## MINUTES OF THE MEETING OF TOTNES TOWN COUNCIL MONDAY 13<sup>TH</sup> APRIL 2015 AT THE GUILDHALL TOTNES

Present: Councillors Hodgson (Chairman), Harper, Boswell, Harvey, Whitty, Wellwood, Cohen, Craddock, Greenway, Rosie Adams, Westacott MBE, Horsburgh, Vint and Marion Adams

Apologies: Councillors Gorman, Finn

In Attendance: Helen Nathanson (Town Clerk), Peter Bethel (Town Sergeant), 60 members of the public and 1 member of the press

No	Subject	Comments
1	The Mayor will open the Meeting and receive apologies.	It was <b>RESOLVED</b> to accept the apologies.
2	The Mayor will request confirmation that all Members have made any amendments necessary to their Declaration of Interests, if appropriate. Please note that if any Councillor is a member of any Town organisation by enrolment and/or paid subscription this must be declared and these declarations of interest also made known at the time of discussing such items.	Councillor Westacott MBE has resigned as a Trustee of Home Start.
3	Public Question Time: A period of 15 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Council or other items that affect Totnes.	Members of the public spoke about the following issues: Totnes Gardens asked if they could change their proposal to provide hanging baskets and instead provide large planters instead with the £1,000 committed by the Town Council. This will be discussed by the Operations Committee at its next meeting. Rob Harkness of SHDC was also thanked for all the work he has done for Totnes over the years. The traffic system in the town was discussed and a range of views was expressed about the pros and cons of the Experimental Traffic Order and the traffic problems. Feelings were running high and all present expressed strong views about this subject and how it should be resolved. The mayor explained that members of the Town Council were unable to respond on any of these matters because of Purdah regulations. The hydroelectric weir project was mentioned and the concern for the loss of a part of the town's local history. It was reported that Totnes Rugby Club has won the Devon Junior Cup for the first time in 60 years. The Club is 125 years old this year which is a cause for celebration. 50 members of the public left at the end of this item.
	Reports from County and District Councillors	Councillor Vint awaits news of the implementation of the Grove School crossing which is being carried out by Linden Homes under S106 money. The Rainbow Crossing had been given outline support by the Place Committee and Cllr Vint is discussing with the SHDC Conservation Officer how it might work. Cllr Vint was asked to help hasten the removal of the dog litter bin from the rockery on Borough Park as it is too close to the Incredible Edibles beds and offputting. Linden Homes has tried to enforce the delivery times and routes agreed for the Riverside site during build. Measures are in place to monitor traffic other than site traffic and Cllr Westacott was confident that the Town Council does not need to take further action at this stage.

	Report from Inspector Tomlinson, Devon and	The design of the Riverside Care Home had been discussed between Councillors Hannaford and Westacott and they looked at the design. There were no objections from anyone living in the vicinity and the Planning Officer had no issues with the design. Based on this, they decided not to support the Town Council's request to move the decision to Committee. The concept of a Design Panel was discussed and how this could be utilised for future developments within the town, so as to avoid similar problems. This was noted.
	Cornwall Police	
	The Council will convene to conduct the following business:	
4	<ul> <li>To approve and sign the Minutes of the following Meetings : <ul> <li>a. Full Council 2<sup>nd</sup> March 2015</li> <li>b. Operations Committee 1<sup>st</sup> April 2015</li> <li>c. Place Committee 24<sup>th</sup> February, 17<sup>th</sup> March and 7<sup>th</sup> April 2015</li> <li>d. People Committee 30<sup>th</sup> March 2015</li> <li>e. Personnel Committee 16<sup>th</sup> March 2015 – Confidential</li> </ul> </li> </ul>	It was <b>RESOLVED</b> to approve and sign the Minutes.
5	To consider any matters arising from the Minutes.	The following matters arose: <u>Full Council</u> Item 3 The matter of the post box at the top of town was mentioned. The Place Committee has been very busy but will consider the matter at its next meeting. The letter to the Government to challenge levels of affordable housing needs to be sent. Item 7 The reception for the Mayor of Vire will be held in the Guildhall at 6.30pm on 1 <sup>st</sup> May. All councillors are invited to attend. <u>Operations Committee</u> Item 4 It was <b>RESOLVED</b> to approve the Town Council Risk Assessment Management Policy and Financial Regulations. Item 6 It was <b>RESOLVED</b> to renew the grazing lease on Castle Meadow for another 2 years with an alteration to reflect that the tenant will have responsibility for wear and tear and animal-related damage to the fences. Item 9 The follow-up questions from the car parking data should include data about when car parks are full and when they are below capacity. <u>Place Committee 24<sup>th</sup> February</u> Item 11 The damaged wall in South Street is being repaired by DCC and the end of the wall will contain a steel girder to prevent further damage. Therefore the proposal from the Committee was no longer necessary.

Item 13
The name of the Place Committee was discussed and it
was <b>RESOLVED</b> to re-name the Committee the Planning
and Place Committee.
Item 14
The NP process is moving along well and the new co-
ordinator is working very well. A request was made for the NP Co-ordinator to meet the Council and be
introduced.
Place Committee 17 <sup>th</sup> March
Councillor Wellwood thanked the tenant of Great Court
Farm for coming along to meetings and supporting the
Town Council.
<u>Place Committee 7<sup>th</sup> April</u>
Item 3
The amended recommendation was discussed and it was
RESOLVED to respond to the consultation with one
amendment to read "public transport" instead of "green
transport."
Item 4
The limits on the number of retail outlets selling food was
discussed and whether or not there were any. The Place
Committee has previously asked SHDC to determine acceptable limits but has not been able to get any
information.
ltem 6
The leylandii tree in St Katherine's Way – discussion was
had about registering the land and about whether or not
the tree is to be felled. It was <b>RESOLVED</b> to speak to the
relevant officer at DCH and ask why they want to do this
and then to investigate the possibilities of registering the
land.
Item 9
It was noted that the Sec of State had not called in the
Great Court Farm application. It was RESOLVED to write
to the Duke of Somerset to reiterate the Council's
concerns over the development. Once the new Council
and Government are in place, it was agreed that a letter
should also be sent to the new Sec of State to express our concerns.
ltem 11
The proposed Rainbow Crossing was discussed and it was
<b>RESOLVED</b> to suspend Standing Orders to allow a
representative from Proud2Be to talk to the Council
about it. He thanked the councillors for their support for
the Proud2Be community and explained how much it
means to him to be the first town to have a Rainbow
Crossing. A question was asked about the materials to be
used and it was explained that the paints used would be
road paint and permanent.
It was <b>RESOLVED</b> that this Council wholeheartedly
support the installation of a Rainbow Crossing on the
Plains subject to a detailed proposal.
Councillor Vint declared an interest as a member of
HATOC and abstained from the vote.
People Committee Item 2
Public Engagement
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		Councillor Whitty asked the Council to consider that all councillors should receive all papers electronically in future. This was discussed and it was <b>RESOLVED</b> that <i>all</i> councillors will receive a reminder of <i>all</i> committee papers via an email link to the website. Item 4 The letter to the MP about sales of alcohol will be delayed until we have a new MP, when a further meeting will also be set up. Item 5 It was noted that the Totnes Events Collective intends to become a CIC and the Group's proposal for a Minifesto event was supported. Item 6 It was <b>RESOLVED</b> to support the project work of Caring Town Totnes in relation to the initiative for a youth café to be incorporated in their work and to liaise with them to carry this forward. Councillors were all invited to an event at 9.30am on Thursday 16 <sup>th</sup> April to discuss this further. Item 8 It was <b>RESOLVED</b> to approve the Link Councillor document. Item 15
		It was noted that it should read "Gallipoli Day" rather than "ANZAC Day."
6	To receive the 2015 Local Elections Nominations List and to discuss any matters arising.	This has been viewed by all councillors prior to the meeting. There were no matters arising.
7	To note the update from the Mansion Steering Group and the date of its next meeting on Thursday 23 <sup>rd</sup> April at 7pm. To note the revised date for the Annual Town Meeting on Wednesday 13 <sup>th</sup> May at 6pm in the Civic Hall. The subject will be the Mansion and an update on the Neighbourhood Plan.	These were noted and the time of the Town Meeting will be 7pm.
8	To note the Government Consultation "Strengthening Parish and Town Council Accountability" and to discuss a response.	This was noted. Councillors will give individual responses if they wish and may send their opinions to the Town Clerk for inclusion in a collective response.
9	To receive a proposal from the WWI Working Group.	This was received and discussed. The commissioning of the poem and the planting of the fig tree were approved and a request was made for the 100 planted trees to be fruit or nut trees. It was agreed that the proposal to extend the Group should come to the next People Committee Meeting to discuss further because the group was requesting to exceed its original remit substantially.
10	To note the letter from the Totnes Museum Trust and to discuss a response.	This was noted. The offer to discuss a potential relocation of the TIC into the Museum will be discussed in more detail by the Operations Committee. Councillors Westacott, Marion Adams, Boswell and Whitty declared an interest.

	Confidential discussion from Item 5	Item 2 The Town Clerk's proposal to visit the TIC once a week was discussed. The TIC is one of the major components of the service provided by the Town Council and it is acknowledged that the TIC is under pressure. It is therefore important for the Town Clerk, as Manager, to understand how the pressures work and what they are. Item 4 The Project Officer post was discussed in detail and the need for it in the future. The Personnel Committee awaits a detailed request from the NP Steering Group explaining why it needs more staff support. It was <b>RESOLVED</b> that we await the response from the NP Steering Group about what they need from another TC post and this will be discussed at the next Personnel Committee Meeting. Item 5 Laura Shearer has been appointed as the Guildhall Seasonal Supervisor in accordance with the agreed procedure.
11	To note the date of the following meetings: Wednesday 13 <sup>th</sup> May at 7pm – Annual Town Meeting Monday 18 <sup>th</sup> May 2015 at 7pm – Annual Meeting of the Council Thursday 21 <sup>st</sup> May 2015 at 11am – Mayor Choosing Ceremony	These were noted. The presentation of the Honorary Freeman Medal to Mr Tony Bowhay's widow will take place at 3pm on Sunday 19 <sup>th</sup> April. The meeting ended at 2150.

End

Mayor