

**MINUTES FOR THE MEETING OF TOTNES TOWN COUNCIL**

**MONDAY 20th JULY 2020 HELD REMOTELY USING ZOOM**

## Present: Councillors J Hodgson (Chair), P Paine, V Trow, M Adams, E Price, C Allford, D Matthews, G Allen, C Luker, B Piper, S Collinson, A Galvin and P Allford.

## Apologies: Councillors L Webberley and S Skinner.

## Absent: Councillor R Hendriksen.

## In Attendance: C Marlton (Town Clerk), C Bewley (minutes), District Councillor Rose, District Councillor Sweett, District Councillor Birch, and 11 members of the public.

### **WELCOME TO NEW COUNCILLORS**

* **Cllr Galvin - Totnes Bridgetown**
* **Cllr Allford - Totnes Bridgetown**
* **Cllr Collinson - Totnes Town**

The three new Councillors were welcomed.

### **APOLOGIES FOR ABSENCE AND DECLARATION OF INTERESTS**

**To receive apologies and to confirm that any absence has the approval of the Council. The Mayor will request confirmation that all Members have completed or made any necessary amendments to their Declaration of Interests.**

Apologies were received from Cllr L Webberley and the Clerk has standing apologies from Cllr S Skinner until September.

Cllrs M Adams, J Hodgson, E Price and S Collinson declared a non-pecuniary interests as school governors at KEVICC.

Cllr C Allford declared a non-pecuniary interest in the Library.

***The Committee will adjourn for the following items:***

**Reports from County and District Councillors.**

1. **County Cllr Hodgson – documents enclosed.**
2. **District Cllr Birch – documents enclosed.**
3. **District Cllr Rose – no documents.**
4. **District Cllr Sweett – no documents.**

*It was* ***RESOLVED*** *to suspend standing orders.*

D.Cllr Birch provided a written report. The High St traffic order expires at the beginning of September and D.Cllr Birch suggests that it should continue for another 3 months and should be extended to 11am until 3pm to cover the peak shopping time. There is also a demand for it to be extended to include Friday as well. He stressed that this road closure is only due to the COVID emergency and in relation to the Health and Safety of the town centre users. The suggestion of a 3 month extension is not a long term proposal. Cllr Paine enquired about ownership of the pumping station and whether people will be getting their money back on the Atmos project. D.Cllr Birch believes that a company called Fastflow have an option to purchase the site and the option expires in January next year, and they have possession of the site at the moment as a result of a lease agreement with Dairy Crest. He thinks TCDS need to open discussions with the Town Council and District Council to explore ways in which both authorities can assist in bringing about the Atmos scheme. The people of Totnes support the Atmos scheme. Cllr Allen asked if there was any news about the Budgens site but D.Cllr Birch had no new information to offer.

D.Cllr Rose provided a written report. He is looking for a strategy to link the COVID recovery plan with Climate Change plans. He is part of a South Devon group looking to pull funding down from central government to help with this. He has been working alongside the South Devon Bioregional Learning Centre to create a Resilience Summit. COVID has meant the summit has been put back but they are looking at creating a group from various sectors to look across the spectrum at what needs to happen. Looking at the Donut Economic model and all the factors that affect global warming. The latest ‘fashion’ is to look at regenerative economics. The current economic model that we are using is creating a lot of the issues that we are now facing and to address those issues that needs to be challenged. There were a lot of various Council representatives at the Regenerate Devon Summit which means questions are being asked about the current model we are using. It is hoped this will result in actions being identified and implemented.

D.Cllr Sweett sent out a report quite late and the 3 new Councillors will not have received it. She is changing to become an Independent Councillor. She has formed a non-politically aligned group with other Independents. SHDC officers are in contact with Fusion about when Leisure Centres will open. She has abstained from voting on the special planning document that went through. She expressed her disappointment that D.Cllr Birch had raised the issue of extensions to the High St closure which is causing traders a lot of worry and she is concerned at the division it is causing.

C.Cllr Hodgson provided a written report. Team Devon, which was the team overseeing the rapid response, has stood down now. There is a new education grant which works out at about £80 per pupil. The Libraries have not re-opened and Cllr Hodgson is talking to Libraries Unlimited who run the Devon Libraries to see how they can get the Library opened. There is a Traffic and Transport Forum meeting next week on 29th at 6.30pm on Zoom which will be looking at both the current and longer term issues. They want an independent survey of the current situation with the Saturday morning closures. Cllr Collinson did an interesting exercise on Saturday asking the public to put their comments down on a postcard regarding the welcome and safety in the town. Cllr C Allford advised that the Library is going to re-open in the next couple of weeks. Cllr Collinson advised that the Director of Public Health at Devon has increased powers now to impose local lockdowns if necessary. A letter has been circulated to residents containing misinformation and fake news about the corona virus and how to manage it which has been brought to the attention of the Director of Public Health.

*The Council reconvened.*

### **CONFIRMATION OF MINUTES**

**To approve and sign the minutes of the following Meetings:**

***(Please note confidential minutes can be agreed but any discussion must be held in Part 2)***

1. **Full Council 15th June 2020**
2. **Council Matters Committee 13th July 2020**

It was **RESOLVED** to approve and sign the Minutes of the following meetings:

1. Full Council 15th June 2020.
2. Council Matters Committee 13th July 2020.

### **CONSIDERATION OF ANY MATTERS ARISING**

**To consider any matters arising from the Minutes and to approve any recommendations from Committees:**

***(Please note confidential minutes can be agreed but any discussion must be held in Part 2)***

1. **Full Council 15th June 2020**
2. **Council Matters Committee 13th July 2020 –**
3. Full Council 15th June 2020.

None.

1. Council Matters Committee 13th July 2020.

Item 3 – Cllr Adams commented that some members of the public are against this proposal.

Item 6, 1st recommendation – It was **RESOLVED** to approve the recommendation.

Item 6, 2nd recommendation – It was **RESOLVED** to approve the recommendation.

Item 6, 3rd recommendation – It was **RESOLVED** to approve the recommendation.

Item 6, 4th recommendation – It was **RESOLVED** to approve the recommendation.

Item 6, 5th recommendation – It was noted that this proposal can only be advisory. An amendment to the recommendation was proposed to include seagull bags as well as soft bags to be placed on the pavements overnight. It was **RESOLVED** to approve the amended recommendation.

Item 6, 6th recommendation – Cllr Luker explained that the letter relates to engaging everyone in discussions on the High Street proposals. It was **RESOLVED** to approve the recommendation to speak to neighbouring parishes when a survey is undertaken.

Item 6, 7th recommendation – It was **RESOLVED** to approve the recommendation.

Item 11 - It was **RESOLVED** to approve the recommendation.

Item 12 – It was **RESOLVED** to approve the recommendation.

Item 13 – It was **RESOLVED** to approve the recommendation.

Cllr Paine advised that he was having problems with his internet connection and was unable to contribute fully to the meeting.

### **MEMBERSHIP OF COMMITTEES AND WORKING GROUPS.**

**To review the membership lists and consider ratifying which groups the new Councillors will be on.**

**Document enclosed.**

A document was considered that identified which Committees and Working Groups the new Councillors would join.

Cllr Allen advised of a correction to the document to note that Cllr Hodgson is now the Chair of the Climate Emergency Working Group and Cllr Allen is the Deputy.

Cllr Trow put herself forward to fill the vacancy identified on the Council Matters Committee.

It was **RESOLVED** to accept these proposals.

### **NEIGHBOURHOOD PLAN UPDATE**

**To receive an update on the Neighbourhood Plan (standing item).**

Cllr Luker gave a verbal update. There was a NP meeting held on 9th July 2020 when all the consultation amendments were put in place and the plan has now been updated. We are now just waiting for one document from the consultants and revised maps. The Plan will go to the NP Committee on 27th August, then to Full Council on 7th September for approval and then to SHDC and the Independent Examiner.

### **TOTNES TOWN CENTRE RE-OPENING AND ASSOCIATED TRAFFIC MEASURES**

**To consider the details of the emergency highways and traffic measures in the town centre, update on reopening and any associated expenditure.**

1. **Fore Street/High Street Circular Route proposal**
2. **Proposed locations for planter installation to encourage Shared Space**
3. **Letter drafted by Cllr Luker for review and possibly linking with neighbouring parishes**

b) & c) have already been agreed under agenda item 4.

a) The circular route proposal was discussed at length. Concerns were raised about the potential of increasing traffic circulating around the town and how enforceable the proposed measures would be. It was generally agreed that action is needed to slow town centre traffic down and reduce access to drivers who are not wanting to stop in town. The introduction of shared space measures is considered urgent. Suggestions were made for improved signage, means of enforcing the access only rule, CCTV, and trailing measures to see how they work.

The proposal was made to ask DCC to investigate a temporary measure to restrict the high volume of traffic coming through the town centre during the pandemic and to specifically look at instigating a no right turn at Plymouth Road, with the exception of buses, taxis, bicycles and emergency services, and also include an obligatory left turn into The Lamb, as part of the COVID Safety response.

A recorded voted was taken and votes were Yes – 9, No – 2, abstentions – 2. The motion was therefore carried.

### **OUTDOOR PREMISES LICENSES**

**To consider the request to Devon County Council for a street license (seating) from the Green Café.**

The ability to maintain social distancing and have a suitable width across the pavement required for wheelchairs was discussed. It was **AGREED** in principle subject to provision for changes in statute.

### **REOPENING OF SERVICES.**

**To receive a verbal update from the Town Clerk.**

The Clerk reported that the 10th August is the likely date for re-opening the Tourist Information Office and the Civic Hall assuming there is no further changes to the guidance.

### **TOTNES CLIMATE & ECOLOGICAL EMERGENCY ACTION PLAN – OUTCOMES FROM ACTION WEEK**

Cllr Hodgson has sent out a long document compiled from all the comments received during the action week. A Climate Change Working Group meeting is now needed to discuss the outcomes. It was agreed Cllr Allen would arrange a date for a meeting. A lot of residents want to get involved. The document will be added to the Town Council website for the public to view it.

### **MEETING SCHEDULE AND DIARY DATES**

**To consider a schedule of proposed meetings.**

Noted.

Climate Change Working Group and Neighbourhood Plan Working Group meeting dates will be added to the schedule.

### **SOUTH HAMS DISTRICT COUNCIL DEMOCRATIC PROCESSES (STANDING ITEM)**

**To review the current processes.**

Councillors expressed concern over the ongoing SHDC democratic process. It was pleasing to see the Overview and Scrutiny Committee doing their job.

Concerns were also raised about the lack of social distancing controls at the Friday & Saturday markets run by SHDC and it was agreed that District Councillors would raise these concerns.

### **RECESS COMMITTEE**

### **To elect a Recess Committee of the Mayor, Deputy and Committee Chairmen which will have delegated authority to deal with any urgent matters which may arise during August when the Council is in recess. Any such decisions will be reported to the Council in September. The Recess Committee has delegated authority to make decisions of the Full Council.**

Cllr Piper ask for an additional member to join the Recess Committee as Cllr Hendriksen was unlikely to be able to join the meeting.

Cllrs Adams and C Allford offered to join in place of Cllr Hendriksen. A vote was taken and Cllr C Allford was appointed to join the Recess Committee.

It was **RESOLVED** to form a Recess Committee of Cllrs Hodgson, Hendriksen, C Allford, Piper, Price and Allen. A meeting would only be called to consider emergency matters.

*The Council* ***RESOLVED*** *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.*

*Councillors logged out of the Zoom meeting and back into a separate secure meeting link.*

### **CONFIDENTIAL ITEMS FROM COMMITTEE**

**To discuss any recommendations or matters arising that are considered confidential in nature (staffing/legal/commercial sensitivity).**

Council Matters Committee 13th July 2020.

Item 12 – It was **RESOLVED** to approve the recommendations.

Item 13 – It was **RESOLVED** to approve the recommendation.

### **STAFFING BUDGET AND BUDGET MONITOR**

**To consider and ratify the 2020/21 staffing budget and staffing update including the recommendations from Council Matters on Monday 13th July 2020. Also included is an amended budget monitor showing the impact of the proposed changes.**

The verbal staffing update was noted. It was unanimously **RESOLVED** to approve the recommended staffing budget and monitor – to be signed in hard copy by the Chair.

### **DATE OF NEXT MEETING**

**To note the date and time of the next meeting:** **Thursday 30th July 2020 at 7pm. Public session from 6.30pm via Zoom.**

Noted.

Jacqi Hodgson

Mayor