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# DRAFT MINUTES OF THE MEETING OF COUNCIL MATTERS

# MONDAY 12TH OCTOBER 2020 AT 7PM – HELD REMOTELY USING ZOOM

**Present:** Councillors E Price (Chair), C Allford, J Hodgson, C Luker, P Paine, and B Piper.

**Apologies:** Cllr M Allen

**Not Present:** Cllr V Trow.

## In Attendance: C Marlton (Town Clerk).

## 1. APOLOGIES FOR ABSENCE

**To receive apologies and to confirm that any absence has the approval of the Committee.**

It was **AGREED** to accept the apologies received from Cllr Adams.

*The Committee will adjourn for the following items:*

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.

There were no members of the public present.

*The Committee reconvened.*

## 2. CONFIRMATION OF MINUTES

**To update on any matters arising from the minutes of 17th September 2020.**

No matters arising. The minutes have already been ratified by Full Council.

## 3. PUBLIC REALM WORKING GROUP

**To consider any matters arising, updates or items of expenditure since the last meeting.**

Noted. It was **AGREED** to: pursue additional seating for Longmarsh with the consent of South Hams District Council and Berry Pomeroy Parish Council; and for a one-off grass cut of St Mary’s Churchyard with the cut grass to be cleared and removed.

## 4. ARTS WORKING GROUP

**To consider any matters arising, updates or items of expenditure since the last meeting.**

Noted. The budget allocation was approved. Window Wonderland: it was suggested that if people enjoy the displays they could make a donation to Totnes Caring; and Cllr Piper will speak to English in Totnes about decorating the windows in Eastgate.

## 5. VENUES WORKING GROUP

**To consider any matters arising, updates or items of expenditure since the last meeting.**

Noted. Planning permission has been received to install automatic doors in the Civic Hall, which have been grant funded.

## 6. BRIDGETOWN COMMUNITY HALL

**To consider a request for funding.**

Cllr C Allford and Cllr J Hodgson declared a personal interest. Funding is being sought for a disability ramp and a new floor covering in the hall. It was **AGREED** to contribute £1344.00 towards these costs.

## 7. GREEN TRAVEL

**To consider the appointment of a Green Travel Coordinator, subject to references and pre-employment checks.**

It was **AGREED** to give the Clerk delegated authority to offer the green travel position to the highest scoring candidate.

## 8. FUTURE AGENDAS

**To consider a schedule for future agenda items for Council Matters.**

Noted.

## 9. STANDING ORDERS

**To note the change in time for the Council Matters committee from January 2021.**

Noted. Meetings will begin at 5.30pm from January 2021.

T*he Committee* ***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. (CONFIDENTIAL by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council)*

## 10. TOTNES MUSEUM

**To receive an update on a new lease for Totnes Museum and to consider the associated costs.**

It was **AGREED** that the Clerk would call a meeting with Museum Trustees, Cllr Piper and Cllr Price to discuss the detail.

## 11. STAFF UPDATE

**To note a general staff update.**

The verbal update was noted.

## 12. DATE OF NEXT MEETING

**To note the date of the next meeting of the Council Matters Committee – Monday 9th November at 7.00pm.**

Noted.

Catherine Marlton

Town Clerk