

MINUTES OF THE OPERATIONS COMMITTEE
MONDAY 26TH OCTOBER 2015 AT THE GUILDHALL TOTNES

Present: Councillors Harper (Chairman), Boswell, Horsburgh, Cohen, Paine and Westacott MBE

Apologies: Councillor Marion Adams

In Attendance: Helen Nathanson (Town Clerk)

No	Subject	Comments
1	To receive apologies and to confirm that any absence has the approval of the Council.	It was RECOMMENDED that the apologies be accepted.
	<i>The Committee will adjourn for the following item:</i>	
	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 Committee or other items that affect Totnes.	No members of the public were in attendance.
	<i>The Committee will convene to consider the following items:</i>	
2	To consider any matters arising from the last meeting.	The Town Clerk gave an update about the Fire Risk Assessment. A further independent assessment has been carried out and the written report is awaited.
3	To discuss the Town Council priority to establish a Tourism Partnership for the town.	The Town Clerk explained that she had spoken to the Chair of the Chamber of Commerce about their work on tourism to date. No formal partnership exists but the Chamber has been leading on a project to create a leaflet about the town which would be distributed more widely in order to promote the town. The Chamber welcomed the idea of forming a Tourism Partnership and is very keen to be involved. The Committee discussed the possible options for establishing a Tourism Partnership and the following was RECOMMENDED : That the Council invites potential partners to an initial meeting. The list of partners will be drawn from the suggested list in the Tourism Report and this report will be used to draw up the agenda. Representation from the Council should be the Chairman of Operations and no more than two other councillors. The meeting should be scheduled for the end of November so that it is held before the precept is set. Council should issue a press release to explain the purpose of the meeting and to ensure that no one feels excluded. The Town Clerk was asked to see if any grants were available for this area.
4	To note the date of the next meeting which is Monday 16 th November at 3pm in the Guildhall.	This was noted.

END

MAYOR