

The fourth meeting of Brixham Future CIC will be held on **WEDS 26th April 2017** at 730 pm in Brixham Town Hall.

PLEASE NOTE THE CONFIDENTIAL NATURE OF THE INFORMATION CONTAINED IN THESE PAPERS

Governance	Member	Action Required	Time
1) Introductions & apologies	All	Recorded	2 Minutes
2) Minutes of last meeting 8 th March (attached)	Chair	Agreement	2 Minutes
3) Declaration of Interests	All	Recorded	2 Minutes
4) NCVO Code of Governance	Chair	Agreement	5 Minutes
5) Treasurer Banking arrangements	Frances Robinson	Agreement	3 Minutes

Guest Speakers

Gordon Oliver –Mayor of Torbay & Kevin Mowat –Torbay Council	25 Minutes
Dr. Marlyn Fryer –Creativity Centre	25 Minutes

Projects

6) Way-finding up-date	(verbal)	Martyn Green	Information	2 Minutes
7) Breakwater up-date	(verbal)	Keith Dodd	Information	2 Minutes
8) Wall Mural spend £1,000	(attached)	John Brennan	Decision	5 Minutes
9) `Paint the town` update	(Verbal)	John Rudden	Information	3 Minutes
10) Christmas Brass Band 25 th Dec	(Verbal)	John Rudden	Information	3 Minutes
11) Trees - Car Park spend £1,000	(attached)	Nigel & Mick	Decision	5 Minutes
12) Charity Fair day 8 th & 29 th July	(attached)	Jill Regan	Agreement	5 Minutes
13) Volunteer`s week information	(Circulated)	Nigel Wood	Agreement	3 Minutes

Information

14) Townscape Heritage lottery fund (to follow)		Ian Carr	Information	15 Minutes
15) Torbay Lottery Membership	(attached)	John Brennan	Feedback	3 Minutes
16) Town Centre Regeneration	(attached)	Frances Robinson	Research Info	3 Minutes
17) Brixham Neighbourhood Plan	(verbal)	Frances Robinson	Feedback	3 Minutes
18) Section 106 Letter	(attached)	Frances Robinson	Discussion	5 Minutes
19) Chairs Report	(attached)	John Brennan	Approval	2 Minutes
20) Draft Newsletter	(verbal)	John Brennan	Approval	2 Minutes

Diary Events

21) Charity Fair - `Bring & Buy` **SATURDAY 8TH JULY & SATURDAY 29TH JULY in Scala Hall**

22) Meeting Mr. Steve Criddle-**THURSDAY 27th April 2pm @ South Devon College** for general discussion on co-operative working with hopefully us, Town Council and Chamber of Commerce.

23) **Dates for diaries2017 @ 730pm Brixham Town Hall:**

WEDS 12TH JULY 2017

WEDS 30TH AUG 2017

WEDS 27TH SEPT 2017

WEDS 8TH NOV 2017

WEDS 6TH DEC 2017

24) Any other Business

TOTAL ANTICIPATED MEETING TIME

120 Minutes

AGENDA ITEM 2

Draft -The minutes of the third Brixham Future CIC Board held on WEDS 8TH March 2017 at 730 pm Furzham Room @ the Brixham Town Hall.

Members Present : Cllr. David Giles (DG), Cllr. Jill Regan (JR), John Brennan (JB), Frances Robinson (FR) Keith Dodd (KD), (KA) , Mike Roseblade (MR) Cllr. Ian Carr, and Nigel Wood (NW). Martyn Green (MG), John Rudden (JF).

Apologies: Richard Murray –Smith (RMS).

Governance

1) Introductions & apologies

Welcome & introductions made with apologies from above.

2) Minutes of last meeting Weds 18th January 2017

Members agreed as a true, accurate and fair record of previous meeting without amendment.

3) Declaration of Interest

No Members had above.

4) Co-Option to the Board

John Rudden (JR) was proposed, seconded and elected as a co-opted Board Member without speaking or voting rights in accordance with Standing Orders.

Action –JR accepted records amended -**Done**

Project reports

5) Wayfinding update

Martyn Green (MG) had placed on the website www.brixhamfuture.co.uk signposting survey to collate evidence for above. He had asked Tracey Hallett to insert into `Brixham Signal` and RMS was looking for statistical information on car parks etc. DG pointed out that Martyn Green was now the Chair of Chamber of Commerce and was congratulated by all.

Action-MG update to next Board

Section 106 Monies

Arising out of above Frances Robinson (FR) had discovered that Section 106 monies had been allocated from the Wall Park development of £40k for signage plus £85k for Berry Head mitigation. David Giles (DG) reported that he had attended a meeting with Councillors/Mayor in which it was revealed that £1.9M of unspent money existed from above funds. Torbay Officers could spend £50k without Council Members approval. Agreed the Board would write formally to Mayor, Steve Parrock CEO of Torbay Council & Torbay Development Agency and Torbay FOI section (who were unable to answer previous requests) to know how much was available or spent to date in Brixham?

Action –FR to draft section 106 letter -**Sent**

6) Breakwater lighting report

Keith Dodd (KD) reported progress was being made. He had visited Brixham Marina that day and outlines a potential scheme which would meet their future energy requirements and also provide a source of power for the breakwater lighting project. We would be engaging with South Devon Energy Centre to progress.

Action – KD to progress and report to next Board 26TH April.

7) `Paint the Town` & wall murals

JR & JB had progressed the above. We were also looking to devise a series of wall murals which would be low cost, quick win, high impact to brighten up the town and improve the environment for visitors and residents alike. A number of local artists had been involved and various sketches prepared to demonstrate the concept. Good opportunities existed such as Churchill Gardens for a D-DAY Memorial Mural. A number of other sites had been identified /discussed with owners. The project would if agreed by Board be progressed with agreement sought from Owners, Board, Town Council and Chamber as example of partnership project working.

Action –FR & JB to secure `mock –ups` ; liaise as necessary and report to next Board 26th April.

8) Christmas Brass Band 25th December 2017

A street license had been secured and J R would liaise on a Brass Band for AM performance.

Action –FR to liaise with Town Brass Band and report back to next Board.

9) The Grove Trees

Mike Roseblade (MR) introduced the topic and local concerns shown over the felling of Churston Woods. After discussion agreement that we would support the rapid re-planting and support a petition. There was a meeting on the 9th March in local pub on the issue and NW & MR would attend.

Action –MR-A full report would come to next April 26th Board.

10) Charity Day Fair

Local Charity shops raise circa £30k per annum. However many local groups did not have one yet still needed small income stream. Idea supported by many local groups was a `bring and buy` sale preferably in the Fish Quay or 2nd Choice Scala Hall. Each local community group would have own table and sale 2nd hand goods for the day from own contacts or people who came on the day and gave to their chosen groups. Board preference for Fish quay location (tried but booked all year) and general support.

Action –J R to progress and report back to Board.

11) Volunteers Day

Member`s recognised need to recruit more volunteers for all Brixham Groups. Conversations suggest demand for a Brixham Volunteer`s Day specifically targeted to recruitment by individual Brixham Groups `setting out their stall` and offering opportunities.

Board pointed out that TCDT work to promote Volunteering via `Time-banking` etc and may be interested. JB pointed out close working relationship and TCDT had `put out a stall` at our launch. Nigel Wood spoke about general principles on Volunteering and notes attached as Appendix A.

Action –Liaison with Victoria Campbell who is TCDT capacity building Officer for Brixham.

Information

12) Brixham Neighbourhood Plan

FR explained that consultation finishes 11th March. All agreed vital to respond and influence final document. The summary is 41 pages and the main plan runs to 10 items and hundreds of pages and is now available on www.brixhampeninsula.com.

FR had convened a `Working Group` which had produced the last response document circulated for members to endorse. All agreed a suitable response. NW would make a few separate comments on ecology issues in a personal capacity.

Board discussion on role of Brixham Peninsula Neighbourhood Group Post `veto` on future planning applications. Board stated that Town Council only elected body and therefore only forum to decide such matters.

Action – Board`s response to Neighbourhood Plan approved and to be submitted before 11th March.

13) Chairs Report

JB has liaised with Mayor on attendance at future Board meetings once he had something to update us on. We hope to establish a positive constructive relationship to the benefit of Brixham. The Mayor was also keen to progress the Railway line into Brixham and we await further details.

JB had liaised with Pat Steward from the TDA who hopefully would be contacting local Councillors. We can look forward to working with key contacts within Brixham / Torbay area. We are seeking to build key working relationships including the South West Energy Centre and South Devon College with visit on re-arranged to 27th April (all Board Members & Town Councillors invited).

FR & JB intend to visit Dean Bowden of SDC Construction Manager on 24th March to discuss possible joint projects (Done).

Action - Members approved the report.

14) Work Programme 2017/18

Action- Members approved the above.

15) Chairs, Secretary and Treasurers post adverts

Adverts for post of Secretary, Treasurer and Chair were placed in 'The Brixham Signal' which is distributed to all local households. To date we have not received one enquiry.

Richard Murray Smith had agreed to act as Interim Chair; Frances Robinson as Secretary and Keith Dodd as Secretary.

Action -Board approved above appointments. We would look to re-advertise for future Board Members.

16) Network with other groups

JB concerned that BF represented on other groups/forums.

FR happy to represent us on Brixham Chamber of Commerce

17) Torbay Soup Event

Everyone reminded above occurs 23rd March at 7pm in the Churston Court Hotel with proceeds to local charity/not for profit organisation.

18) Proposed Meetings dates for diaries 2017 @ 730pm Brixham Town Hall:

WEDS 12TH JULY 2017

WEDS 30TH AUG 2017

WEDS 27TH SEPT 2017

WEDS 8TH NOV 2017

WEDS 13TH DEC 2017

19) Any other business

IC suggested a future 'easy win' would be to participate in a survey of blue plaques –**Agreed**

FR suggested that she could convene a meeting of local retailers to generate new ideas-**Agreed**

IC hoping to publish 'good practice' guide on shop fronts/heritage –**Supported**

DG-reported 'belly bins' back in play with new trial period expected- **Congratulated**

MR- suggested we find a way of creating a fund for locals to obtain tools etc-**Proposal required.**

TOTAL MEETING TIME

90 Minutes (1.5 hours)

ACTION LIST

- 1) Letter to be sent to Mayor/Steve Parrott with copy to Tracy Hallett on Section 106-**Done (Agenda)**
- 2) Progress on Way finding update April Board – **MG & RMS**
- 3) Progress Breakwater lighting for April Board- **KD & JB**
- 4) Progress `Paint the Town` & Murals –JR & JB –**Done**
- 5) Neighbourhood Plan -FR to submit by 11th March –**Done**
- 6) Chase up Mayor and Pat Steward TDA `follow –up` on points –**Done**
- 7) MR & NW to progress meetings on trees-**Done**
- 8) Board recruitment to continue-Adverts re-circulation-**Done**
- 9) JB to liaise with TCDT/BTC on Volunteers day-**Done –Await further details**
- 10) JR & JB to progress Charity Day-**Done -19 groups confirm attendance to date**
- 11) All Board Members invited to re-arranged meeting /walkabout with South Devon College on 27th April at Vantage Point –South Devon College ,Long Road ,Paignton –**Invited circulated** .
- 12) Torbay South Event - 23rd March at 7pm in the Churston Court Hotel all welcome £5 Entrance

Board response letter to Gordon Oliver Visit to Board Weds 18th January 2017

1) The Brixham New Road –`pinch points`

Whilst happy to see improvements will Highways Dept respond to remaining concerns?

2) Belly Bins –delays

The above would replace the `unsightly and ugly` big bins which are totally inappropriate for our narrow sea/harbour-side where space is premium. Your support will be appreciated.

3) Section 106 /CIL Money

We are grateful that you recognise the existence of `unspent` sums in regards to above. These figures do not appear to be published? How much has been raised on Section 106 Contributions **from** Brixham and where exactly has it been spent in Brixham?

4) Public Toilets (main car park)

We were delighted to hear of your commitment to retaining the few Public Toilets we have. It was good to hear that there `is a plan` but can it be implemented before May 2017?

5) Wall murals, house painting, unifying shop frontages

The `drabness` of our town could be tackled with a range of minimal cost improvements. We are looking to establish a quick win `pilot project`. Will the Mayor assist us with TDA?

Appendix A

Volunteering -Observations from my experience as a volunteer and as a volunteer leader for many years.

It is important to be clear on objectives. Compare “Volunteers needed to help at the hospital”

“Volunteer Drivers to and from hospital and 2 people to man the bookstall required”

Target groups

- Retirees especially early retirement and redundancy
- Part time workers
- Students and Trainees (wishing to get experience)
- Young offenders, community services (need own supervisors)

The rewards of volunteering are manifold

- Sense of purpose / Joint enterprise
- Feeling valued
- Sense of achievement / gaining knowledge
- Meeting new people
- Health benefits both mental and physical
- Social events

Running a voluntary group

A lot of time and effort is needed to set up and maintain a group of volunteers.

Leader and coordinator not usually same person.

Leader: inspiring communicative knowledgeable good with people

Coordinator: methodical precise organised good communicator

As it grows more people will be needed

- Need code of practice a contract between volunteers and staff
- The right tools, training and protective clothing
- Register of skills /equipment training and PPE

Example

Essex CC provided 2-3 full time members of staff to manage 21 miles of abandoned railway. (Flitch Way Country Park) It soon became apparent that the staff could only do the basic maintenance of the park but anything else would need either expensive contracts, or many willing and capable volunteers. "[The Friends of the Flitch Way](#)" was born in 2004 at first 90 people signed up to newsletter. I am greatly chuffed that it is still going strong in 2017

Remuneration and benefits.

Volunteers should not do what others are paid to do

There to enhance a service and do what cannot be done otherwise

No volunteer should be out of pocket by volunteering their services

All reasonable expenses should be covered as standard

A volunteer may choose, for the benefit of the service, not to take expenses

A volunteer may, if they wish, donate tea biscuits photocopy paper etc. but not be expected to do so.

There should be no material gain through volunteering. This should be made clear at the beginning

Occasionally a specialist skills that would be expensive to procure elsewhere can be rewarded at a rate agreed, for example Legal representation, Species Survey, leaflet design

A name is important; "The Grey Greenies", Friends of the Fitch Way

As the volunteers grow

- Become a charity in their own right
- Have their own Website
- Produce regular News letter
- Obtain grants machinery training
- Membership fee to cover running expenses only.

Membership will always exceed people in who are prepared to get their hands dirty .Perhaps 10% or less of the people receiving newsletter come out to play.

Find other ways to involve these people who may wish to help but health or time restrictions mean they cannot come to the working parties. For example, photo-copying and stuffing envelopes etc.

AGENDA ITEM 4

NCVO CODE OF GOVERNANCE (added to Agenda separately)

AGENDA ITEM 5

Treasurer`s report-Banking procedures

Online Banking

We can now confirm that our Bank Account is operational with a £2,000 (two thousand pounds) opening balance. Online banking facility has been set up. The system includes a number of security features and safeguards. There will be quarterly Bank Statements to the Board for control.

The processing of both income and expenditure within Brixham Future CIC must follow the Policies and Procedures previously agreed by the Board.

Our Banking arrangement gives 3 Members of the Board access on –line via a personalized security code to view and process our account. These are John Brennan, Frances Robinson, and Keith Dodd.

Paying in

There is one Co-Op Bank Paying in Book (Style F) for money both cash and cheques to be paid into a branch of the Co-op Bank. However the nearest Branch is Plymouth –so in effect redundant. The above only copy is held by Frances Robinson as Treasurer.

We do not have a local Co-Op Branch and have nominated a Post Office at St. Mary's Church, Drew Street. This post office is the closest to John Brennan and Keith Dodd. The Treasurer can also nominate another. This allows us to pay cash/cheques in for onward transfer to the bank.

Cheques can be sent by post with completed covering slip to Co-Op Bank PLC, Business Direct, Blaise Pascal House, 100 Pavilion Drive, Brackmills, Northampton NN4 7AR. The 3 Bank signatories Frances Robinson, John Brennan, and Keith Dodd all have Credit Books

Taking money out

Cheque Book

There is only one Cheque Book. It is held by Frances Robinson as Treasurer. It requires 2 `AUTHORISED` signatures. We have 3 people (we shall rota) whom the Board authorises to sign cheques –John Brennan, Frances Robinson, and Keith Dodd.

Cash /Change Transfer Book

Some businesses (especially retail) require `loose` change. This book allows sums to be withdrawn against the account. The books are held by Frances Robinson, Keith Dodd and John Brennan.

Visa Debit Card

This allows three Board Members Frances Robinson, Keith Dodd and John Brennan to access the current account and pay directly for goods and services. It is covered by a PIN.

Frances Robinson (Treasurer)

AGENDA ITEM 8

Wall Mural -Proposal to spend £1000

Board members will be aware that some work has been on-going with progressing the above. We have worked closely with Urban Gypset from Helston, Devon (info@urbangypset.com) in the design and production. We will have to enter into a specific contract with them for the delivery of the work.

Some of the proposed wall murals such as the D-Day one in Churchill Gardens have attracted a lot of public support but will take several months to deliver as involve several parties including Torbay Council and South Devon College. There is also no urgency as the 75th Anniversary does not occur until 2019 some 2 years away. This gives us the timescale necessary to raise some funding .

We have assurances that there are no legal/planning impediments to these murals.

An 'expression of Interest' has also come from Shoalstone Pool Ltd who subject to designs being approved see considerable benefit in a range of suitable murals being created poolside.

On 17th March in the Furzham Room Ian Carr, John Brennan, John Rudden, and Tiny Stockman (Strand Gallery) had an informative meeting to discuss options/designs. We have 4 sites/proposals 'ready to go'. One is above the Rio Fish-shop at bottom of Fore Street; the second is the Doble Jewellers in Fore Street; the elevation above Hans Gift Shop at the entrance from the harbour-side to Fore Street; and the final one is other is the 'Strand Art Gallery' flank wall.

It is considered that a 'pilot' mural should be authorised from one of the 4 choices after a period of one month public consultation. By demonstrating the value of one new mural we would hope to progress to others in order to create an 'Art Trail'.

Recommendations

That Board Member's agree one design /location.

That a budget of £1,000 (one thousand pounds) be allocated to this first mural.

AGENDA ITEM 11

Trees project –Main car park to spend £1000

Board Members will be aware of the concerns raised by the loss of trees from Churston Estate and previously the loss of trees from the Lupton Estate.

Mike Roseblade , Nigel Wood and Gill Regan have been actively engaged with the debates with regard to above alongside Cllr. Victoria Campbell.

The above sites are outside our control and there appears to be no immediate initiative to address the concerns raised. Whilst we anticipate the debate will continue it is believed that we can respond in a different way. Although Brixham has many 'green areas' nevertheless there are places that benefit from 'green' enhancements including floral displays etc.

It is considered that we should undertake the construction of large size portable 'tree –planters' to be placed mainly in the main town car park as a means of 'greening' this 'eyesore' area. We would liaise with all interested parties. It is not considered that this enhancement would interfere with either current or future car parking or re-development proposals.

Recommendations

That Board Member's agree this project and delegate to Nigel Wood & Mike Roseblade to deliver. That a budget of £1,000 (one thousand pounds) be allocated to this project and funding sought.

AGENDA ITEM 12

Brixham Charity Saturday 8th & 29TH July 'bring & buy' sale

The above has been arranged for the 8th & 29th July in the Scala Hall. The following 19 groups have confirmed attendance to date:

Brixham Future CIC –John Brennan- John@caracommunity.co.uk

South Devon Players –Laura Jury-southdevonplayers@gmail.com

Friends of Brixham Library –Eunice Dodd eunice.dodd@gmail.com

Brixham Museum –Johnrisdon@heritage-southdevon.co.uk

Brixham Dolphins-Annie Wilson brxmarineconservationproject@talktalk.net

Animals in Distress –Jill Regan
 Brixham Rotary Club-Maldwyn Evans maldwyn@cldmail.co.uk
 Shoalstone Pool-Rosemary Clarke clarke1959ra@gmail.com
 Brixham Fairtrade-Rosemary Clarke clarke1959ra@gmail.com
 Memory Cafe –Rosemary Clarke clarke1959ra@gmail.com
 Ali-Way Scrapstore, -Jenny Aherne - co-ordin84action@hotmail.com
 St. Mary`s Bowling Club –Chris Dawes-Chris@cspdawes.co.uk
 Our Lady Star of the Sea –Sue Parker
 Douglas House -Lorraine.Dodder@leonardcheshire.org
 `Woody walks` -Nigel wood nigel.wood1@btinternet.com
 Riveria Singers –Janet Petit
 YES –Mara Slipper Brixham YES bxyes@hotmail.com
 Brixham Food Bank –Ali on 859863 or Lindsay Harrison linmalch@hotmail.com
 Lindsay Harrison secretary, Brixham Food Bank.brixfood@gmail.com
 Friends of the Vigilance – The Chairman Craig Ballard craigballard87@gmail.com

The intention is to raise as much £ for each group as possible. By maximizing the number of local Brixham Groups we should maximize `foot-fall` on the respective 2 days providing benefits for everyone. The benefit to BF is via our staff and sale of Cream Teas on the day.

All individual groups have to do is turn up at 930am with any `goods` they have managed to collect for sale on the day. A table will be set out for each group. The main idea is to `sell` just like at a jumble sale! The prices are for groups to decide etc. Each group must encourage family, friends and supporters to come along and also bring any sellable goods they wish to donate to each stall or any other local organization in the Scala Hall.

We will be doing some advertising for the event and encourage `foot-fall` on the day. We believe that several local charities working together will generate and pool numbers benefiting everyone.

Recommendations

Board Members are asked to note in diaries and collect suitable `saleable` goods for our stall. Board Members are asked to Volunteer half/full day at our stall on both days.

Jill Regan.

AGENDA ITEM 13

Volunteers week –Information has/will be circulated separately to Board

AGENDA ITEM 15

Torbay Lottery update

On 25 April 2017, Torbay Council will be one of the first ten local authorities to launch an online lottery, [Torbay Lottery](#). The first draw will be held on 27 May 2017.

The [Torbay Lottery](#) will operate on the principle of raising money in the community, for the community – empowering local groups to generate vital funds in a fun and effective way, while enabling players to support the causes they care about the most.

It is free for good causes to join and is intended to support a wide range of charities and groups that deliver projects which have a beneficial impact on the local community and support the targeted actions of the Corporate Plan, namely:

- Protecting all children and giving them the best start in life
- Working towards a more prosperous Torbay

- Promoting healthy lifestyles across Torbay
- Ensuring Torbay remains an attractive and safe place to live and visit
- Protecting and supporting vulnerable adults

There will also be a central [Torbay Lottery](#). Small Grants Fund for those people who do not want to support a specific group where charity, voluntary and community sector organisations can bid towards the costs of a specific activity or for the purchase of small items of equipment up to £5,000.

Tickets cost just **£1** each, which is half the price of the National Lottery, and deliver an exceptional **60%** back to local good causes, in comparison to just 28% contributed by the National Lottery. The remaining **40%** goes back into the prize fund and pays for the running costs. **Torbay Council does not take a penny** from ticket sales.

Each ticket has a **1 in 50** chance of winning a prize every week. This includes an incredible **£25,000 jackpot prize** if you match all six numbers, as well as various other cash prizes. Detailed information and FAQs will be published on the [Torbay Lottery](#). We have registered and been accepted.

John Brennan.

AGENDA ITEM 16

1) Town Centre- from `Fit for the Future` P12- Torbay Council April 2017

Summary

The successful regeneration of this site is crucial to the future of Brixham. The existing car park is the Council's busiest car park. In 2014/15 almost 275,000 tickets were sold, generating over £400,000 income. Each space generates around £2,230 and is used over 1500 times each year.

Consequently it is important to retain or improve the number of parking spaces on site, not only to support the town centre but to enable (if required) delivery of other development proposals, such as at Oxen Cove and Freshwater Quarry, and to ensure revenue income to the Council. A number of attempts have been made to develop the site, most recently a mixed use development that included Tesco and a 340 space multi storey car park. This gained planning permission, but was not delivered.

The Brixham community has, very commendably, produced concept proposals for the redevelopment of the site. This is reflected in the emerging Brixham Peninsula Neighbourhood Plan (Policy J6) and the Brixham Town Centre Masterplan that forms part of the Neighbourhood Plan. The community is extremely keen to see development of the site.

The ingredients of the concept plan include a hotel, retail, housing, transport hub, public space, car parking (a greater number of spaces than existing), high quality design and connectivity. The Council has, via the Town Centre Regeneration Programme Board, undertaken a viability assessment of the community's concept plan. That assessment, whilst acknowledging demand for some of the ingredients of the Masterplan, shows that the development is not viable as it stands. It is estimated, following a property market review and development appraisal, **that a funding gap of around £8.5 million exists**. That is largely due to the construction of a multi storey car park, the work proposed for the bus station, public realm work and the need to deal with flood risk issues.

The viability assessment comments that the funding gap is likely to be reduced if the Council undertakes the development itself or if a development partner retains car parking income. The latter option is unlikely to be acceptable to the Council.

Delivery Actions.

The Council will use the community's masterplan, and specifically the ingredients of the masterplan, to develop a viable development proposal, including marketing of the site and generating interest from investors and funding organisations.

The Council will work with community representatives on the production of development options and a viable development proposal. The Council will continue to work with the Environment Agency and other organisations to secure funding for flood alleviation measures in Brixham, to reduce this risk of tidal and fluvial flooding. This will help reduce the cost of flooding infrastructure on the town centre car park site.

The Council will work with Western Power Distribution (WPD) to ensure that the WPD land within the town centre car park can form part of a comprehensive regeneration project.

The Council will work with the owners of the 'church' land, between Market Street and Union Lane, to assess the potential of a comprehensive regeneration scheme.

AGENDA ITEM 18

Dear Sirs

Re: Wal Park S106 dated 4th June 2015-Freedom of Information Request

We are writing regarding the s106 agreement in respect of the above development which was completed and dated 4th June 2015.

The agreement contains extensive provisions and we are particularly interested in **whether the following contributions have been received and if so whether they have been spent either in part or in whole and if they have not how much of the contribution does the Council still hold?**

This information is requested under the Freedom of Information Act and also under the Environmental Information Regulations. The information requested relates to the following contributions:-

1. Berry Head Mitigation – Sum of £85,000
2. Highways Improvements Works - £40,000
3. Lifelong Learning - £55,040
4. S106 Administration - £13,899.38
5. Off Site Affordable Housing - £26,460.00
6. Sustainable Transport - £196,487.50
7. Waste Management Contribution - £8,300

Total sum of £340,186.88 (indexed). You are therefore requested to supply the following information in respect of each of the above sums:-

- A. How much of the contribution has been spent?

- B. On what projects has the money been spent?
- C. How much of the Contribution remains unspent?
- D. Has a project been identified for the unspent balance?
- E. When does the money have to be spent by?

With regard to the Affordable Housing (“AH”) obligations there is a requirement to provide 30 units on site. Could you confirm that obligation has been complied with?

As you know there is a viability review mechanism set out in the s106. Could you confirm the following:-

- a. Has the review mechanism been triggered?
- b. If so what was the outcome?
- c. Has the Council received any of the Deferred AH Contribution?
- d. If so has it been spent?
- e. If it has been spent then where has it been spent and on what?
- f. If it hasn’t been spent then has a project been identified for the money?

Please also note that:

We believe that Brixham town council is happy to spend the money by identifying projects `ready to go` to which the money can be allocated. We also believe that the council understands that the money is ring fenced and can only be used for the purpose specified.

We believe that it would be beneficial to all parties at the Neighbourhood Plan hearing that Torbay Council can demonstrate that it works with Brixham Town Council on allocation of s106 money.

We believe that the sums above are un-used they will have to be repaid and we would be grateful for confirmation of timescales left.

We look forward to receiving the information requested within the Freedom of Information timescales.

Kind regards

John Brennan

Chair, Brixham Future CIC

cc. Steve Parrock –CEO Torbay Council

Gordon Oliver –Mayor Torbay Council

Tracy Hallett- Town Clerk, Brixham Town Council (for circulation to all Councillors).
All Board Members of Brixham Future.

Request Reference: 16171685

Date received: 19 March 2017

Date response sent: 19 April 2017

1. Berry Head Mitigation - Sum of £85,000

1a How much of the contribution has been spent? £0

1b On what projects has the money been spent? N/A

1c How much of the Contribution remains unspent?
£85,000 (£69,823.87 received to date)

1d Has a project been identified for the unspent balance?

Yes. This is to be spent on completing a baseline botanical survey of Berry Head in accordance with the Appropriate Assessment and the preparation of a Visitor and Habitat Management Plan in accordance with the Appropriate Assessment. The remainder of the contribution will be used towards the total costs of implementing the Management Plan.

1e When does the money have to be spent by?

5 years from the date of receipt. Contributions received so far were received in 2016.

2. Highways Improvements Works - £40,000

2a How much of the contribution has been spent? £0.

2b On what projects has the money been spent? N/A

2c How much of the Contribution remains unspent?
£40,000, this has not yet been received.

2d Has a project been identified for the unspent balance?

Yes. This is to be used towards the cost of improvements to signage in the vicinity of the site, improvements to the junction of Rea Barn Road and Higher Ranscombe Road and the installation of MOVA traffic signals at the junction of Burton Street and Rea Barn Road.

2e When does the money have to be spent by?

5 years from the date of receipt. This contribution has not yet been received.

3 Lifelong Learning - £55,040

3a How much of the contribution has been spent? £0

3b On what projects has the money been spent? N/A

3c How much of the Contribution remains unspent?
£55,040 (£28,155.49 received to date)

3d Has a project been identified for the unspent balance?

Yes. This is to be used towards the costs of improving the provision facilities at Brixham Library. Such improvements may include refurbishing the meeting room/learning centre with an interactive whiteboard and projector, provision of laptops and installation of a public printer/scanner at Brixham Library. In addition this may include the funding and running of drop in and training sessions and events, the replacement of 8 public access PCs and funding of annual subscriptions and training workshops at Brixham Library.

3e When does the money have to be spent by?

5 years from the date of receipt. Contributions received so far were received in 2016.

4 S106 Administration - £13,899.38

4a How much of the contribution has been spent? £0

- 4b On what projects has the money been spent?** N/A
- 4c How much of the Contribution remains unspent?**
£13,899.38, this has not yet been received.
- 4d Has a project been identified for the unspent balance?**
- This contribution is to be used towards the costs to the Council of administering the deed particularly, but not limited to the costs of determining any deferred affordable housing contribution, managing future disposals of the discounted sale dwellings, entering into an agreement with the TCCT in order to ensure that the Berry Head Mitigation Works are properly carried out and monitoring the EMEWS for 25 years.
- 4e When does the money have to be spent by?**
5 years from the date of receipt. This contribution has not yet been received.
- 5 Off Site Affordable Housing - £26,460.00**
- 5a How much of the contribution has been spent?** £0
- 5b On what projects has the money been spent?** N/A
- 5c How much of the Contribution remains unspent?**
£26,460 (£13,230 received to date)
- 5d Has a project been identified for the unspent balance?**
- No specific project has been identified. The contribution is to be used towards the cost of providing affordable housing within Torbay.
- 5e When does the money have to be spent by?**
5 years from the date of receipt. Contributions received so far were received in 2016.
- 6 Sustainable Transport - £196,487.50**
- 6a How much of the contribution has been spent?** £0
- 6b On what projects has the money been spent?** N/A
- 6c How much of the Contribution remains unspent?**
£196,487.50 (£100,369.60 received to date)
- 6d Has a project been identified for the unspent balance?**
Yes. This contribution is to be used towards the cost of improving strategic cycling links from Brixham to Churston, Broadsands and Hill Head; improve local walking and cycling links to the town centre, harbour side and local schools and provide a bus shelter on Wall Park Road.
- 6e When does the money have to be spent by?**
5 years from the date of receipt. Contributions received so far were received in 2016.
- 7 Waste Management Contribution - £8,300**
- 7a How much of the contribution has been spent?** £0
- 7b On what projects has the money been spent?** N/A
- 7c How much of the Contribution remains unspent?** £8,300
- 7d Has a project been identified for the unspent balance?**
- This contribution is to be used towards the provision of waste collection/recycling bins for each dwelling of the development.
- 7e When does the money have to be spent by?**
5 years from the date of receipt. This contribution has not yet been received.

- 8 **With regard to the Affordable Housing ("AH") obligations there is a requirement to provide 30 units on site. Could you confirm that obligation has been complied with?**
30 units will be provided on site but as of April 2017 not all have been completed.
- 9 **As you know there is a viability review mechanism set out in the s106. Could you confirm the following:-**
- g. **Has the review mechanism been triggered?**
The trigger is on the occupation of the 85th dwelling and this has not yet happened.
- h. **If so what was the outcome?**
N/A
- i. **Has the Council received any of the Deferred AH Contribution?**
No. An offsite contribution towards affordable housing in Torbay has however been received (please see response in relation to the offsite affordable housing contribution above, question 5).
- j. **If so has it been spent?**
N/A (please see response in relation to the offsite affordable housing contribution above, question 5).
- k. **If it has been spent then where has it been spent and on what?**
N/A (please see response in relation to the offsite affordable housing contribution above, question 5).
- l. **If it hasn't been spent then has a project been identified for the money**
N/A (please see response in relation to the offsite affordable housing contribution above, question 5).

Chairs Report

AGENDA ITEM 19

1) Opening of Bank Account- Our thanks to everyone involved as taken 3 months to achieve! This now allows us to apply for funding as account details are requested. We have deposited the cheque for £2,000 (two thousand pounds) from Brixham Town Council. Frances Robinson will act as our Treasurer and Keith Dodd as Company Secretary. We have already established Financial Policies for the control of Finance within Brixham Future CIC including separation of the ordering and approval of goods and services. Regular Bank Statements will be provided for the Board and a set of accounts submitted at year end. I have liaised with Frances, Keith and Richard on the handover.

2) Fundraising. I continue to seek an experienced fundraiser to write funding bids. I have not received a response to the Application to the Mayor's fund for £1000. I have submitted an 'Awards for All' funding application for 1st stage approval for the 75th Anniversary D-Day Mural project. I have also submitted another for 'Tesco Bags of Help.' We have been approved for the Torbay Lottery.

3) Relationship with Town Council. I have continued to engage with BTC Councillors and Officers to develop our relationship. We hope to work closer on projects such as regeneration in future years.

4) Relationship with Torbay Development Agency. I have invited key officer Pat Stewart to our meeting without success. See Town Centre Regeneration (Item 16).

5) Relationship with the Mayor. The `chase-up` response was sent to his presentation attached to our 19th January minutes. He asked if I cared to join discussions on private venture capital in creating a rail/tram line and I await further details. He will attend with Kevin Mowat our 26th April Board.

6) Relationships with other key Stakeholders. I had invited all local Community groups to our Charity Fair - `Bring & Buy` sale on Saturday's 8th & 29th July as it provides them with an opportunity to raise some cash for local organisations. So far we have had 19 positive responses and my-self and Jill Regan have liaised on arrangements. Volunteers will be required from the Board on both days.

7) Relationship with South Devon College. My-self and John Rudden met with the Head of Construction services Dean Bowden on the 24th March in the College. We discussed a range of issues including developing ties around `work experience` and `Community projects`.

We are also due to meet the CEO of South Devon College at 2pm on 27th April (re-arranged from 24th March) and all Board Members are invited. Keith Dodd is chasing the South West Energy Centre.

8) Town Centre Regeneration. Please see Agenda Item 16. The key issue is the identified **£8.5 M funding gap and that any re-development would have to safeguard the £400k Torbay income from Car Parking on site.** I have pursued the key TDA Officer Pat Stewart and hopefully a tri-partie meeting can be arranged with Brixham Councillors, TDA and ourselves being represented.

Torbay Council has examined the viability of the master-plan (Montagu Evans) and suggests it is a long way from being deliverable or viable. Discussions will include the way in which the community wish to progress with delivery. Pat Stewart believes we need deliverable redevelopment proposal, with market and political support and the resources to undertake the work.

9) Volunteers Event. I looked at organising a `volunteers Day` in conjunction with other organisations and was asked to speak to Tracy Hallett (Town Clerk) who informed me that Cllr. Victoria Campbell and Cllr. Rosemary Clarke were doing same. They would `keep me in touch` so we await dates /times etc.

10) Charity Fair. The dates have been set for Saturday the **8th and 29th of July**. The idea is BF to run a day in Scala Hall (Old Fish quay is already booked) to encourage more `team work` among the various Brixham Charities /organisations. Similar to a `jumble sale` each group brings own `quality goods` and sale proceeds go to that Charity /organisation. Seventeen groups have made a booking .We hope that `partnership bids` can be submitted to funders from developing good relationships.

11) Wall Murals –Paint the Town. I have been working with John Ruden on this project. Several art retailers have contributed. This is generally seen as a good community based project. The project have been `worked –up` and 4 quotes circulated for Hans Gift Shop; Dobles Jewellers; Strand Art Gallery; and Rio Fish Bar. The quotes are circa £2k per Mural which will have to be raised.

12) Display in Brixham Library-Monday 22nd May for 2 weeks.

I have met and arranged above with our new Brixham Librarian Rosie Corby

13) Further workloads- Before our next meeting we hope to progress:

- Progress new Funding Applications as required
- Crucial networking and launch small projects.

AGENDA ITEM 20

`Draft ` Newsletter

Brixham Future CIC officially launched

Brixham Future Community Interest Company (CIC) was officially launched at an event in the town attended by over 100 people. The regeneration company will work with a wide range of partners to deliver projects for the benefit of the community.

After the event Interim Chairman John Brennan said:

“In forming a new company it would continue to be important that the bond between the CIC and the council should remain and the board have signed a Memorandum of Understanding to that effect in order that we may work in partnership going forward.”

Councillor Jessica Stock, Vice Chair of Brixham Town Council congratulated the new CIC on its formation and wished it well for the future while presenting a cheque for £2000 to help with its start-up funding.

John Brennan also stated that, “Several other projects are either in development or under consideration and if all goes well Brixham Future can look ahead with confidence”.

Twenty local groups to attend our first organised Charity Fair on Saturday the 8th and 29th July in the Scala Hall, Brixham Town Hall.

Brixham has several charity shops. These generate income for charities which do valuable work both inside and outside the town. Brixham has over 40 local charitable/not for profit organizations who still need your support. They need `non-grant` or `project` specific funds to cover costs. So Brixham Future CIC has come up with an idea to set up a `charity fair` day. This generates local income from local people and visitors for local causes.

Each Brixham group brings its own `sellable` goods, sets up its stall and raises cash. These `goods` can be collected before or donated on the day from the public. People visit a `stall` of their choosing and either donate goods or buy or both. Our `different` market attracts people because they know they are giving to good local causes of their choice and the wish to obtain a bargain! Each group /contacts encourages people to visit the Charity Market on said day. We expect to be busy with the combination of all our charities and not for profit organisations contacts producing a high `footfall` to the event.

Working together and pooling resources in the `Charity Market` benefits all local charities. The day`s effort by several groups generates a tidy sum for all depending on what the public donate on the day and the groups sells. To our knowledge this combined effort has never been done before- but fits well into the innovative remit that `Brixham Future CIC` aspires to.

So keep the dates free and come along and support your local charity. If you are wishing to dispose of sellable quality goods (not clothing) to the charity or not for profit group of your choice please come on the day.

Paint the Town!

Brixham Future CIC has launched a new project to help 'Paint up the Town' by encouraging retailers and property owners to paint their premises in attractive traditional colours.

This would help improve our town's appearance and with other initiatives throughout the year will help make our area a more attractive place to live, work and visit. **So we are asking everyone to – get out those paint brushes and join in.** The combined difference would be enormous.

New wall murals

We also intend to instigate several new wall murals around the town with the support of local artists, retailers and property owners who have kindly offered their own buildings external walls. These are intended to reflect the dynamic heritage of Brixham and bring new but tasteful colours into redundant or underutilised spaces. Eventually we hope to combine these into an 'Art Trail' as a visual interpretation of what Brixham has to offer.

So please help us by encouraging people to 'get out the paint brushes' and become involved as together we can make an enormous difference.

For further information please see our website www.brixhamfuture.co.uk

Trees for all

Everyone who lives, works or visits Brixham will be aware of the loss of prime ancient woodlands and other trees within the Peninsula due to disease and new development. Trees are a vital resource both in creating a clean vibrant and visual relaxing environment. They continue to be lost from our peninsula at a fast rate especially ancient woodland areas that have been a feature for generations.

Brixham Future CIC has a new group who intend to help correct this situation with a proactive renewal. It is recognised that we have limited resources but 'awareness raising' is of paramount importance encouraging organisations and individuals to be more proactive in renewal activities.

Brixham Future CIC intends to run a few small scale events such as planting new trees on redundant patches of land and within the current Car Park in Containers that can be re-positioned when required. The 'greening' of the car park area would be a 'low cost, quick impact' project and a major improvement.

We also need supporters to either volunteer to help or make donations via our website and supporters and media attention will put pressure on Torbay council/coast & countryside to maintain green areas particularly woodlands.

For further details please contact:

Nigel wood

Mike Roseblade

YOUR COMMUNITY NEEDS YOU! –Volunteering recruitment day event

Have you ever thought about volunteering a few hours or days per week or perhaps for a longer period? The benefits are enormous as you can:

- FIND A GOOD WAY TO FILL YOUR SPARE TIME & BENEFIT LOCAL PEOPLE**
- FIND FLEXIBLE, DIVERSE OPPORTUNITIES AROUND YOUR COMMITMENTS**
- MEET LIKE-MINDED PEOPLE**
- PUT EXISTING SKILLS, KNOWLEDGE & EXPERIENCE TO GOOD USE**
- MAKE A BIG DIFFERENCE**

You can be part of Brixham Future CIC regeneration strategy which is not only to develop and protect our heritage but also the reserves of local talent!

WE WOULD ENCOURAGE EVERYONE TO COME TO OUR VOLUNTEERING DAY AND SEE WHAT ROLES ARE AVAILABLE WITHIN BRIXHAM.

The community needs your help as charities and not for profit organisations have an increasing reliance upon volunteering. The opportunities for Volunteering in Brixham are diverse and you can come along to our Volunteering Day and take your choice or simply find out what is available.

Brixham Future CIC has joined up with local organisations to deliver this one day Volunteering Fair. You can come along any time during the day, obtain information on our local organisations offering volunteering opportunities and speak directly to people or other volunteers who work there.

Local organisations need more volunteers. They require more than one `type` of Volunteer such as those recruited for a specific task or one off event.

So if think you could make a good Director of a local charity; edit and produce a Newsletter; provide befriending to an elderly person; become a Pirate for a day or a hundred other opportunities etc them come along and see what is available. We look forward to meeting you there.

100 supporters required for Brixham Future CIC

Brixham is a special place that deserves to have a great future. The future depends upon all of us who live, work or visit Brixham and agree with the above statements.

What can you do when you have so little time and a busy life? What can you do when growing children, grandchildren, partner, friends, hobbies or the joys of youth or older age just seem to get in the way of you doing just something to secure a better future for your community?

Well the answer is to join an exclusive local club –the Brixham Future 100 supporters club. No hassle, no membership fee, no salesmen, no nuisance calls or in –box filled with e-mails.

An opportunity to contribute by saying `I support this organisation and see value in its work`. That is all we ask.

If you want to do more like a few hours, days or weeks volunteering in a variety of tasks then we are happy to oblige. If you want to attend social events or occasions and meet other Brixham People interested in the future of our town then we are also happy to arrange. If not- no worries.

If you want to help shape the future of our area this is one of those rare opportunities you have to do something by doing nothing other than fill in an application form by emailing john@caracommunity.co.uk or phone 852270.

CHARITY SUMMER FAIRS

Saturday 8th July and Saturday 29th July

at Scala Hall, Brixham Town Hall from 10am-4pm

A wide range of goods will be on sale for the home, garden, & hobbies including toys, books, video`s, equipment, pictures & paintings etc.

So come along and `bag a bargain` knowing that the proceeds go to a local Brixham Charity, local group or `not for profit` local enterprise.

If you wish to donate goods why not come along early and give to one of the 20 groups on stalls.