**MINUTES OF THE PEOPLE COMMITTEE**

**THURSDAY 13th APRIL 2017 AT THE GUILDHALL OFFICES TOTNES**

**Present:** Cllr T Whitty (Chair), Cllr J Sweett, Cllr K Sermon, Cllr R Vint, Cllr R Hendriksen, Cllr A Simms

**In Attendance:** Christina Bewley (Deputy Clerk), Cllr M Barker and Press

**Apologies:** Cllr M Elliot-Smith

**Not present:** Cllr B Piper

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| **No** | **Subject** | **Comments** |
| 1 | To receive apologies and to confirm that any absence has the approval of the Council | The apologies from Cllr M Elliot-Smith were accepted and noted. |
|  | *The Committee will adjourn for the following item:* | |
|  | Public Engagement:  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. | None. |
|  | *The Committee will reconvene to consider the following items:* | |
| 2 | To deal with any matters arising from 9th March 2017. | Minutes agreed.  Item 7 – this still needs to go to Full Council.  Cllr Whitty feels the Policy needs reviewing. Issues about lighting in the event of a power cut and the need for more keyholders were discussed. It was AGREED that the Policy would be reviewed at the next meeting.  Item 9 – various sites around the town have been effected by graffiti. Quick action is needed to cover it up. It was AGREED that the PCSO should be notified, and funding for removing it should be investigated. |
| 3 | To inform the Council of the ongoing costs and make a recommendation to the Full Council regarding the Defibrillator and the Community training. | No enclosure provided.  The on-going costs were discussed and it was accepted that they are necessary.  It was agreed to RECOMMEND to Full Council that the £375 training option is approved. |
| 4 | NP and OSSR&WB Policy review – Allotments and designation of green Spaces.  Note: OSSR&WB Policy is on the TTC website under the NP section. | Cllr Whitty explained the paper that was provided. He explained that the OSSR&WB Policy needs to be reviewed as it will be incorporated into the Final Neighbourhood Plan document.  It was felt that items in the Policy need to be prioritized.  Cllr Whitty advised that he is going to update the document to add in new open space areas being created by new developments, and each section will then need to be reviewed prior to pre-consultation. |
| 5 | Update on the siting of the Devon Air Ambulance within the Town and the implications for the Town Council. | Following a meeting with Peter Bethel it appears there is no urgency with this as there are surveys that need to be done before it can be progressed. The surveyors’ reports will take several months. Borough Park seems to be the best option at the moment. There are greater constraints on the Elmhirst field site. |
| 6 | To note funding cuts to KEVICC and local Schools and the implications for the schools | Cllr Vint read out the funding cuts for each school. He advised that he had been contacted by Governors of some of the schools suggesting the Town Council’s writes to the Government to object over the funding cuts.  It was agreed to RECOMMEND to Full Council that work is carried out with the schools to agree a joint response to send to the Government. |
| 7 | Update on 18th Birthday cards to young people within the town and to consider the proposal to offer the Guildhall for the politics students to hold debates sponsored by the TC. | Cllr Vint advised that SHDC can provide electoral roll access.  It was AGREED that Cllr Sweett would continue with investigating how the process could undertaken.  The use of the Guildhall by students for political debates was discussed and it was AGREED that ways of promoting this should be investigated. |
| 8 | To consider Participatory Budgeting | Cllr Whitty explained the document that was provided.  It was AGREED that Cllr Whitty in conjunction with the Town Clerk prepares an initial flow diagram document for the Full Council meeting to propose for presentation at the Annual Town meeting. |
| 9 | To consider a Community Engagement Plan | To be carried forward to the next meeting. |
| 10 | To consider the input of the Link Councillors whose relevant responsibilities would come under the remit of the committee? | To be carried forward to the next meeting. |
| 11 | To consider a Town Charter. | Cllr Piper was not present to give any further information on this issue. Cllr Whitty advised that there is some overlap with the Neighbourhood Plan which is why it has not been progressed previously. |
| 12 | To note the South Devon and Torbay Clinical Commissioning Group Stakeholder Briefing No 23 – 7 March 2017. | Noted. |
| 13 | The committee will adjourn to visit the Caring Town Information Exchange in the Mansion | Committee adjourned.  Cllrs Simms, Vint and Whitty visited the Caring Town Information Exchange in the Mansion with apologies from Cllrs Hendrickson, Sermon and Sweet. They met the co-ordinator Fiona Ward who explained and answered questions about the exchange and its functions. She offered an open invitation to any group of councillors who wanted to visit the exchange and discuss any aspect of it. |
| 14 | To diary the date of the next meeting. | Thursday 11th May at 4pm. |

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