

MINUTES OF THE MEETING OF THE **COMMUNITY & HERITAGE COMMITTEE** HELD ON **WEDNESDAY 21st JUNE 2017** AT 7.00 P.M. AT THE TOWN HALL, 9 DEVON SQUARE, NEWTON ABBOT

PRESENT Councillors Mrs J Cleave (Chairman) Presiding
Mrs L Sheffield (Vice-Chairman)

Councillors Mrs C Bunday M Joyce
C Coyle-Moore Mrs S Kingdom
R Hayes C N Parker
M Hocking M Pilkington
D Howe K Purchase (Dep Mayor)
R Jenks Ms L Roberts
Mrs A Jones (Mayor) M E Ryan
T Ward

In attendance: Mr Jay Cook and Ms Katie Steele, Courtenay Air Raid Shelter Heritage Association

Officers in attendance: Natalie Hicks – Events Co-ordinator
Sally Henley – Town Development Manager
Alexandra Robinson – Committee Administrator

59. **APOLOGIES FOR ABSENCE**

An apology for absence was submitted on behalf of Councillor David Corney-Walker

60. **MINUTES**

The minutes of the meeting of the Community and Heritage Committee held on 12th April 2017 were received and signed as a correct record, having noted that further to Minute 17/04/ (459) the Town Clerk had received a schedule of works with anticipated costs and that Members would receive an update on the refurbishment of the War Memorial at the Finance and Audit Committee to be held on 28th June 2017.

The minutes of the Special meeting of the Community and Heritage Committee held on 3rd May 2017 were also received and signed as a correct record, having noted the amended record of attendance.

61. **INTERESTS**

Councillors R Hayes and M Joyce both declared a personal interest in Minute (63) below.

62. **PUBLIC PARTICIPATION**

None

63. **PRESENTATION FROM COURTENAY AIR RAID SHELTER HERITAGE ASSOCIATION**

The Chairman welcomed Ms Katie Steele, Secretary and Treasurer and Mr Jay Cook, Chairman of Courtenay Air Raid Shelter Heritage Association and invited them to update Members on the work of the association in respect of the refurbishment of the Air Raid Shelter in Courtenay Park.

Ms Steele introduced the work of the association and gave a brief history and background highlighting the following key points of interest:

- The aim is to restore and protect the last public shelter in a local authority owned public space,
- The Shelter would open as an information centre, to provide information about local history in the 1940's in particular the bombing raids on Newton Abbot and the effect on the area,
- The outside space needs restoration and replanting to the gardens to improve the amenity and enhance the building,
- Teignbridge District Council will replace the external doors to the shelter and the interior needs redecoration and repainting,
- The escape hatch is still in situ and will be restored with a Perspex covering to allow visitors to view it,
- The association have received some funding but further funding is needed to complete the project,
- They would welcome any donations of display cabinets, to display small ARP and items used by the 'Home Front' which have been gifted to the association.

Ms Steele informed Members that response on social media was growing and this helped to increase their membership. They were delighted to have the support of local celebrity and actor Rick Warden and offered their grateful thanks to the District Councillors, Mike Hocking, Mike Pilkington and Mrs Jackie Brodie who had provided funding towards the project.

Following the presentation, the Chairman invited questions from Members, whereupon there was considerable discussion and the following key points were raised:

- ❖ The interior of the shelter had been previously split into two sections thereby only half of the interior would be available for the information centre,
- ❖ The Association needed to raise in the region of £1000 to ensure viability of the project,
- ❖ An event such as a 1940's day or a 'Tea-Dance' would be ideal to launch the opening of the information centre,
- ❖ Advice to be sought on Public Liability insurance,
- ❖ To investigate possibility of collaborative work with the Museum or include the shelter as part of a heritage trail.

The Chairman thanked Ms Steele and Mr Cook on behalf of the Town Council for their interesting and informative presentation, to which she invited them to keep the Council updated as the project developed, whereupon they left the meeting.

Councillors R Hayes and M Joyce having previously declared a personal interest took part in the discussion following the presentation.

64. **TERMS OF REFERENCE**

The Committee gave due consideration to the Terms of Reference for the Community and Heritage Committee. Accordingly, it was;

AGREED that the Terms of Reference for the Community and Heritage Committee, subject to minor amendment be hereby approved and adopted.

65. **SUB-COMMITTEES/WORKING PARTIES/FORUMS**

A(i). COMMUNITY & ENGAGEMENT GROUP – 17th MAY 2017

Arising from the consideration of the report of the meeting it was,

RESOLVED that the minutes of the Community Engagement Group meeting held on 17th May 2017 be hereby approved and adopted

A(ii). EVENTS SUB-COMMITTEE – 7th JUNE 2017

Arising from the consideration of the report of the meeting it was,

RESOLVED that the minutes of the Events Sub-Committee – held on 7th June 2017 be hereby approved and adopted;

A(iii). COMMUNITY & ENGAGEMENT GROUP – 14th JUNE 2017

Arising from the consideration of the report of the meeting it was,

RESOLVED that the minutes of the Community Engagement Group meeting held on 14th June 2017 be hereby approved and adopted.

66. GRASS CUTTING CONTRACT 2017

The Chairman invited the Committee Administrator to provide an update on the arrangements for grass-cutting for 2017 following the changed contract. She reported that the Council had organised one interim cut whilst the contract was being negotiated to ensure the amenity of the town was maintained and now a new contract with Skanska had subsequently been put in place. Whereupon, the new contractors were due to make two further cuts to the grass, this season.

It was noted that the previous contractor was prepared to cut additional areas adjacent to the main sections to be cut, to improve the amenity of the town and they would litter pick prior to cutting the grass; but the new contractor would not be so obliged and therefore Members should note any comments received in this regard. Mrs Robinson finished by stating that Members would receive a further update on the financial implications of the grass-cutting contract at the Finance and Audit Committee to be held on 28th June 2017.

67. INCOME AND EXPENDITURE

The Chairman noted that questions raised in advance of the Meeting, had been duly answered directly by the Deputy Town Clerk and she invited further questions from Members. Following discussion, the Committee received and noted the overview for Income and Expenditure for the Community and Heritage Committee for the period 1st April 2016 to 31st March 2017 and the Income and Expenditure Statement for 1st April 2017 to 30th April 2017 (previously circulated). Accordingly, it was

RESOLVED that

- a) the overview of Income and Expenditure statement for Community and Heritage Committee for 1st April 2016-31st March 2017, be hereby approved and adopted;
- and
- b) the Income and Expenditure statement for the Community and Heritage Committee for 1st April 2017-31st April 2017, be hereby approved and adopted.

68. VARIABLE MESSAGE SIGNS

The Chairman invited the Town Development Manager to give Members an update on the Variable Message Signs (VMS) located throughout the town and on the main trunk roads.

Mrs Henley informed Members that the entire network of signs across Devon are no longer working due to incompatible software following an upgrade to the system. Devon County Council have not advised of a solution as this stage but Members felt it was important to be noted.

69. **DATE OF NEXT MEETING**

The next meeting of the Community and Heritage Committee would be held on Wednesday 18th October 2017



Chairman