the Committee Chairman but may not vote unless a Member of the Committee

3. *Purpose*

- To consider all matters of concern regarding the elderly and disabled residents of the parish and make recommendations in order to alleviate problems.
- To consider all matters relating to footpaths and bridleways as shown on the definitive map.
- To maintain regular surveys of all footpaths and bridleways and make recommendations for maintenance and improvement.
- To consider possible additions to the definitive map for the parish of Dawlish
- To liaise as appropriate with those bodies involved in the Parish Paths Partnership Scheme(P3)
- To consider all aspects regarding the management of the Black Swans and other ornamental waterfowl in the ownership of the authority including sustainability issues arising from their upkeep.
- To consider all aspects of public realm management within the parish such as:
 - Bus shelters
 - Grass verges at the approaches to the Town
 - Litter picking
- To consider all matters regarding those play areas within the Parish that are the direct responsibility of this Council.
- To liaise directly with those bodies responsible for play areas within the parish which are not the responsibility of this Council.
- To consider all matters regarding transport and public transport affecting the Parish and links with the Parish.
- To consider matters deferred by full Council

4. *Sub Committee – Working Groups*

The Civic Amenities shall be able to constitute sub-committees and working groups to study any aspect of the Committee's sphere of activity.

5. *Delegated Power*

The Civic Amenities Committee is authorised to make binding decisions on behalf of Dawlish Town Council with regard to all aspects of paragraph 3 provided that in all cases the meeting is quorate.

6. *Quorum of Committee*

Three Council members of the Committee shall constitute a quorum of the Civic Amenities Committee. If the number of Councillors present (not including those debarred by reason of a declared interest) falls below the required quorum, the meeting shall be adjourned and business not transacted shall be transacted at the next meeting or on such other day as the Chairman may fix.

7. *Review*

These terms of reference are to be reviewed annually in June.

Approved at Civic Amenities Committee meeting on 21st June 2006

Approved at Civic Amenities Committee meeting on 27th June 2007.

Revised 2008

Revised June 2009

Approved at Civic Amenities Committee meeting on 23rd June 2010.