

**DRAFT MINUTES OF THE TOWN MATTERS COMMITTEE**

**MONDAY 16TH MARCH 2020 AT THE GUILDHALL TOTNES**

Present: Councillors B Piper (Chair), P Paine, S Skinner, V Trow and L Webberley.

Apologies: Councillors G Allen, R Hendriksen and D Matthews.

In Attendance: Sara Halliday (Committee and Cemetery Administrator).

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| No | Subject | Comments |
| 1 | To receive apologies and to confirm that any absence has the approval of the Council. | It was resolved to accept the apologies. |
|  | *The Committee will adjourn for the following items:* | |
|  | 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. | There were no members of the public present. |
|  | *The Committee will convene to consider the following items:* | |
| 2 | To update on any matters arising from the minutes of 20th January 2020.  (Note: already agreed through Full Council.) | Item 5 – Complete. The Community Engagement Plan was emailed to Councillors on 6th February.  Item 7 – The ‘Equality Framework for Local Government’ workshop was organised for 19th March but is now postponed until further notice.  Item 8 – Resolved by Full Council. The petition has been signed, and the Clerk sent a letter on 19th February to the Minister for Business, Energy and Clean Growth.  Item 9 – Resolved by Full Council. All officers have read the advice on the signs of dementia.  Item 10 – Resolved by Full Council. The ‘Information for Hirers’ document for the Civic Hall has been updated to encourage hirers to use Fairtrade products at events.  Item 11 – Resolved by Full Council. Articles have been drafted for inclusion in the next ‘Totnes Matters’ insert. |
| 3 | To note any update from the Arts Working Group on 5th March 2020 (standing item). | Cllr Piper updated on ideas for future events such as an open-air cinema on Vire Island, and the purchase of head microphones for the Civic Hall to increase the range of equipment available for prospective hirers.  It was **AGREED** that the officer would circulate the note of the working group meeting. |
| 4 | To note any update from the Climate Change Working Group (standing item). | There was discussion about the requirement for this Working Group and possibly combining some of its more strategic outputs with that of the regular Saturday morning climate meetings in order to minimise duplication.  It was **AGREED** that the idea of the existing community climate change group becoming an advisory body to the Council should be discussed at the next Working Group and when Standing Orders are reviewed by Full Council. |
| 5 | To note any update from the Community Engagement Working Group (standing item). | It was **AGREED** that Cllr Webberley will organise a Doodle poll for a meeting date once the Covid-19 restrictions are lifted. |
| 6 | To note any update on the homelessness. | The Caring Town meeting note was welcomed, as was evidence of the joined up working between various organisations. The Committee were pleased to learn that South Hams District Council has secured outreach funding for homelessness assistance but is disappointed that is still no temporary housing provision available in Totnes. |
| 7 | To note updates from the Traffic and Transport, and Environment and Sustainability Link Councillors. | It is hoped that the Green Travel Co-ordinator role can go out for recruitment soon. |
| 8 | To consider the condition of the River Footpath between the railway bridge and the town bridge. | Cllr Trow updated on the erosion of the path at several sections between Bulliver Bridge and the Town Bridge, which has been highlighted to the Footpaths/Rights of Way officers at Devon County Council and South Hams District Council.  The potential of installing a board walk to provide access for all was discussed, with the Parish Paths Partnership being a potential source of grant funding. Staverton Parish Council will be contacted about the design, construction methods, and costs of their recently installed board walk to get ideas.  Cllr Webberley left the meeting at 8pm. |
| 9 | To note the latest statistics from the Connection Hub for November/ December 2019 and January 2020. | Noted. |
| 10 | To note the minutes of the Totnes Supporting Fairtrade meeting on 20th February 2020. | Noted. |
| 11 | To note the date of the next meeting of the Town Matters Committee – **Monday 18th May 2020 at 7.00pm in the Guildhall.** | Noted. This date will be kept under review given the current Covid-19 restrictions in place and measures taken to restrict the spread of the virus by the Council Offices and in holding Council meetings. |