

# **AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL**

# **MONDAY 7TH SEPTEMBER 2020 – HELD REMOTELY USING ZOOM**

MEETING LINK: https://zoom.us/j/99349040619?pwd=azlIeVRZTzh4enV4bTZ2MUNxbHBPdz09

MEETING ID: 993 4904 0619

**Please note that public question time will be held prior to Full Council from 6.30pm**

THE PASSWORD FOR THIS MEETING IS **862147.** PLEASE NOTE THAT MEMBERS OF THE PUBLIC

WILL BE KEPT IN THE WAITING ROOM FACILITY IN ZOOM UNTIL THE MEETING COMMENCES.

## You are hereby **SUMMONED** to attend a Meeting of the Council, which is to be held using remote meeting service Zoom on **Monday 7th September 2020** at **7pm** for the purpose of transacting the following business:

### **WELCOME TO ALL ATTENDING AND OBSERVING**

### **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.

*The Committee will adjourn for the following items:*

Reports from County and District Councillors.

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

*The Council will convene to consider the following items:*

### **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 20th July 2020 – document enclosed.
2. Planning Committee 21st July 2020 – document enclosed.
3. Town Matters Committee 21st July 2020 – document enclosed.
4. Extra Full Council 30th July 2020 – document enclosed.

### **CONSIDERATION OF ANY MATTERS ARISING REQUIRING A DECISION**

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 20th July 2020 – document enclosed.
2. Planning Committee 21st July 2020 – document enclosed.
3. Town Matters Committee 21st July 2020 – document enclosed.
4. Extra Full Council 30th July 2020 – document enclosed.

### **TRAFFIC AND TRANSPORT FORUM**

To consider any proposals from the Traffic and Transport Forum held on 26th August 2020.

No document.

### **PLANTERS IN THE TOWN CENTRE**

To consider an updated proposal for Planters located in the Town Centre and to vote on delegated authority for the Clerk to make minor amendments to said proposal when getting authorisation from Devon County Council for installation.

Document enclosed.

### **ROAD CLOSURE**

To review the temporary Saturday morning road closure (ends 12th September) and vote on what to do next.

Motion from Cllr Collinson to be read out.

### **INDEPENDENT SURVEY**

To agree the outline brief for a professional independent survey of the town and surrounding parishes.

Motion from Cllr Price to be read out.

### **NEIGHBOURHOOD PLAN**

To consider the revised draft and supporting papers for the Totnes Neighbourhood Plan; Regulation 15 submission to South Hams District Council; and ensure that all relevant documents are hosted on the TTC website.

See attached document or <http://www.totnestowncouncil.gov.uk/Neighbourhood_Plan_626.aspx>

### **PARKING PERMIT CONSULTATION**

To consider the South Hams District Council consultation on amendments to the parking permit and charging scheme.

Document enclosed.

### **REMEMBRANCE DAY 2020**

To note the request from the Royal British Legion regarding the 2020 Remembrance Day and consider a response.

Document enclosed.

### **CLIMATE AND ECOLOGICAL BILL**

To consider signing the Climate & Ecological Emergency Bill as a Town Council.

<https://d3n8a8pro7vhmx.cloudfront.net/ceebill/pages/10/attachments/original/1597739010/Climate_and_Ecological_Emergency_Bill_%2814_August%29.pdf?1597739010>

### **VISIT TOTNES**

To consider a proposal for additional support for local businesses and the knock on impact on the Visit Totnes annual budget.

Document enclosed.

### **LONGMARSH ISSUES**

To consider complaints from residents and consider a response – Cllr Hodgson.

No document.

### **NEXT MEETING**

To note the next meeting date of Monday 5th October 2020, 6.30pm public session, 7.00pm formal meeting.

No document.

*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.*

*Councillors will be asked to log out of the Zoom meeting and back into a separate secure meeting link.*

### **CONFIDENTIAL ITEMS FROM COMMITTEE (Standing item)**

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

No document.

### **STAFFING SECONDMENT**

To consider a staffing secondment.

Documents enclosed.

### **LEGAL MATTER**

To consider any update on a legal matter.

Documents enclosed.

### **STAFFING UPDATE**

To consider a staffing update from the Town Clerk.

No document.

### **ELECTRIC VEHICLE**

To consider options and costings for an electric vehicle for the Town Maintenance Officer duties – commercially sensitive.

Documents enclosed.

### **RECRUITMENT**

To note the Green Travel Coordinator recruitment timeline.

No document.

Agenda produced by:

Catherine Marlton

Town Clerk

2nd September 2020

**USE OF SOUND RECORDINGS AT COUNCIL & COMMITTEE MEETINGS**

**The open proceedings of this Meeting will be audio and video recorded. If members of the public make a representation, they will be deemed to have consented to being recorded. By entering the Council Chamber or Zoom meeting, attendees are also consenting to being recorded.**

**Televised, vision and sound recordings or live broadcastings by members of the press or public at Council or Committee debates are permitted and anyone wishing to do so is asked to inform the Chairman of the respective Committee of their intention to record proceedings.**