



**AGENDA FOR AN EXTRAORDINARY MEETING  
THURSDAY 17<sup>th</sup> AUGUST 2017 AT THE GUILDHALL OFFICES TOTNES**

You are hereby SUMMONED to attend an Extraordinary Meeting of the Council, which is to be held in the Guildhall, Totnes on **Thursday 17<sup>th</sup> August 2017 at 3.30pm** for the purpose of transacting the following business:

No	Subject	Comments
1	To receive apologies and to confirm that any absence has the approval of the Council.	
2	To make recommendations on the following planning applications:  6.a) 2159/17/OPA – Outline application for the erection of up to 8 bungalow/chalet bungalow dwellings (all matters reserved other than means of access), Land to the west of Weston Lane, Camomile Lawns, Totnes, TQ9 5UN.  6.b) 2536/17/LBC – Listed building consent for amendment to existing consent (18545/16/LBC) to reorganise modern internal partitions on ground floor to accommodate tenant and accessible WC facilities, The Town Mill, Coronation Road, Totnes, TQ9 5DF.  6.c) 2563/17/LBC – Listed building consent for alterations and change of use from A1 to A3, A4 and A5 use, 2 Fore Street, Totnes, TQ9 5DZ.	Applications available on the SHDC website – <a href="http://www.southhams.gov.uk">www.southhams.gov.uk</a>
3	To consider the timetable for the election of new councillor(s).	Verbal update from the Town Clerk.
<i>The Council will be asked to <b>RESOLVE</b> to exclude the press and public “by reason of the confidential nature of the business” to be discussed and in accordance with the Public Bodies (Admission to Meetings) Act 1960.</i>		
4	To agree a job description and contract for the Town Sergeant.	Papers tabled at the meeting
5	To note any overtime claims and TOIL balances.	Verbal update from the Town Clerk.
6	To consider the employment status of the Destination Manager role.	Verbal update from the Town Clerk.
7	To agree the closure of the offices between Christmas and New Year.	Verbal update from the Town Clerk.
8	To note the date of the next Full Council – <b>4<sup>th</sup> September 2017 at 7pm</b> in the Guildhall.	

Catherine Marlton  
Town Clerk