

Dawlish Town Council

Minutes of a Meeting of the
Town Council
held at The Manor House, Dawlish on
Wednesday, 17 March 2020 at 6.30 p.m.

Present:

Councillors Foden (Mayor), Heath, M. Lowther, T. Lowther, Mawhood, Mayne, L. Petherick, Prowse, Woods and Wrigley.

In attendance:

Andrew McKenzie – Town Clerk

A representative of the press and 2 members of the public.

Public Participation:

One member of the public addressed the Council in respect of the item relating to the Council's proposed support role in the community. He urged members to agree to the item and encouraged a coordinated effort between the Council and other volunteer groups in the town.

The following minutes will be considered for approval at the next meeting of the Town Council and may be subject to change until that time.

Part I

192 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Dawson, Goodman-Bradbury, James, J. Petherick, Tamlyn and Taylor.

Resolved that the apologies be noted.

193 AGREEMENT OF THE AGENDA BETWEEN PARTS I AND II

There was no Part II.

194 DECLARATIONS OF INTEREST

There were no declarations of interest.

195 CORONAVIRUS – OPERATIONAL CONTINGENCY AND SCHEME OF DELEGATION

Members considered a report which detailed the procedures put in place by the Town Clerk during the ongoing Covid-19 global pandemic with steps being taken to ensure business continuity.

Town Council staff were not as yet working from home however if this was mandated by the government, an upgrade to the Council's current server would need to be made to enable this functionality at a cost of £3,069.10 (inc. VAT) to be funded from the general reserve.

The Town Clerk advised that the government had now confirmed that:

- Councils would be able to use their discretion on deadlines for Freedom of Information requests.
- The deadline for local government financial audits would be extended to 30 September 2020.
- It would consider bringing forward legislation to remove the requirement for annual council meetings to take place in person.
- It would consider bringing forward legislation to allow council committee meetings to be held virtually for a temporary period.

In discussing the report, paragraph 2.2 there was concern with the word 'all' being used. It was agreed to remove the word 'all'.

In relation to Planning applications being determined, the Clerk advised determination would be made in consultation with the Chairman, Vice Chairman and one other Member of the Planning Committee as detailed in Appendix 1 of the proposed scheme of delegation.

Resolved that

- (a) the Operational Contingency Plan be adopted;
- (b) the Council extend the delegation of Council decisions to the Town Clerk with immediate effect and approve the associated scheme of delegation. Such delegation to enable the Council to fulfil its responsibilities to its residents with feedback to a future Town Council meeting on actions taken during that period;
- (c) the establishment of an Emergency Response cost centre be approved and a budget of £5,000 be allocated for the 2020/21 financial year from general reserves to enable the purchasing of consumables and other actions related to Council activities or assistance in the community;

- (d) the Schedule of Meetings, particularly the dates of the Annual Parish Meeting (April) and the Annual Meeting of the Town Council (May) may change in order to accommodate the situation at the time. To be confirmed by the Town Clerk as and when.
- (e) that necessary upgrades to the Council's file server be implemented to enable home working with costs being taken from the general reserve.

196 CORONAVIRUS – COMMUNITY SUPPORT ROLE

Members received a report which proposed to work with the Churches to offer an emergency community support role in two clearly defined ways to elderly or vulnerable individuals who may be self-isolating during the virus outbreak.

Services were proposed as follows:

Service 1 - The possibility of ordering emergency shopping supplies such as, but not limited to: bread and milk which would then be delivered by Church volunteers to a doorstep with no contact with the recipient. The volunteers would have hand sanitiser to use between deliveries and would only deliver to a doorstep of a household.

Service 2 - To refer to people to services where they can chat and have a conversation via telephone, so they do not feel as isolated (referrals have been agreed to Assist Teignbridge and Open DAW in their respective opening hours for this purpose).

During discussion, Members suggested thought be given to establishing a donation page that could be used to purchase essential items for recipients.

Resolved that the report be agreed to.

197 THE DISTRICT OF TEIGNBRIDGE (OFF-STREET PARKING PLACES) ORDER 2020

Members considered the proposed Off-Street Parking Places Order 2020 which set out Teignbridge's plans for charges at off-street parking locations throughout the District.

Members were concerned that despite numerous representations regards making the upper Barton Hill Car Park free for 30 minutes, this had still not been included.

Resolved that Dawlish Town Council formally submit comments to Teignbridge expressing their hope that the upper car park receives 30-minute free parking, particularly given its close proximity to health services.

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The meeting was closed by the Mayor at 7.20 p.m.

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Cllr Alison Foden
MAYOR OF DAWLISH