


**AGENDA FOR THE TOWN MATTERS COMMITTEE  
TUESDAY 28<sup>TH</sup> MAY 2019 AT THE GUILDHALL, TOTNES**

You are hereby SUMMONED to attend the Town Matters Committee, which is to be held in the Guildhall, Totnes on **Tuesday 28<sup>th</sup> May 2019 at 7pm** for the purpose of transacting the following business:

No	Subject	Comments	Timing
1	To elect a Chair of Committee and Deputy (who will chair in the Chair's absence).		5 mins
2	To receive apologies and to confirm that any absence has the approval of the Council.		2 mins
	<i>The Committee will adjourn for the following items:</i>		
	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.		15 mins
	<i>The Committee will convene to consider the following items:</i>		
3	To update on any matters arising from the minutes of 21 <sup>st</sup> March 2019. (Note: already agreed through Full Council.)	Document enclosed.	5 mins
4	To review the Community Engagement Plan.	Document enclosed.	15 mins
5	To consider investing in interim audio equipment to allow all future Full Council and Committee meetings to be recorded and uploaded to the website.		10 mins
6	To consider the introduction of a Civic Awards scheme and the criteria to be adopted in the policy.	Document enclosed.	15 mins
7	To discuss the new seating in the Coronation Road bus stop.	Cllr Webberley	15 mins
8	To consider two requests to fly flags on the Civic Hall:  8.1) 'Fly the Red Ensign for Merchant Navy Day' 3 <sup>rd</sup> September 2019 (letter received March 2019).  8.2) 'Totnes Pride Rainbow Flag' 2 <sup>nd</sup> -9 <sup>th</sup> September (email received 13 <sup>th</sup> May 2019)	Documents enclosed.	10 mins
9	To note the date of the next meeting of the Town Matters Committee – <b>Monday 15<sup>th</sup> July 2019 at 7.00pm in the Guildhall.</b>		2 mins

Sara Halliday   
Committee and Cemetery Administrator

Future meetings agenda items:

- Link Councillor Updates: to be confirmed (July onward).
- To consider the structural safety of buildings in Fore Street and High Street (May/June).
- To consider a community award scheme (May/June).
- To consider the idea of a 'Totnes Clean Up' day (May/June).

Committee Members – quorum is 5 members

- Cllr Allen
- Cllr Hendriksen
- Cllr Matthews
- Cllr Paine
- Cllr Perkins
- Cllr Piper
- Cllr Skinner
- Cllr Trow
- Cllr Webberley