



AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL
MONDAY 13th MAY 2019 AT THE GUILDHALL, TOTNES

You are hereby SUMMONED to attend the Annual General Meeting of the Council, which is to be held in the Guildhall, Totnes on **Monday 13th May 2019 at 7pm** for the purpose of transacting the following business:
Please note that Cllr R Adams as the previous Deputy Mayor will start the meeting.

No	Subject	Comments
1	To elect the Mayor and Chairman of the Council for the Council Year 2019-2020.	Nominations from: Cllr J Hodgson Cllr A Simms
2	To appoint the Deputy Mayor/Chair	Will be chosen by the elected Mayor
3	To receive apologies.	
4	To ensure all attendees have signed the Declarations of Acceptance of Office. If any apologies have been received, the Council will be asked to RESOLVE to allow those absent councillors to sign their Declaration of Acceptance of Office before 31 st May 2019.	
5	The Mayor will request that all Members complete their Registers of Interests and return them to the Town Clerk by 31 st May 2019	
	<p><i>The Council will adjourn for the following items:</i></p> <p><u>Public Question Time:</u> A period of 15 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Council or other items that affect Totnes.</p> <p><u>Reports from County and District Councillors</u></p> <p><u>Police report</u></p> <p><i>The Council will convene.</i></p>	<p>a) Cllr Hodgson</p> <p>Enclosure</p>
6	<p>To appoint members to undertake the following duties at the Mayor Choosing Ceremony on 16th May 2019:</p> <ul style="list-style-type: none"> • To propose the election of the new Mayor • To second the election of the new Mayor • To propose the election of the Deputy Mayor • To second the election of the Deputy Mayor • To propose and endorse the election of all other Council positions and Committees • To propose a vote of thanks to the outgoing Mayor 	
7	<p>To approve and sign the Minutes of the following Meetings: <i>(Please note confidential minutes can be agreed but any discussion must be held in Part 2):</i></p> <ol style="list-style-type: none"> a. Full Council April 1st 2019 b. Council Matters April 8th 2019 c. Council Matters May 1st 2019 	<p>Enclosure</p> <p>To follow</p> <p>To follow</p>

8	To consider any matters arising from the Minutes <u>and to approve any recommendations</u> from Committees <i>(Please note confidential recommendations can be agreed but any discussion must be held in Part 2):</i> a. Full Council April 1 st 2019 b. Council Matters April 8 th 2019 c. Council Matters May 1 st 2019	Enclosure To follow To follow
9	To consider motions from Cllr L Webberley: a. Full Council meetings take place every 3 months at a location in Bridgetown. Our current location for council meetings is less accessible for those living in Bridgetown and with mobility issues. b. Consideration to be given to having every other Town Council meeting with councillors sitting round the square table together with members of the public. Press and Town Council staff can sit in raised pews. This will facilitate a much less hierarchical and welcoming, less intimidating atmosphere for members of the public.	Cllr L Webberley
10	To consider topics for discussion at the Annual Town Meeting – Thursday 23 rd May at 6.30pm in the Guildhall	Enclosure
11	To adopted the revised Standing Orders – tracked changes for suggested amendments from Cllr Luker and Cllrs Hodgson/Allen	Enclosure
12	To elect members onto committees, working groups, outside reps and link roles.	Enclosure
13	To receive an update on the Neighbourhood Plan process (standing item)	Verbal Update Town Clerk
14	To note an update from the Caring Town Information Exchange	Enclosure
15	To note the Marketing Report for Jan –April 2019 from Visit Totnes	Enclosure
16	To note future dates: <ul style="list-style-type: none"> • Mayoral Choosing – Thursday 16th May 2019 from 11.30am • Annual Town meeting – Thursday 23rd May 2019 at 6.30pm in the Guildhall 	
17	To note the date of the next meeting: Monday 3rd June 2019. Public session from 6.30pm in The Guildhall.	

Catherine Marlton



Town Clerk

Wednesday 8th May 2019