

## **MID DEVON DISTRICT COUNCIL**

**MINUTES** of a **MEETING** of the **COMMUNITY POLICY DEVELOPMENT GROUP**  
held on 6 June 2017 at 2.15 pm

### **Present**

#### **Councillors**

B A Moore (Chairman)  
Mrs A R Berry, Mrs E J Slade, Mrs G Doe,  
R J Dolley, Mrs J B Binks and R Wright

### **Apologies**

#### **Councillor(s)**

Mrs E M Andrews, F W Letch, Mrs H Bainbridge and  
Mrs C P Daw

### **Also Present**

#### **Councillor(s)**

C R Slade and Mrs M E Squires

### **Also Present**

#### **Officer(s):**

John Bodley-Scott (Economic Development Team Leader),  
Lee Chester (Leisure Manager), Simon Newcombe (Public  
Health and Professional Services Manager), Catherine  
Yandle (Internal Audit Team Leader), Kevin Swift (Public  
Health Officer) and Julia Stuckey (Member Services  
Officer)

## **1 ELECTION OF CHAIRMAN (CHAIRMAN OF THE COUNCIL, IN THE CHAIR)**

**RESOLVED** that Cllr B A Moore be elected Chairman of the Group for the municipal year 2017/18.

Cllr Moore then took the Chair.

## **2 ELECTION OF VICE CHAIRMAN**

**RESOLVED** that Cllr Mrs E J Slade be elected Vice Chairman of the Group for the municipal year 2017/18.

## **3 APOLOGIES AND SUBSTITUTE MEMBERS**

Apologies were received from Cllr Mrs E M Andrews, Cllr F W Letch, who was substituted by Cllr R Wright, Cllr Mrs H Bainbridge who was replaced for one meeting by Cllr Mrs J B Binks and Cllr Mrs C P Daw.

## **4 PUBLIC QUESTION TIME**

There were no members of the public present.

## **5 MINUTES OF THE PREVIOUS MEETING**

The Minutes of the last Meeting were approved as a correct record and **SIGNED** by the Chairman.

## 6 CHAIRMANS ANNOUNCEMENTS

The Chairman thanked the Members of the Group for re-electing him as Chairman and welcomed them to the new municipal year.

The Chairman informed the Group that following the Peer Review it had been agreed that links between Committees and the Members of the Cabinet should be strengthened. He had therefore started a series of meetings with Cabinet Members for Community Well Being and the Working Environment. An informal meeting had been arranged for 21 August, to which all Members had received an appointment, which would allow the Group to discuss ideas informally with officers and Cabinet Members in attendance to support and guide.

The Chairman informed the Group that he had discussed Trim Trails with the Cabinet Member for Community Well Being and hoped that this was a project that could be moved forward.

## 7 TAP FUND

The Group had before it a report \* from the Director of Growth providing Members with a summary of spend for the Town and Parish (TAP) Fund in 2016/17 and to inform them of any changes to criteria for 2017/18.

The Economic Development & Regeneration Manager outlined the contents of the report, explaining that the Town, Parish and Community (TAP) Fund (formerly known as the Town and Parish Fund) could be used by towns and parishes working together to respond to community issues of shared interest and/or concern. The scheme was also known as the '£1 per Elector Fund' whereby each town or parish area was allocated £1.00 from Devon County Council (DCC) and £0.10 from Mid Devon District Council (MDCC) for every elector in the parish using figures based on the electoral register. For the 2016/17 TAP Fund, these figures were based on the February 2016 electoral register.

The Officer explained that though low cost regarding financial contributions the scheme took considerable officer time to administer. Changes had been made to the application process for the coming year in order to reduce administration as much as possible. Information regarding the fund and the new process for applications would be distributed to the Towns and Parishes via the monthly Town and Parish Council Newsletter. It was **AGREED** that the report be circulated to all Members and that they be asked to encourage their local councils to apply.

Discussion took place regarding:

- The system was considered to be fairer now than it used to be due to the distribution of funds throughout the District;
- The need to encourage smaller groups and parishes to apply;
- The Mid Devon Attractions Group which received funding from all of the County areas as it was a district wide scheme working to promote tourism throughout the District;

- The Mid Devon Attractions Group would be giving a presentation to the next meeting of the Economy PDG and Members requested a copy of this;
- The fact that applications which involved more than one town or parish would be more favourably received but this did not prevent applications from lone parishes.

The Chairman thanked the officer for his report.

Note: - Report \* previously circulated and attached to Minutes.

## 8 PERFORMANCE AND RISK

The Group had before it a report \* from the Director of Corporate Affairs and Business Transformation providing Members with an update on performance against the Corporate Plan and local service targets for 2016-17 as well as providing an update on the key business risks.

The Audit Team Leader outlined the contents of the report.

Discussion took place regarding:

- Leisure Memberships which had reduced following changes to the charging structure, and the need to retain members. It was **AGREED** that the Leisure Manager be asked to provide an update regarding this in six months time;
- Trim Trails and the possibility that funding could be available from Devon County Council or Sport England and the need to ensure that consideration was given to location. It was **AGREED** that this be an agenda item for the next meeting of the Group;
- Compliance with food safety:- the fact that around 90% of food premises were compliant which was the level that the Food Standards Agency would expect and the importance of non compliance being identified and dealt with.

The Chairman thanked the officer for her report.

Note: - Report \* previously circulated and attached to Minutes.

## 9 LEISURE UPDATE

The Leisure Manager (Development and Performance, gave a presentation (attached to Minutes) which provided Members with an update regarding:

- Exe Valley Fitness Centre Development;
- South West Youth Games;
- Wetside upgrades;
- Performance and SPAR KPI's for 2016/17
- Business Plan for 2017/18
- Top projects.

Discussion took place regarding:

- The utilisation of empty units in Market Walk to replace activities that were normally undertaken in areas that had been closed due to the refurbishment at Exe Valley;
- The success achieved by local children at the Youth Games;
- Retention of members and a target to increase casual participation;
- Nutritional advice that could be provided;
- Links to GP Surgeries.

Note: Presentation attached to Minutes.

## 10 AIR QUALITY UPDATE

The Group had before it a report \* from the Public Health and Professional Services Manager providing an update on development of the statutory Air Quality Action Plan 2017-21 for the district.

The Officer outlined the contents of the report, informing Members that the Draft Air Quality Action Plan would be presented to the Group at the September meeting.

He went on to explain that the bid for funding that had been submitted to DEFRA had been unsuccessful as the scheme had been massively oversubscribed and most of the funding had gone to metropolitan areas. There were further opportunities for EU funding which were currently being investigated.

Discussion took place regarding:

- Electric Charging points which would be provided at 8 locations across Mid Devon;
- Air quality testing in Crediton and the ongoing issues created by traffic in the High Street;
- The Local Plan and air quality, the impact of which would be a consideration for large developments;
- Potential cheap options to improve air quality such as moving a bus stop;
- Future changes to vehicles such as a potential reduction in the number of diesel vehicles and increase in the number of electric vehicles;
- Section 106 funds and how they were allocated to air quality projects.

The Chairman thanked the officer for his report.

Note: - Report \* previously circulated and attached to Minutes.

## 11 PUBLIC HEALTH SIX MONTHLY UPDATE

The Group had before it a report \* from the Public Health and Professional Services Manager providing an update on the progress of the Public Health Plan.

The officer outlined the contents of the report and discussion took place regarding:

- Active Start (GP referral) which provided specialised, supervised exercise programmes for anyone whose fitness and health conditions could be improved by regular exercise. There were now an average of 40 participants each week.
- A recognised need to audit food and drink that was sold at Leisure Centres;
- Nutritional advice that could be provided by Leisure Service staff;
- The Energy Switching Scheme that was highlighted at the last meeting would shortly be going live;
- Public Health were working with Cosy Devon regarding new initiatives and 43 residents in Mid Devon had had a new heating system installed as part of the Central Heating Fund;
- Seated exercise classes had been well received providing exercise, social interaction and some respite for carers. It was hoped that these groups would become self sustaining;
- Walk and Talk groups which were active within the District.

It was **AGREED** that the officer be asked to provide an update on the progress being made regarding the food and drink sold at Leisure Centres at the next six monthly update.

Note: - Report \* previously circulated and attached to Minutes.

## 12 IDENTIFICATION OF ITEMS FOR THE NEXT MEETING

Performance and Risk  
Air Quality Update  
Town and Parish Charter  
Gypsies and Travellers  
Trim Trails

(The meeting ended at 4.15 pm)

**CHAIRMAN**