



SALCOMBE TOWN COUNCIL

Dear Councillor,

You are summoned to attend the meeting of the Salcombe Town Council to be held in the Council's Meeting Room at Cliff House, Salcombe at 6:30pm on Wednesday 27th November 2024.

NOTE – Councillors are reminded that if a matter has not been specified on the agenda no formally binding decision can be made on it.

SD Jones

Clerk to the Council

22nd November 2024

AGENDA

1. APOLOGIES

To receive and note

2. DECLARATIONS OF INTEREST

To invite Members to declare any pecuniary interests and non-pecuniary interests that they may have in any matters to be considered at this meeting; and to note that a Member with a disclosable pecuniary interest, in any matter must, withdraw from the Chamber at the commencement of the consideration of that business or, if later, the time at which the interest becomes apparent, whilst also considering if there had been any changes.

3. OPEN FORUM

- i) Members of the public are invited to attend and discuss matters relating to the parish; they are invited to speak for a maximum of 3 minutes unless directed by the chairman of the meeting.
- ii) To note matters raised in the open forum and consider any to be added to the agenda for a future meeting.

4. TO RECEIVE VERBAL OR NOTE ANY WRITTEN REPORTS FROM COUNTY OR DISTRICT COUNCILLORS OR ANY REPRESENTATIVE FROM THE DEVON AND CORNWALL POLICE

Councillors are welcome to raise any questions they have and consider any matters raised to be added to the agenda for a future meeting.

5. MINUTES OF PREVIOUS TOWN COUNCIL MEETING

- i) Minutes of the meeting held on Wednesday 23rd October 2024 for consideration and if agreed for the Chair to sign as a true and correct record.
- ii) To note only, progress on outstanding items from previous meetings

6. PLANNING & LICENSING APPLICATIONS

See Appendix November 2024 Planning

7. FINANCE

- i) To receive invoices and payroll for approval and payment
- ii) To receive and approve finance report/bank reconciliation
- iii) To receive and note the National Joint Council for Local Government Services Pay Agreement 2024, dated 22nd October 2024, with effect from 1st April 2024 (a flat rate increase of £1,290 across all NJC pay points 2 to 43 inclusive)
- iv) Budget for 2025/26



Council to note that Town Clerk and Finance Working Group are currently working on the budget for 2025/26 and invite Working Groups and Committees to input into this with projected costs/proposed projects for 2025/26

- v) Consider the grant application from Salcombe Christmas Lights, who have requested a sum at the Council's discretion to help support their costs of approximately £4K.

8. HR & STAFFING COMMITTEE

Council to note the replacement for the position of the Council's Project Officer and Cemetery Manager is to be filled by the new role of Deputy Clerk.

9. REPAIRS TO WALL: REDFERN WOODS

To:

- i) Consider the 3 quotes to repair the wall and choose the contractor
- ii) Consider the Town Clerk instructing a contractor to clear a pathway behind the wall to prevent the foliage, including bamboo encroaching on the wall and to replace the trellis that will need to be removed to gain access.

10. OSSR: FITNESS EQUIPMENT AT THE BERRY

To:

- i) Consider the quotes from the 3 companies and the Community Working Group's recommendation with the view of selecting the contractor and play equipment, to satisfy OSSR funding commitment for fitness equipment at The Berry.
- ii) Consider, if required, contribution from the Council to the project to make up any shortfall in available OSSR funds.
- iii) Consider for Cllr Andrew Reed, in conjunction with Town Clerk, to project manage the installation and report back to Council for sign off.

11. DCC ANNUAL TRADE PERMITS

To ratify the Council's approval for DCC to consider excluding Salcombe from the DCC's 'Annual Permit' Offer

12. HAWK PROGRAMME 2025 (SEAGULL DETERRENT)

To consider the hawk programme for 2025

13. TREE WORKS

To consider information and quotes about the tree works arising out of the Tree Walk Survey Report presented to Council on 24th July 2024 and to agree upon tree work to be carried out and which quotes to approve in respect thereof:

- i. Sycamore at Bonfire Hill: crown lift
- ii. Yews at Shadycombe: to reduce height and reduce crown spread to give a more fastigate shape

14. TRANSPORT COMMITTEE

- i. To better reflect the all-encompassing scope under its remit Council, to consider the Transport Committee's recommendation to change the name to "Transport Infrastructure Committee"
- ii. To consider the Committee's recommendation with regards to:
 - a. Whether to seek quotes from other bus operators to run the service
 - b. The timetable for the 2025 Season
 - c. The route for the 2025 Season
 - d. Parking fee for Bonfire Hill car park

15. PARK AND RIDE: REPAIRS AND MAINTENANCE

To:



- i) Consider and approve the spec for the repairs and maintenance to the Park and Ride Field
- ii) Further to the Council's request at August Town Council meeting for references to be obtained for Devon Woodman, to consider the appointment of a contractor for repairs/maintenance to the Park and Ride field.

16. WEBSITE

To consider:

- i) Updating website and to consider the quotes obtained by the IT & Website Working Group, with the view to contracting a new provider
- ii) Adding Cyber cover to the Council's insurance

17. WELCOME SIGN

To consider:

- i) The need for 3 quotes or to contract and form a working partnership with Jim Martins (Sculptor) as designer for the design and production of the Welcome Sign
- ii) Cllr David Higgins with the Town Clerk to oversee the project within the following scope:
 - a. Cllr David Higgins to monitor the design and construction detail, including the base, frame or supporting masonry and electrical supply. This will include the liaison and coordination of any other craftsmen (e.g. metalwork, internal electrics), as approved by Council
 - b. Town Clerk to be given Delegation of Authority to authorise payments within the previously approved budget of £5,000, in liaison within Cllr Higgins
 - c. Liaise with DCC Highways where appropriate.
 - d. All decision making to be brought back to Council.

18. CLIFF HOUSE WOODS

To consider a fee estimate of approximately £1750+VAT, with the advisement it could be more at a charge of £350 per hour, from Coodes Solicitors to advise on the trust's aspects of the conveyance of Cliff House Woods to the Council.

19. SALCOMBE COMMUNITY ECONOMIC PLAN (CEP)

To consider the updated Salcombe CEP project plan timeline to reflect progress to date and the Salcombe Young Peoples' Consultation forecast.

20. COUNCIL TAX: SECOND HOMES

To discuss a letter from a resident regarding SHDC applying a 100% premium on the Council Tax for second homes from 1st April 2025 and consider if a response should be sent to local Caroline Voaden MP, SHDC & DCC

21. SHDC CAR PARKING PROPOSALS

To receive and note SHDC's report from its Executive meeting on 21st November 2024 regarding its car parking proposals.

22. GOVERNMENT CONSULTATION TO ALLOW REMOTE ATTENDANCE AND PROXY VOTING AT COUNCIL MEETINGS

To consider completing the consultation; deadline 19th December 2024

23. MEET WITH POLICE AND CRIME COMMISSIONER FOR DEVON, CORNWALL AND THE ISLES OF SCILLY

To consider:

- i) A meeting in Salcombe in early 2025 with the Police and Crime Commissioner for Devon, Cornwall and the Isles of Scilly. Other proposed attendees to be County, District and Town Councillors, the local policing team and the Harbour Authority.
- ii) If approved, for the Community Working Group to confirm a suitable date, time and location with the proposed attendees.

24. WORKING GROUPS, COMMITTEES AND ORGANISATIONS

To consider:

- i) Membership and Terms of Reference of Working Groups and Committees
- ii) Liaison Councillor of local organisations



25. REPORTS

- a) *Please note that these are reports on attendance at meetings, representatives on public bodies/associations or working groups; no matter will be raised for the Council to consider apart from any matters to be added to the agenda for a future meeting.*
- i) Mayor
 - ii) Clerk
 - iii) Committees:
 - Asset Transfer Committee
 - HR & Staffing Committee
 - Transport Committee
 - iv) Working Groups:
 - Community -
 - Field of Lights
 - Finance
 - IT, Website & Social Media
 - Legal
 - Planning
 - Property and Maintenance
 - SHDC Community Economic Plan
 - Trees
 - Unregistered Land
 - Welcome Sign
 - v) Outside Organisations
- b) To note matters raised in the reports and consider any to be added to the agenda for a future meeting

18. NEXT MEETING

To resolve that the next meeting will be held on Wednesday 18th December 2024 commencing at 6.30p.m in the Council's Meeting Room at Cliff House, Salcombe