

IVYBRIDGE TOWN COUNCIL

Minutes of the Meeting of the Town Council of Ivybridge held in The Watermark, Ivybridge, on Monday 20 May 2024 at 7.00pm

Present:	Cllr A Spencer (Chair)	Cllr S Hladkij
	Cllr V Abbott	Cllr T Lannin
	Cllr L Austen	Cllr A Rea
	Cllr C Cao	Cllr L Rea
	Cllr J Cole	Cllr D Smith
	Cllr P Dredge	Cllr M Steele
	Cllr A Khong	Cllr S Weeks

In Attendance: Mrs K Elliott-Turner (Town Clerk)
Mrs L Lane (Minute Secretary)
Cllr Dommett (South Hams District Council)
Mr Walker (to talk about invasive species)
1 member of the public
1 member of the press

* 1 member of the public left at 8.07pm

- 24/001 **ELECTION OF COUNCIL CHAIR 2024/2025:** Nominations were requested for the role of Council Chair and Mayor of Ivybridge. Councillor Spencer was nominated, no further nominations were received, and
- It was **RESOLVED** to elect Councillor Spencer as Council Chair and Mayor of Ivybridge for 2024/2025.
- Councillor Austen requested that his name be recorded as voting against.
- 24/002 **DECLARATION OF ACCEPTANCE OF OFFICE – COUNCIL CHAIR:** The Council Chair duly signed the Declaration of Acceptance of Office which was then received and signed by the Town Clerk as Proper Officer.
- 24/003 **ELECTION OF COUNCIL VICE-CHAIR 2024/2025:** Nominations were requested for the role of Vice-Chair and Deputy Mayor of Ivybridge. Councillor Dredge was nominated, no further nominations were received, and
- It was **RESOLVED** to elect Councillor Dredge as Council Vice-Chair and Deputy Town Mayor for 2024/2025.
- 24/004 **DECLARATION OF ACCEPTANCE OF OFFICE:** The Vice-Chair duly signed the Declaration of Acceptance of Office which was then received and signed by the Town Clerk as Proper Officer.

- 24/005 **APOLOGIES:** Apologies were received and reason accepted from Cllr K Pringle.
- 24/006 **DISCLOSURE OF MEMBERS INTERESTS AND DISPENSATIONS:** In accordance with the Code of Conduct, Members were invited to declare any personal or disclosable pecuniary interests.
a) There were no interests declared.
b) There were no written requests for dispensations from members.
- 24/007 **TOWN MAYOR'S ANNOUNCEMENTS AND CIVIC ATTENDANCE:** The functions or activities attended by the Town Mayor for the period to 8th April to 19th May 2024 (previously circulated) were noted.
- 24/008 **TOWN CLERK'S REPORT:** The report from the Town Clerk was as follows and was noted:

Committee review

Committees

The Town Clerk has received requests for a review of our committee structure, and has identified some areas where we may be able to improve committee and therefore council efficiency. This may see a revision to our committee structure, with a reduced number of committees, but perhaps slightly more frequent, but shorter meetings.

At this Annual Meeting of the Council members are asked to continue with the current committee structure when formally setting committees for the year ahead, and the following council meeting will be asked to consider a proposed restructure of committees.

Committee membership will be determined at the Annual Meeting, however depending on the outcome of the committee structure review, this may change.

Committee Terms of Reference

Similarly, because there may be a change to committee structure, a review of terms of reference would fit with any structure review. Therefore, it is proposed to continue with the current committee terms of reference at this Annual Meeting of the Council, which will then be reviewed as part of the committee structure review at the next council meeting.

Meetings schedule

The meetings schedule for consideration at this Annual Meeting of the Council is based on the previous meetings schedule (with minor adjustments to fit with a committee structure review), and covers the first three months of this municipal year. As part of the committee structure and terms of reference review, if approved, a new meetings schedule will be produced for adoption and will replace that approved at the Annual Meeting.

D-Day 80 commemoration

The staffing team, Royal British Legion and the Heritage Group have been busy putting together a low-key commemoration for D-Day 80, as requested by council.

This includes:

- the Watermark café will be renamed 'Bedford Canteen' for the day and will serve a war-time menu for lunchtime
- staff and the café will be dressed appropriately
- the Heritage Group will be providing a display for the library on WW2 and in particular the Bedford Boys, they will also be providing poems to be placed on café tables, and a list of the Ivybridge men who have WW2 certificates listed on the War Graves Commission website will be shown on a screen – foyer or Beacon Room.
- A showing of the Bedford Boys film will take place in Stowford Halls
- Areas such as the pool at Longtimber and the information board and two Bedford Boys Memorial Benches at MacAndrews Field will be tidied and cleaned
- The Royal British Legion Ivybridge branch will be holding a service at the war memorial, unless it is not repaired in time, in which case it will be at the American memorial in Harford Road car park. Service will be at 11am on Thursday 6th June, and will include a short prayer, last post and a minutes silence. The Mayor has been invited to lay a wreath
- The Royal British Legion have left a supply of D-Day 80 pins at the Box Office, Watermark for donations, and will have a table at the Watermark on the 6th June

Casual vacancy

Following the resignation of Stanley Murphy, a notice has been published to advise that a vacancy exists for Ivybridge West Ward of Ivybridge Town Council. Unless ten or more electors of the Ivybridge West Ward, on or before the 16th May 2024, submit a request in writing for an election to be held, the Town Council will take steps to fill the vacancy by co-option.

The Town Clerk advised that no such request has been received by the District Council by deadline of 16th May, we may therefore proceed to co-opt a new member.

24/009

CODE OF CONDUCT COMPLAINT: The Town Clerk advised members that, as per requirement of Standing Order 17a, a notification had been received from the South Hams District Council Monitoring Officer that it is dealing with a complaint that a councillor with voting rights has breached the council's Code of Conduct. This information was noted.

24/010

REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS: The Standing Orders have recently been reviewed and updated – adopted by Council 4th March 2024. The Financial Regulations were updated on 15th April 2024. Members noted that Financial Regulations will be fully reviewed once the NALC model is published.

It was ***RESOLVED*** to:

Adopt the recently reviewed and updated Standing Orders (4th March 2024); and adopt the recently updated Financial Regulations (15th April 2024).

24/011

COMMITTEES, SUB-COMMITTEES, WORKING PARTIES AND STEERING GROUPS: Consideration was given to the constitution of committees, sub-committees, working parties and steering groups. Members also considered the Terms of Reference for each (copies previously circulated).

The Chair proposed that the membership of the Planning, Parks and Open Spaces and Watermark Committees be made up of 9 members and the Personnel and Policy and Resources Committees be made up of 7 members. The reason for Personnel being 7 rather than 9 members is that the members of the Appeals Committee cannot be on the Personnel Committee, if there were 9 members it would leave a very small pool of members who were eligible for Appeals. The reason for increasing other committees up to 9, is because the Council Chair and Vice-Chair are members of all committees ex-officio.

It was ***RESOLVED*** to:

Confirm the constitution of committees (including increased membership for Planning, Parks and Open Spaces and Watermark Committee), sub-committees, working parties and steering groups, and to adopt the Terms of Reference for each committee, sub-committee, working party and steering group.

24/012

FORMATION OF COMMITTEE MEMBERSHIP & ELECTION OF COMMITTEE CHAIRS:

1. Committee membership

Consideration was given to the membership of each committee, sub-committee, working party and steering group including named substitutions (copy previously circulated). Members had previously provided their committee choices and following a discussion membership of each was confirmed.

Consideration was also given to the membership of the Advisory groups (Working Groups / Steering Groups) (copy previously circulated). Members had previously provided their current membership and preferred choice of groups. It was noted that it would be useful to have an additional member on the Climate Action Working Group, and that the Accessible Ivybridge Working Group was short by one member.

It was ***RESOLVED*** that Committee membership is confirmed as follows:

Planning

Councillors Austen, Cole, Dredge, Hladkij, Smith, Spencer, Weeks

Parks & Open Spaces

Councillors Abbott, Austen, Cao, Dredge, Lannin, Khong, L Rea, Spencer, Weeks

Watermark

Councillors Austen, Cao, Dredge, Khong, Pringle, Spencer, Steele

Personnel

Councillors Dredge, Hladkij, Khong, Pringle, A Rea, L Rea, Spencer

Appeals

Councillors Abbott, Lannin, Smith

Internal Audit reps

Councillors A Rea, D Smith

Named substitutions

Planning Cllr L Rea
Watermark Cllr Lannin

There will be no substitutions for Appeals Committee due to the nature of the committee remit, and neither for Policy & Resources Committee due to its membership constitution.

Advisory Groups

Membership of Advisory Groups (Working Groups and Steering Groups) were confirmed as follows:

Ivybridge Climate Action Working Group

Councillors Abbott, Cao, Lannin

Ivybridge Community Economic Plan

Councillor Steele

Accessible Ivybridge Working Group

Councillors Abbott, Hladkij, Spencer, Steele, Weeks

Community Resilience Group

Councillors A Rea, L Rea, Weeks

2. Standing Committee Chairs

Consideration was given to the position of Chair for each of the council's Standing Committees.

RESOLVED that Committee Chairs are elected as follows:

Planning Committee: Councillor Smith

Parks and Open Spaces Committee: Councillor Lannin

Watermark: Councillor Dredge

Personnel: Councillor A Rea

3. Policy & Resources Committee

The committee is formed of the Chairs of the above committees, the Internal Audit Representatives and the Chair and Vice-Chair of the Council. This left two vacancies to be filled by previous Mayors.

RESOLVED that the membership of the Policy and Resources Committee is as follows:

Councillor Spencer (Chair), Councillor Dredge (Vice-Chair), Councillors S Hladkij, A Khong, T Lannin, A Rea, D Smith.

24/01/13

APPOINTMENT OF MEMBER REPRESENTATIVES ON OUTSIDE BODIES AND LINK COUNCILLORS: The report showing members' existing or preferred choices (copy previously circulated) was considered. It was suggested that there should be a Link Councillor for Ugborough Parish Council as well as for Harford Parish and that this councillor should observe Ugborough Parish Council Meetings. It was also felt useful to have someone from the Planning Committee on the Erme Catchment.

It was **RESOLVED** to confirm membership as follows:

Member representatives on Outside Bodies

Councillor Dredge	IDALC, DALC
Councillor Lannin	Ivybridge Allotments Association, PADCAC
Councillor A Rea	IRUG
Councillor Spencer	Ivybridge Community Association

Link Councillors

Environment

Councillor Hladkij	P3 Co-ordinator, Honorary Tree Warden
Councillor Lannin	Erme Catchment. WATER, PL21
Councillor Weeks	Erme Catchment
Councillor Smith	Honorary Tree Warden

Open Spaces, Sport and Leisure

Councillor Spencer	Cycling and Active Travel
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Health and Wellbeing

Councillor Khong	Ivybridge Caring
Councillor Weeks	Ivybridge Caring

Community Safety

Councillor Cao	Police Liaison
Councillor Dredge	Police Liaison, PCC Cllr Advocate
Councillor Weeks	Police Liaison, PCC Cllr Advocate

Traffic and Transport

Councillor Dredge	Bus users
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Young People

Councillor Cao	Ivybridge Youth Strategy Working Group
Councillor Hladkij	Ivybridge Youth Strategy Working Group
Councillor Weeks	Ivybridge Youth Strategy Working Group

Heritage
Councillor A Rea

Heritage in general

Economy
Councillor Cole

Ivybridge Chamber of Trade

Community
Councillor Cole
Councillor L Rea

Harford Parish
Ugborough Parish

24/014 **APPOINTMENT OF BANK SIGNATORIES:** Bank signatories are members of the Policy & Resources Committee.

RESOLVED to confirm the bank signatories as Councillors Spencer, Dredge, Hladkij, Khong, Lannin, A Rea and Smith.

24/015 **CALENDAR OF MEETINGS:** The proposed Calendar of Meetings (copy previously circulated) was considered.

It was **RESOLVED** to confirm the dates for ordinary council and committee meetings or the first three months of the municipal year as follows:

20 th May 2024	Annual Meeting of the Council
3 rd June	Planning & Infrastructure Committee
	Parks & Open Spaces Committee
10 th June	Policy & Resources Committee
11 th June	Watermark Committee
17 th June	Full Council
24 th June	Planning & Infrastructure Committee
15 th July	Planning & Infrastructure Committee
22 nd July	Policy & Resources Committee
29 th July	Full Council
5 th August	Planning & Infrastructure Committee
	Parks & Open Spaces Committee
27 th August	Planning & Infrastructure Committee

24/016 **REVIEW OF POLICIES OF THE COUNCIL:**

- i) The council's policies and review dates were considered.
- ii) The complaints procedure, press policy, obligations under freedom of information and data protection, and policies and procedures relating to employment were considered.
- iii) The Investment Strategy (copy previously circulated) was considered. It was noted that the only change was to the date of the policy.

It was **RESOLVED** to:

- i) Note the Council's policies and review dates;
- ii) Adopt the complaints procedure, press policy, obligations under freedom of information and data protection, and policies and procedures relating to employment; and
- iii) Adopt the Investment Strategy.

- 24/017 **SCHEME OF DELEGATION:** The draft Scheme of Delegation (copy previously circulated) was considered for adoption.
- It was **RESOLVED** to adopt the Scheme of Delegation.
- 24/018 **ASSET REGISTER:** The review of the council's asset register (copy previously circulated) was considered.
- It was **RESOLVED** to note the reviewed asset register.
- 24/019 **ANNUAL SUBSCRIPTIONS / REGULAR COSTS:** The list of indicative costs which arise on a regular basis, as the result of a continuing contract, statutory duty or obligation, including subscriptions and memberships (copy previously circulated) was considered.
- It was **RESOLVED** to accept the annual subscriptions and regular costs as listed in the report, appended to these minutes.
- 24/020 **PUBLIC SECTION:** The Chair invited members of the public to speak. A representative of the Stowford Mill Residents Committee wished to make members aware of their existence and provided a copy of their constitution. They are concerned by the lack of maintenance and vandalism that is happening to the old mill building. They have found it hard to get any information from Burrington Estates.
- 24/021 **REPORTS:** The following reports were noted:
- Devon & Cornwall Police
Report previously circulated. It was noted that the crime figures for Ivybridge encompass a wider area than the town, extending as far as Sparkwell (appended to these minutes).
- Devon County Council
Apologies were received from Cllr Croad and no report had been provided. Members raised the following:
There is an area of grass verge at the junction of Exeter Road and Cole Lane which has not been cut. The Town Clerk agreed to investigate.
The road surface at the mini roundabouts by the Trehill and at the top of Cole Lane is in a poor state with potholes and damaged road surface. The Administration Officer advised that this had been reported to Devon County Council on a number of occasions and an email sent to Cllr Croad.
- South Hams District Council
The District Councillor Ward Member report (appended to these minutes) was noted.
- Representatives on Outside Bodies, Advisory/Working Groups & Link Councillors
The reports from councillors (appended to these minutes) were noted. Members discussed the recent break in at the allotments and it was asked how the Allotment Association communicate with its members as not all

are on Facebook. Cllr Lannin agreed to speak to the Allotment Association.

- 24/022 **COUNCILLOR ATTENDANCE REPORT:** The report (copy previously circulated) was considered and noted.

It was **RESOLVED** to note the Councillor Attendance Report.

- 24/023 **UPDATE FROM WATER (WILD ABOUT THE ERME RIVER) AND 'INVASIVE SPECIES' WARDEN:** Councillor Lannin had proposed the following motion: 'The Town Council considers how best it can support the formation of an Invasive Species Warden for Ivybridge, and what resources we have that could help' (copy of report previously circulated).

Members discussed the requirements of the role including the time commitment and whether the role could be shared by several people, the public as well as councillors. It was also noted that a lot of people wouldn't be able to recognise invasive species although the focus is on Himalaya Balsam which is easily recognisable.

Standing Orders were suspended in order to allow Mr Walker to take part in the discussions.

Mr Walker advised that there is a lot of Himalayan Balsam in the area. This outcompetes the native species and reduces biodiversity. Members discussed whether the role could be incorporated into the Parks Officers role. However, there is a workload issue. They could be trained to identify invasive species while they are going about their normal jobs. Members requested more information from WATER and asked if they could attend a future meeting of the Parks and Open Spaces Committee.

Standing orders were reinstated.

It was **RESOLVED** to invite WATER to a future Parks and Open Spaces Committee meeting.

- 24/024 **COUNCIL MINUTES:**

- i) The minutes of the Council meeting held on 15th April 2024 (copy previously circulated) were considered. It was noted that in item 23/156 the incorrect month was mentioned for the summer event. This should read May rather than March.

- ii) The minutes of the Extraordinary Council meeting held on 15th May 2024 (copy previously circulated) were considered. It was noted that the meeting took place on Wednesday 15th May not Monday 15th May. Also, there was a request to amend the minutes to make it clear that the 'statement from public' was from only one member of the public.

It was **RESOLVED** that:

- i) The amended minutes of the Council meeting held on 15th April 2024 are signed and confirmed as a correct record.
- ii) The amended minutes of the Extraordinary Council meeting held on 15th May 2024 are signed and confirmed as a correct record.

24/025 **COMMITTEE MINUTES:** The minutes of the following meetings (copies previously circulated) were noted:

- i) Planning and Infrastructure Committee 22nd April 2024
- ii) Policy and Resources Committee 7th May 2024
- iii) Planning and Infrastructure Committee 13th May 2024

24/026 **COMMITTEE RECOMMENDATIONS:** The following recommendation: Policy and Resources Committee minute PR23/088 'that the updated Health and Safety policy is adopted' was considered.

It was **RESOLVED** that the updated Health and Safety Policy is adopted, as per Policy and Resources Committee recommendation in minute PR23/088.

24/027 **ANNUAL TOWN MEETING MINUTES:** The minutes of the Annual Town Meeting held on 18th March 2024 (copies previously circulated) were noted.

24/028 **CO-OPTION POLICY:** The proposed Co-option Policy, including form and guidance notes (copy previously circulated) was considered.

It was **RESOLVED** to adopt the Co-option policy, form and guidance notes, with the addition of the previously used questionnaire form.

24/029 **ANNUAL GOVERNANCE AND AUDIT REVIEW:** The report was considered, in particular:

- i. To note the Internal Auditor's report on internal audits carried out during 2023/2024 and on year-end figures and accounts together with the completed Annual Internal Audit Report of the Annual Governance & Accountability Return (AGAR) (copy previously circulated).
- ii. To confirm and approve the statements on the Annual Governance Statement (Section 1) of the 2023/2024 AGAR. Once approved this will be signed by the Clerk as Responsible Finance Officer and the Chair of the Council.
- iii. To confirm and approve the Accounting Statement (Section 2) of the 2023/2024 AGAR. The Clerk, being Responsible Finance Officer has signed to certify that the Accounting Statement has been prepared following guidance in Governance and Accountability for Smaller Authorities – A Practitioner's Guide to Proper Practices, and presents fairly the financial position of this authority. Once approved this will be signed by the Chair of the Council.

- iv. To note that following approval of Sections 1 and 2 of the AGAR, the Clerk, as Responsible Finance Officer, will confirm the commencement date for the exercise of public rights. The Annual Return will be published on the Council website on Monday 3rd June 2024, and the period for public rights will commence on Tuesday 4th June 2024 for a period of 30 working days.

Members wished to record their thanks to the finance team for an excellent report.

It was **RESOLVED**:

- i. That the Internal Auditor's report on internal audits carried out during 2023/2024 and on year end figures and account, together with the completed Annual Internal Audit Report of the Annual Governance and Accountability Return (AGAR) are noted.
- ii. That the statements on the Annual Governance Statement (Section 1) of the 2023/2024 AGAR are approved.
- iii. That the Accounting Statement (Section 2) of the 2023/2024 AGAR is approved.
- iv. To note that the Annual Return will be published on the council's website on Monday 3rd June 2024, and the period for public rights will commence on Tuesday 4th June 2024 for a period of 30 working days.

The meeting closed at 8.19pm.

Signed: Date: 17 June 2024

Meeting: Council, 20th May 2024

Agenda item: 24/019

Report subject: Annual subscriptions/regular costs

Report author: K Elliott-Turner, Town Clerk & P Cleal, Senior Finance Officer

PROPOSAL

To review and approve indicative costs which arise on a regular basis, as the result of a continuing contract, statutory duty or obligation – to include subscriptions and memberships.

Indicative costs provided – where unknown cost for 2024-2025 cost is shown for 2023-2024

Subscriptions	
ICO Data Protection	£55.00
NALC & DALC (National Association of Local Councils & Devon Association of Local Councils)	£1,643.00
IDALC (Ivybridge & District Association of Local Councils)	£7.00
ICCM (Institute of Cemeteries & Crematorium Management)	£100.00
Administration costs	
SLCC (cost 2023-2024)	£439.00
Timetastic (staff recording system) (£18.00 p/m)	£216.00
Trello (task & project management system) (cost 2023-2024)	£202.62
Canva (online graphic design tool) (cost 2023-2024)	£99.99
Operational costs	
Parish Online (digital mapping) (cost 2023-2024)	£405.00
RBS – Omega (accounts software)	999.00
RBS – Making Tax Digital	£110.00
RBS – Bookings (room hire software)	£560.00

Meeting: Council, 20th May 2024

Agenda item: 24/021i

Report subject: Police Report

Report author: PC Perry

Ivybridge Town Police report for April 2024

Crimes Recorded – 51

Summary of crimes

Assaults - 14

Criminal damage - 6

Fraud/scam - 2

Sexual Offences - 4

Theft - 6

Public order - 1

Malicious communications - 6

Drugs - 2

Harassment - 1

Burglary - 3

Breach of order - 1 Resulting in 28 days imprisonment

Coercive & Controlling behaviour - 1

Assault an emergency worker - 1

GBH - 2

Attempted Murder - 1

April was a very busy month with over 20 calls to service relating to mental health and safeguarding issues. Crime was also high for the month partially due to Burglaries to the allotment sheds at Filham. This is currently under investigation and the was a photo of a suspect captured by a security camera.

Meeting: Council, 20th May 2024

Agenda item: 24/021iii

Report subject: District Councillor Report

Report author: Cllr Abbott

We are pleased to be able to say the repairs to the Ivybridge War Memorial have been completed in so far as the stonework has been re-aligned, cemented and grouted. We thank the SHDC team for the management behind the scenes, and the monumental masons for carrying out the work.

Damage to the lettering is apparent and there is an ongoing discussion about cleaning the stonework.

In the time since the last Council, one or more of us have had briefings and conversations on LGBTQ+ issues, the Ivybridge Community Economic Plan, the Four Rivers Dementia Alliance, the repair of the War Memorial, the sports community and associated S106 funds, the Ivybridge Rail Users Group, SHDC's Active Travel, DCC's Active Devon, Health & Safety Training, e-bikes, and local issues identified by Citizens Advice (in conjunction with the Mayor).

Housing, Car Parks and Planning Enforcement worked together with the police and a bailiff company to communicate with and swiftly serve papers on the caravan owners who temporarily occupied Leonards Road Car Park. The matter was resolved succinctly within 24 hours. We would like to thank Police Constable Cooper-Low for personally clearing up used nappies and other rubbish left behind in the car park - five bin bags in total.

Meetings with residents have included localised flooding, bin collections, the roads adoption process in new build estates, overgrowing trees and responding by email to housing, and to concerns over the Aldi. District Councillors attended the Extraordinary Town Council meeting (which had a presentation by Aldi) to listen to residents' views; another briefing is due Wednesday at Ugborough within whose Parish boundaries the land lies.

Formal meetings at the District Council included Site Visits and the business of the Development Management Committee, Licensing, the Executive, and a Task & Finish Group on the District Leisure Centres.

For those most in need, there are some funds to support residents with day to day living costs. Applications can be made online until the 30th September at

www.southhams.gov.uk/hsf

Hemlock Water Dropwort, a plant native to the UK, has been identified on the banks of the Dart. The sap from this should be avoided. As it is easily confused with flat leaf parsley, water parsnip or water celery, extreme care should be taken if foraging. It must not be consumed.

The cryptosporidium outbreak appears to be confined to Brixham, the TQ5 area, Hillhead and Kingswear. SWW identified a concern at one of their treated water reservoirs in Hillhead. They issued a boil water notice for this reservoir and, as a precaution, the Alston reservoir. The latest updates from SWW can be found here: www.southwestwater.co.uk/household/help-support/in-your-area/service-updates

SHDC's Environmental Health Team have visited and provided more detailed advice to food businesses in the affected area as they are likely to use water in ways different from a domestic household. Advice has been provided to Hillhead Holiday Park on the use of their swimming pool.

The EH team have also been in contact with Noss Marina regarding the taps available for use by Mariners and have put up a 'not drinking water' notice up. The Dart Harbour have issued a notice to the mariners to cover the water supply, via taps on pontoons on the Kingswear side.

If people have consumed the water and feel unwell, they should follow the advice on UKHSA's website here: www.gov.uk/guidance/cryptosporidium-public-advice This incident is ongoing.

If you have time this week, Dame Hannah's has a talk and cream tea on Tuesday at 2pm. Prior booking is important but you can pay at the door.

Victor Abbott, Matt Steele, Nadine Dommett and Pablo Munoz

Meeting: Council, 20th May 2024

Agenda item: 24/021 (iv)

Report subject: Reports

Report author: Ivybridge Rail Users' Group (IRUG)

IVYBRIDGE RAIL USERS' GROUP

MINUTES OF OPEN MEETING: IVYBRIDGE TOWN HALL 11th April 2024.

Attendance

Barry Clark, Chair
John Pope, Treasurer
Cllr V. Abbott, SHDC
Edward Rook

Graham Wilson, Secretary
Peter Anthony
Janet Hooper
Lucy Parker

Apologies

Laura Eames, SHDC
John Montgomery
Cllr Dan Thomas

Tony Rea
Cllr Alison Dewynter
Kate Elliott-Turner, Town Clerk

Minutes of Last Meeting

Minutes were adopted, proposed by John Pope, seconded by Ed Rook
Matters arising covered in Main Meeting.

Chair's Report

- a) BC met Cllr Andrea Davis (AD), DCC Cabinet Member for Climate Change, Environment and Transport. Following a lengthy discussion in BC's December 2023 meeting, AD reported that DCC may be willing to hand car park to GWR. BC was concerned that DCC might be being slightly obstructive by asking for revenue sharing or such like which was holding up a transfer. At this latest meeting AD stated she was not sure about the willingness of GWR to take over the car park. BC was not aware of any change on the part of GWR at this juncture.
- b) There was a rumour that DCC wants to build houses on part of the car park. BC wrote to a number of stakeholders explaining IRUG's shock and great concern about any such proposal. AD had said Councillor Phil Twiss was the key contact and indeed he emailed BC to say nothing of the sort is on his radar. BC reported he had received a very supportive email from Councillor Dan Thomas who was very supportive of IRUG's position. BC explained to AD that we should be kept informed of any matters which pertain to the station or County Council owned property adjacent to the station
- c) AD replied to BC's question as to whose budget finances bus connections to train stations and was told that DCC funding for these bus services comes within Cllr Davis' budget. There is now a regular bus no 20 to the station, but not coordinating with trains. Whilst any bus service is an improvement, and BC has witnessed passengers using it, it is not the sort of "game changing" service that would be the case if the Gold service - which also now serves the new town of Sherford – were to call at the station bus stop.

- d) Gold bus. GWR think that it will add 2-3 minutes to the service by calling at the station and will provide a good link to Sherford. BC intends to follow this up at a senior level with Stagecoach.
- e) BC is talking to other bus companies, and has set up a meeting with Tally Ho and similar is being arranged with Plymouth Bus Company – who operate the service 20. These are partly intended to put pressure on Stagecoach.
- f) DCC have already removed road signs near the station which advertised “Park and Ride” to Plymouth and discussions have taken place to altering/removing/installing new signs though this is not set in stone as regards further changes on the public highway.
- g) BC attended Teams meeting with Mark Hopwood, MD of GWR. GWR needs more rolling stock and have reported same emphatically to DfT, especially as the majority of the Castle Class have been withdrawn and only three sets authorised by DfT to be retained solely for use on the Exeter to Penzance route. No final removal date has been set of these final three sets. The shortage of rolling stock was also caused by the abandonment of the problematic Class 769 cascade already announced. The missing Castle Class trains are partly covered by cascaded class 158/159s, 150s, some former “Thames Turbo” type units and of course ICES run as 5 car units as opposed to ten cars. GWR said that they try to match the shorter ICES with known traffic patterns to minimise possibility of overcrowding. BC reported that GWR passenger numbers are up in all areas of Devon. Class 158/159 trains are proving to be very reliable. Turbo trains are being cascaded down, visible sometimes on Exmouth route, but spare parts of this class are proving difficult to source. The ICE type 802 now has no diesel engine restriction – unlike the earlier ICE diesel engine variants.
- h) Following two meetings with both Devon and Cornwall Local Transport Forum and Devon Rail Forum, it was reported that there were much improved passenger numbers on trains in the South West.
- i) CrossCountry Trains are gaining an extra seven Voyager trains cascaded from Avanti West Coast to ease problems with availability of their rolling stock.
- j) BC read out Sir Gary Streeter letter to CrossCountry Trains asking for all trains to stop at Ivybridge. Cllr Davis has written a similar letter to Richard Gibson of CrossCountry Trains. So far, everyone we have asked to support the case of CrossCountry Trains stopping at Ivybridge has been met with a positive response. BC commented that he believed this would still prove quite a challenge as the original decision was admitted to be made on commercial grounds. AD suggested to BC that the reason he had not received a response from Councillor Roger Croad was because his wife is very seriously ill in Derriford Hospital – it was further suggested that it would be kinder not to chase up at this present time.
- k) As a result of AD writing to CrossCountry Trains, Richard Gibson, Stakeholder Manager for CrossCountry Trains in our area has written to BC to state that their trains do not have selective door openings and offered meeting with BC. BC believes that manufacturer, Bombardier, built them with selective door opening facility but that these have not been commissioned by the operator because to be used they need to be implemented by train operator and staff duly trained. Lucy Parker replied that she travels to Edinburgh on CrossCountry, and trains do stop on short platforms. BC reported that he had been told that CrossCountry have a procedure for locking out certain carriages.
- l) GWR launched their Community Grant Scheme and it was decided that we should apply for a grant though with the understanding that there was great competition for grants. Time was extremely tight as from announcement to submission was limited to four weeks. BC prepared a very detailed Grant

application and extracts of the bound document were shown to the meeting. BC reported that this had taken a great deal of time requiring not only measurements but obtaining quotations from building contractors and suppliers. Members were not surprised given recent weather conditions, that BC stated every time he went to the station armed with measuring tape it was pouring with rain. BC's application for grant to GWR Communities Fund is for the following at Ivybridge station: entry gates to be wheelchair friendly; two covered bike racks (one on each platform each with 9 racks) for total 36 bikes, includes CCTV, 25 year life finish; two notice boards for walking and cycling: total application £22,823.

- m) BC mentioned to AD that we were keen to establish a direct path to the Moor from the station. AD replied that Dartmoor National Park Authority (DPNA) were also interested and that Kevin Bishop the Chief Executive of DPNA was very keen but they were currently short of funds and agreements would have to be made with land owners. AD mentioned that she was Chair of Exmoor National Park Authority. JP reported that ownership of the required land was more complicated than he first envisaged though still feasible. It was also mentioned that there was an original underpass under the railway which is currently overgrown.
- n) BC reported that Deliveroo and Just Eat were apparently delivering food to trains at Salisbury though BC was not sure how this worked in practice.
- o) Exeter to Axminster service was up in all periods of 2023.
- p) South West Trains are working on an Emergency Recovery Plan so that the area of East Devon would not be without trains for several days because of problems in one location – in this particular case caused by problems in the Crewkerne tunnel – and which was described as completely unacceptable by SWT.

Ivybridge Community Economic Plan

GW reported that the consultation is now finished and expects results to be available shortly. He anticipates that the public will be asking for much improved public transport. Following Sir Gary Streeter's letter, GW believes that SHDC has written to CrossCountry Trains and Ivybridge Town Council is expected to do so soon. (Action: **GW to keep members informed.**)

IRUG Constitution/Terms of Reference

Councillor Phillip Dredge contacted BC to say that in the depths of his files he had found an original signed Constitution document for IRUG. This document he kindly left at the

Town Hall for BC's collection. This document was produced and signed in October 2005. BC announced to the group that therefore we already have a formal document which in the absence of anything subsequent, this should be seen as our current document. The terms of reference which had already been found were presumably put together because the original Constitution had been mislaid. BC suggested that we could discuss whether we want to amend the terms at a future meeting though he will seek advice on what is appropriate and report to members at the next meeting.

Janet Hooper said that she had checked what other rail user groups do. Should we consider being a CIC or CIO with concern being expressed by some that we do not want to have a time-consuming organisation needing to be run by a tiny number of active volunteers.

Review GDPR

Following an influx of new members at the last meeting, GW reported that not everyone had signed giving permission for their data to be shared. It was agreed that BC would investigate IRUG legal obligations and advise members at next meeting.

Website

There is no website at the moment. BC said that Devon and Cornwall Rail Partnership is willing to prepare a video to benefit Ivybridge. Lucy Parker discussed what might be possible for a website and social media. She offered to run an ideas and training session. Vic Abbott said that there is a very active Ivybridge Community Group FB forum that could help with publicity. **(Action: GW and LP to get together and assess feasibility).**

Any Other Business

- a) Vic Abbott mentioned that he is forming a disability group,
- b) Vic Abbott and Lucy Parker to liaise raising profile of events throughout South Hams

Date for Next Meeting,

Thursday, 18th July 2024 at 7.30pm at Ivybridge Town Hall. In response to a question from Janet Hooper, BC reported that the newly discovered constitution mentions that four meetings should be held every year which we will follow.

BC thanked members for attending the meeting and apologised for the late finish necessitated by the range of topics requiring discussion

Meeting: Council, 20th May 2024

Agenda item: 24/021 iv

Report subject: Reports – Ivybridge Allotments Association

Report author: Councillor T Lannin

I attended Ivybridge Allotment Association's (IAA) committee meeting on 17th April, and the IAA AGM on 24th April.

I found it really interesting and useful to attend both meetings, and it's clear the committee works together effectively for the benefit of all the allotment holders.

The IAA committee appreciates the support Ivybridge Town Council provides (Pauline in finance was especially mentioned), and they were glad to have a recent meeting with Kate as the new Town Clerk. IAA were keen to have an ongoing Town Councillor link to attend future committee meetings (I think this role is best undertaken by a Parks Committee Member who isn't a current allotment holder so there's no potential conflict), to ensure the town council understand how IAA functions, current challenges they are having especially in relation to town council land and/or neighbours, and especially around future developments at Filham Park.

A more detailed report will be presented to the next Parks & Open Spaces Committee meeting.

Meeting: Council, 20th May 2024

Agenda item: 24/021 (iv)

Report subject: Reports

Report author: Cllr P Dredge

South Hams Councillor Advocate Meeting

Held on 18th April 2024

Chaired by Inspector Ben Shardlow

Points relevant to Ivybridge

Costly Street

Management plan now in operation in order to reduce anti-social behaviour in the street.

Graffiti

An adult has been apprehended and is going through the court system. The meaning of the graffiti signs is still not clear.

Illegal substances

There is considerable drug dealing and usage in the main South Hams towns. Counterfeit tobacco products and vapes to the value of £166,000 have been recovered from an address in Ivybridge.

Police visibility

There is a highly visible police presence in Ivybridge on Friday evenings.

Scams

There has been a series of serious scams in the south west with unnecessary repairs to roofs of vulnerable persons carried out. The police have identified the gang and action has been taken.

Neighbourhood Support team

A new team has been set up with a sergeant and five constables which can be called upon to support policing in South Devon.

Twenty is Plenty

Inspector Shardlow produced a copy of a speed reduction notice to the meeting and has since circulated it to members attending.

Cllr Phillip Dredge

30.04.24