



**Tiverton Town Council**

Town Hall, St Andrew Street, Tiverton, Devon EX16 6PG

Town Clerk: J.F. Vanderwolfe Chartered MCIPD

Email:townclerk@tivertontowncouncil.gov.uk

Phone: 01884 253404 Fax: 01884 258550

**Minutes of the Events & Amenities Committee held on Monday 10<sup>th</sup> July 2023 at 6.15pm in the Mayoralty Room of the Town Hall.**

**Present:** Cllrs W Burke, V Bagatelas, S Beard, C Berry, D Broom, S Bush, R Clarke, A Cuddy, S Griggs, P Hill, B Holdman, K Lejeune, T Wheeler.

**In attendance:** Mr John Vanderwolfe (Town Clerk), and Mrs J Hubbard (Assistant to the Town Clerk), Ms S Gray (Town Centre Coordinator).

Not present: Cllr M Farrell.

<b>124</b>	<b>Election of Chairman and Vice Chairman</b> Cllr S Griggs proposed Cllr W Burke for the position of Chairman, this was seconded by Cllr B Holdman. Cllr C Berry proposed Cllr S Bush for the position of Chairman, this was seconded by Cllr T Wheeler. A vote via a show of hands was conducted, resulting in 8 votes received for Cllr W Burke and 5 votes received for Cllr S Bush. Cllr W Burke was therefore duly elected as the Chairman. Cllr B Holdman proposed Cllr P Hill for the position of Vice-Chairman, this was seconded by Cllr D Broom. Cllr W Burke proposed Cllr S Griggs for the position of Vice-Chairman, this was seconded by Cllr S Beard. A vote via a show of hands was conducted, resulting in 7 votes for Cllr P Hill and 5 votes for Cllr S Griggs. Cllr P Hill was therefore duly elected as the Vice-Chairman.
<b>125</b>	<b>Terms of Reference *previously circulated.</b> The Town Clerk asked the members if they had any questions with the terms of reference for the newly formed Events & Amenities Committee. There were no questions and all resolved to accept the terms of reference.
<b>126</b>	<b>Apologies:</b> Cllr's N Davey (working), D Garcia-Parejo (working). All resolved to accept the apologies.
	<b>Declarations of Interest</b> Cllr B Holdman declared an interest as a district councillor.
<b>127</b>	<b>Minutes</b> The minutes of the meeting held on the 16 <sup>th</sup> January 2023, having been previously circulated, were adopted as a true record.
<b>128</b>	<b>Matters Arising</b> Cllr P Hill asked for confirmation of the members decision to "park the E.U.E. Community Centre project, this was duly confirmed by the town clerk, this decision

	would remain in place for a period of 6 months.
<b>129</b>	<b>Democratic Period</b> There were no members of public in attendance.
<b>130</b>	<p><b>CCTV Update</b></p> <p>The Town Clerk informed the members that the new 24/7 CCTV system was now fully operational. He then proceeded to give a brief overview of the background of this project to all the newly elected councillors. He went on to explain that this system was managed by Exeter City Council, in partnership with Mid Devon District Council and Devon &amp; Cornwall Police at their hub, and was linked the Police Headquarters at Middlemoor Police Station. Currently there was no data available on how successful the new scheme was, but it was hoped that there would be reports going forwards.</p> <p>There would be opportunities for visits to the hub for committee members that expressed an interest, the Town Clerk advised the members to contact him should they wish to arrange this.</p> <p>The Town Clerk said he was pleased to announce that other towns such as Exmouth, Honiton and Crediton had now come on-board with the system following Tiverton's lead.</p> <p>Cllr C Berry asked if more cameras could be added to the system, the Town Clerk said that this was not possible currently but could potentially be looked at in the future. Some members asked if there could be CCTV provision for the public conveniences, as there had been a recent spate of vandalism at the People's Park toilets.</p> <p>The Town Clerk informed the members that he would be meeting with a public conveniences manufacturer and supplier to explore the possibilities of adding additional toilet provision at Phoenix Lane and Westexe Park which would be operated as paid facilities with the idea of reducing vandalism. He would he said, seek guidance on CCTV options for public conveniences then.</p> <p>The Town Clerk also updated the members on the conversion of the unisex facility at the Pannier Market to a disabled facility operated by a radar key. This was due to the continued misuse of this toilet.</p> <p>Cllr P Hill asked if the contract between the district council and the town council for the CCTV system had been completed. The Town Clerk confirmed that an agreement was in the process of being drawn up by the district's legal team. It was hoped to have a copy of this by the end of the month.</p> <p>The Town Clerk asked Cllr Hill to review this document once he had received it. Cllr Hill duly agreed to do this.</p>
<b>131</b>	<p><b>Allotment Report:</b> to receive and note a report *previously circulated</p> <p>The Town Clerk gave a brief overview of the current management of the allotment sites to the newly elected councillors.</p> <p>He explained some of the common issues arising from the allotments. These included plots being neglected, and in some cases abandoned. The Town Clerk said that there was a £50.00 security deposit in place to deter tenants from leaving their plots in an untidy/overgrown condition but that this was not always effective. In some cases tenants were prepared to lose their deposit over tidying and clearing their plots. The cost to the council to hire a garden contractor to clear a plot ranged from £200 up to £400 dependent on the amount of clearance and waste material to be removed.</p> <p>Some of the members questioned whether the security deposit was high enough. The</p>

	<p>Town Clerk said that he did not feel that in these times of economic hardship that this could be justified and could put renting an allotment plot out of the reach for some. The current annual rent for a standard half plot stood at £17.00, this rose incrementally by 50p per year. This charge included unlimited use of water on each of the six sites. Many members felt that this was too low and could be looked at and reviewed.</p> <p>Cllr A Cuddy asked if there was provision to remove tenants who breached their contracts. The Town Clerk explained that there was a process in place to do this but that it took a period of up to a month to do so. As all tenants had to be given the allocated notice period.</p> <p>Cllr S Bush asked if there had been any developments on the proposed allotment provision for the Eastern Urban Extension area.</p> <p>Cllr Burke said that although there had been plans to provide an allotment site for the Post Hill development this had not come to fruition to date.</p> <p>Cllr B Holdman said he hoped that this would be re-visited within the new local plan.</p>
<b>132</b>	<p><b>Tiverton in Bloom:</b> to receive and note a report *previously circulated.</p> <p>The Chairman Cllr W Burke gave a brief overview of the history of Tiverton in Bloom and its achievements for the newly elected members. Cllr Burke himself, had devoted over 50 years to this project and had received a special award in recognition of his long service from South West in Bloom.</p> <p>The Town Clerk explained to the members that the criteria for this national competition had evolved to focus strongly on community involvement and bio-diversity.</p> <p>The Town Centre Co-ordinator asked if there would be any possibility of forming a community allotment space.</p> <p>The Town Clerk informed her that this had been trialled before but had not been successful. Cllr Burke confirmed this, saying there had been many issues before the scheme folded.</p> <p>Cllr B Holdman suggested looking at ways to create more green spaces within the town.</p> <p>Cllr V Bagatelas said that schools should be encouraged to be involved.</p> <p>Cllr Burke informed the members that the judging date for Tiverton in Bloom would be Friday 21<sup>st</sup> July 2023.</p>
<b>133</b>	<p><b>Mayor's Sunday:</b> To note this will be on Sunday 1<sup>st</sup> October 2023</p> <p>The Mayor Cllr W Burke informed the members that his Mayor's Sunday event would take place on Sunday 1<sup>st</sup> October 2023. He invited all councillors to attend. This he said was a community event which involved many youth organisations who accompanied the Mayor for the parade. He advised all who wished to parade to arrive no later than 10.15am to assembly.</p>
<b>134</b>	<p><b>Heritage Events Diary-</b>Town Centre Co-ordinator</p> <p>The Town Centre Coordinator Ms S Gray gave an update on her plans and vision for the town to the members.</p> <p>After the success of the recent Coronation event, Ms Gray informed the members of her plans for a trial riverside event, "Sundown on the River" is scheduled to take place on Saturday 29<sup>th</sup> July 2023 and would run from 4pm until 9pm. This would primarily be a low key relaxed affair, which if successful, could become a regular event.</p> <p>Sunday 24<sup>th</sup> September 2023 would see the return of the "Eat" festival. This large-scale food and drink event had proved very popular in past years with high visitor numbers attending.</p> <p>Ms Gray said she hoped to arrange an event for the town on the 28<sup>th</sup> October which</p>

	<p>could be in the form of a second trial food and drink festival, either along the river if weather permitted or at Phoenix Lane.</p> <p>Saturday 25<sup>th</sup> November 2023 would see the town’s Christmas light switch-on event. For this year’s Christmas event, there would need to be a re-think on the pyro-technic displays that took place previously. Ms Gray suggested that this might be in the form of a laser light show for example. The school lantern parade that had taken place prior to the covid pandemic could be revamped. Last year, inclement weather meant that this event could not take place. Ms Gray said that the way forward to avoid road closures would be to encourage all members of public to bring along their own lanterns to illuminate the event, there could also be a lantern making workshop for all who wished to create their own on the night too.</p> <p>She said that she was liaising with the Tiverton Town Centre Partnership to put on a one off late night Christmas shopping event, it was hoped that most of the town traders would participate in this and stay open until 9pm.</p> <p>Plans for 2024 included a series of small art festivals culminating in one large event. Hopefully there would be more riverside food and drink events too.</p> <p>Ms Gray said she would love to put on a town centre Pride Event and to include a town parade.</p> <p>Ms Gray said that 2024 was the scheduled year for the Perambulation of the Leat to take place. Currently this was not up and running and would need large scale works to make it so.</p> <p>One idea was to utilise one of the town’s park to put on a fund raising event to help kick start support.</p> <p>The district council were planning to introduce a walking festival which would take place from the 14<sup>th</sup> to the 29<sup>th</sup> September 2024 this could help to revitalise local footpaths and town trails. The Perambulation of the Leat could also be linked into this event.</p> <p>The River Exe Struggle is also planned to return next year, this too would take place in September.</p> <p>Another idea for 2024 was to bring Art to the Parks, currently there were a couple of boarded up structures in both the People’s Park and the Westexe Recreation Ground. These could be improved and utilised to display art.</p>
<p><b>135</b></p>	<p><b>New Hall:</b> Running of bar for events</p> <p>The Town Clerk informed the members that the council owned New Hall community facility was currently running at a loss. There were many local societies and clubs that used the hall but their charges were at a discounted rate. Therefore there was a need to secure more public bookings charged at full rate.</p> <p>Extra revenue could come from the town council taking ownership of the bar facility. Events such as beer festivals, themed nights, and live music acts could be put on, with the drinks sales helping to boost revenue.</p> <p>The Town Clerk requested to book a live music act “Guns 2 Roses, their charge to come to the hall would be £3,000. This would include all their own sound and lighting operation. This would take place on the 23<sup>rd</sup> September 2023.</p> <p>The council would run the bar for this event, this trial event he hoped would prove lucrative.</p> <p>All accepted to permit the amount of £3,000 to secure the music act for the proposed event.</p>
<p><b>136</b></p>	<p><b>Date of Next Meeting: 11<sup>th</sup> September at 6.15pm</b></p>