**AGENDA FOR THE OPERATIONS COMMITTEE**

**THURSDAY 23RD FEBRUARY 2017 AT THE GUILDHALL TOTNES**

You are hereby summoned to attend the Operations Committee Meeting, which is to be held in the Guildhall, Totnes on **Thursday 23rd February 2017 at 10am** for the purpose of transacting the following business:

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| No | Subject | Comments |
| 1 | To receive apologies and to confirm that any absence has the approval of the Council. |  |
|  | *The Committee will adjourn for the following item:* |  |
|  | 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. |  |
|  | *The Committee will convene to consider the following items:* |  |
| 2 | To discuss any matters arising from the minutes of the last meeting.  | Enclosure |
| 3 | To discuss the issue of past mayoral expenses raised at the December Council meeting.  |  |
| 4 | To receive the accounts and to:* Approve the Payment Orders for the period 04/07/2016 to 20/12/2016
* Note the Bank Reconciliations, Payments and Receipts for the period 01/07/2016 to 01/11/2016 from Cashbooks 1, 3, 4 and 5
* Note the Income and Expenditure Report to date 01/12/2016
 | Enclosure |
| 5 | To receive an update about the Guildhall Cottage. | Verbal update from Deputy Clerk |
| 6 | To receive an update about the Town Mill and Totnes Image Bank. | Verbal update from Deputy Clerk |
| 7 | To note the statistics from the 2016 Guildhall season. | Enclosure |
| 9 | To note the minutes of the Tourism Partnership in November 2016 and February 2017. | Enclosure |
| 8 | To consider whether the use of [**glyphosate**](https://www.google.co.uk/search?espv=2&biw=1920&bih=935&q=glyphosate&spell=1&sa=X&ved=0ahUKEwj45OWCr6HSAhUED8AKHbthB0kQvwUIFygA) should be banned from all future grounds maintenance contracts. |  |
| 9 | To discuss an item referred from the November Full Council meeting:“Totnes Town Council will support the designation of the Civic Square/market area and Heath’s Garden as an Asset of Community Value and will investigate leasing or transferring the ownership of these areas together with the car parks within the T3 site from SHDC to Totnes Town Council subject to budget being made available. This item will also be placed on the next Operations Committee agenda to consider the financial implications of such a decision.” |  |
| 10 | To note the decision following the consultation about public telephone boxes:Westonfields, Totnes – no objections to removal Opp Cemetery Lodge, Plymouth – objections made to removal |  |
| 11 | To note the date of the next meeting on **Monday 27th March 2017** at 3pm.   |  |

Catherine Marlton

Deputy Town Clerk