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**MINUTES OF THE EXTRAORDINARY MEETING OF TOTNES TOWN COUNCIL – PART 1**

**3.30PM ON THURSDAY 17TH AUGUST 2017 AT THE GUILDHALL TOTNES**

Present: Councillors R Adams (Chair), Westacott MBE, Elliot-Smith, Paine, Sweett, Vint, and Whitty.

Apologies: Councillors M Adams, Barker, Hendriksen, Hodgson, Sermon and Simms.

Not Present: Councillors Hart-Williams and Piper.

In Attendance: Catherine Marlton (Town Clerk), Sara Halliday (Administrator), and one member of the press.

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| No | Subject | Comments |
| 1 | To receive apologies and to confirm that any absence has the approval of the Council. | Apologies were given by Councillors M Adams, Hendriksen, Hodgson, Sermon and Simms.  It was **RESOLVED** to accept the apologies. |
| 2 | To make recommendations on the following planning applications:  2.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.  2.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.  2.c) 2563/17/LBC AND 2493/17/FUL – Listed building consent for alterations and change of use from A1 to A3, A4 and A5 use, 2 Fore Street, Totnes, TQ9 5DZ. | Objection on the following grounds:   * The application is extending the building site out of the permitted areas for development originally granted. * Overdevelopment in the area. * The proposed development is profit driven, rather than based on need.   No objections.  No objections. |
| 3 | To consider the timetable for the election of new councillor(s). | The Clerk explained the timetable for any election. The councillor vacancy will be advertised from 22nd August until 11th September, which should determine if an election is required or whether co-option can be considered. |
| *The Council will be asked to* ***RESOLVE*** *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.* | | |
| 4 | To agree a job description and contract for the Town Sergeant. | See Confidential Part 2 minutes. |
| 5 | To note any overtime claims and TOIL balances. | See Confidential Part 2 minutes. |
| 6 | To consider the employment status of the Destination Manager role. | See Confidential Part 2 minutes. |
| 7 | To agree the closure of the offices between Christmas and New Year. | See Confidential Part 2 minutes. |
| 8 | To note the date of the next Full Council – **4th September 2017 at 7pm** in the Guildhall. | Noted. The meeting ended at 4.30pm. |

Sara Halliday

Administrator