

MINUTES OF THE MEETING OF TOTNES TOWN COUNCIL
MONDAY 6th JULY 2015 AT THE GUILDHALL TOTNES

Present: Councillors Hodgson (Chair), Paine, Connelly, Young, Piper, Rosie Adams, Cohen, Westacott MBE, Boswell, Horsburgh, Hendriksen, Vint, Harper and Marion Adams

Apologies: Councillors Whitby and Simms

In Attendance: Helen Nathanson (Town Clerk), Peter Bethel (Town Sergeant), 2 members of the press and 6 members of the public

No	Subject	Comments
	To receive an update about the Neighbourhood Plan.	A brief overview was given by Carol Wellwood, a member of the Neighbourhood Plan Steering Group, and an update about progress so far. There will be a public engagement event on Saturday 18 th July from 10.30 am -5.30pm in the Mansion for anyone who would like to find out more about it. There is also a website and a Facebook page for more information. The Mayor thanked her and commented on what a good job Thea Platt is doing as the new co-ordinator. Councillors asked questions and discussed progress.
1	To receive apologies.	It was RESOLVED to accept the apologies.
2	To confirm that all Members have completed their Declarations of Interests.	Councillors who had still not completed their Registers were reminded that they must do so as soon as possible. There were no amendments.
3	<p><i>The Council will adjourn for the following items:</i></p> <p><u>Public Question Time:</u> A period of 15 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Council or other items that affect Totnes.</p> <p><u>Reports from County and District Councillors</u></p>	<p>Members of the public spoke about the following matters:</p> <p>The ATMOS site development was raised as a concern because of the proposed number of residential units. It was felt that this will be a sad loss of employment sites from an area which is well suited to this use. The issue of scaffolding in the centre of town was raised and whether or not there is still an embargo on it during the summer months. A new front door has appeared on a house in Collins Rd which is out of keeping. Totnes Gardens has arranged for the RHS Pennant Award judging to take place this week. The new planters are now on the Plains and staff from the Royal Seven Stars are watering them. An explanation was given for the invoice for the work on the land at Coronation Road, which was to be discussed later in the meeting. The Mayor thanked Totnes Gardens for its hard work and its contributions to the town. A question was asked about Item 13 of the Planning Committee Minutes involving the rescheduled meeting of the Traffic and Transport Forum. An update was requested about the BT work due in the Narrows.</p> <p>The County Councillor's report is attached. A request was made that County and District Councillors provide reports in advance so that they can be placed on the agenda. A question was asked about the rumoured change to the layout of the traffic lanes outside Totnes Hospital, which had been reported in the Totnes Times following a Traffic and Transport forum discussion. DCC is not planning any changes at present. Councillor Hodgson explained that the SHDC Development Management Committee is asking for feedback on how public participation for parishes</p>

	<p><u>Report from Inspector Tomlinson, Devon and Cornwall Police</u> <i>The Council will convene.</i></p>	<p>and towns has worked. Feedback is required by 15th July.</p> <p>This was noted.</p> <p><i>The Council convened.</i></p>
4	<p>To approve and sign the Minutes of the following Meetings :</p> <ul style="list-style-type: none"> a. Full Council 1st June 2015 b. Operations Committee 18th June 2015 c. People Committee 12th June 2015 d. Planning Committee 9th June 2015 	<p>It was RESOLVED to approve and sign the Minutes with one amendment to the Minutes of the Planning Committee which should state that Councillor Vint did not take part in any voting on issues which would be discussed by the DCC Development Management Committee, of which he is a member.</p>
5	<p>To consider any matters arising from the Minutes and to approve any recommendations from Committees.</p>	<p><u>Full Council</u></p> <p>Item 5 The letter about the TPO on the Leylandii tree in St Katherine’s Way has been sent and we await a response. Great Court Farm: if the Council wants to write again to the Secretary of State then it would entail a High Court Challenge with all the associated costs.</p> <p>Item 10 Some councillors had cancelled their places on training courses at the last minute which entails a cost to the Council. The Mayor reminded councillors of the importance of keeping commitments in future.</p> <p>Item 11 Councillor Hodgson has been elected to the DALC County Committee.</p> <p>Item 14 This should be referred to the Planning Committee rather than People. Councillor Hendrickson has attended a meeting with the Rail Users Group.</p> <p>Item 16 A new application has been submitted on Whitecleaves Quarry, Buckfastleigh. Councillor Hodgson has registered her own objection and the Council RESOLVED to support this with its own separate one, based on her information. Councillor Vint declared an interest.</p> <p><u>Operations Committee</u></p> <p>Item 6 It was RESOLVED to contract the recommended tourism specialist to conduct an initial one-day session as soon as possible and which will include</p>

half a day with councillors and half with the relevant staff with the aim of establishing exactly what is required from this plan. There will also be time involved in writing the plan and feeding back to the Council. The cost will be 2.5 days' work at £350 per day and £250 for supporting data about tourism in Totnes: this will include volume, value, day visit, and business turnover and employment data. It was **RESOLVED** that the Council will request this sum from the Paige Adams Trust. Funding of further work would then need to be discussed.

Item 7

It was **RESOLVED** that the name of the WG be changed to the Council Venues WG and that it should remain with the Operations Committee. It was also **RESOLVED** that £1000 be allocated from the Civic Hall maintenance budget to provide an up to date survey.

Item 8

It was **RESOLVED** that a small Assets WG of 4 councillors be established. It will be reviewed in 12 months' time and its remit will be to establish a long term assets maintenance plan and to consider the financial implications of this. It will report to the Operations Committee. Councillors Horsburgh, Cohen, Hodgson and Harper will form the WG.

Item 9

It was **RESOLVED** to accept the proposal to refurbish the Guildhall office.

Item 10

It was **RESOLVED** to contract the recommended company as out-of-hours keyholders to the Guildhall and Eastgate Clockhouse and that we switch our alarm servicing provision to them. The Town Clerk was asked to check what legal provision would be in place for ensuring that the company does actually respond to alarm call outs.

Item 11

It was **RESOLVED** that the Council should not grant payment on this occasion for the works at Coronation Road because any works requiring financial support should be arranged with the Council in advance.

It was noted that we do need to discuss the broader issue of grass verge cutting and this will be brought to the next Operations meeting.

Item 13

It was **RESOLVED** to accept the quotation from VU Online to produce the 2016 Totnes Guide.

Item 14

It was **RESOLVED** that the Council should not sell or lease the land at the Cemetery at this time.

Councillor Marion Adams abstained from voting on this because she has a personal interest.

People Committee

Item 11

It was noted that out of hours access to disabled toilets is available with a RADAR key.

Planning Committee

Item 13

Councillor Rosie Adams explained that the Traffic and Transport Forum has disregarded the minutes of the disputed meeting, as requested.

		<p>Concerns were expressed over the relationship between the Town Council and the TTTF as an Advisory Body. It was RESOLVED to write to their Chairman on the following matters: to ask them to consider changing the dates to make it more convenient for other Council members to attend because the current timings are not convenient; to ask them to ensure that they have properly constituted meetings; and to request that the Town Council sees the final approved minutes in addition to draft minutes.</p> <p><u>Personnel Committee</u> – Matters Arising referred from the June Full Council meeting.</p> <p>It was RESOLVED to adopt the Town Council Pay and Grievance Policies.</p>
6	To receive a proposal from the Totnes Community Development Society about Community Assets and to nominate a councillor to work with the group.	This was received. Councillors Vint and Piper were nominated to work with the Totnes Community Development Society.
7	To note the response sent to the Local Government Boundary Commission about the proposed ward changes to DCC.	This was noted. The DCC Procedures Committee discussed this issue and was opposed to the changes but would not support this with a submission to the Boundary Commission. This was noted.
8	To note the minutes of the meeting with DCC Highways.	<p>This was noted.</p> <p>Councillor Hodgson asked for these minutes to record that, in her opinion, Paragraph 4 does not reflect the strength of the conversation about Shared Space.</p> <p>Any recommendations from these will now go to the Planning Committee.</p>
9	To note the minutes from the meeting about the TAP Funding bid to provide additional youth services.	This was noted.
10	To note the Minutes from the Mansion Steering Group.	This was noted.
11	To nominate a Link Councillor to be a point of contact for the Museum Trust and to represent the Town Council as landlords of the building.	Councillor Connelly was nominated.
12	To note that the repairs to the Leechwell are complete and to thank the Leechwell Garden Association for its work.	This was noted and the Leechwell Garden Association was thanked for its work. Totnes Trust was also thanked for its financial contribution to the works, as was TotSoc for its financial contribution to the information board at the site.
13	To receive an update about the scaffolding in the Market Square.	<p>This was received.</p> <p>Highways has confirmed that it does not allow scaffolding in July and August. It was RESOLVED to write to them to express disappointment that this was not adhered to.</p>
14	To note the Minutes of the DALC Larger Councils Committee Meeting.	This was noted.

15	To discuss a proposal to organise a facilitated session to help set Town Council priorities for the coming term. If the Council is in agreement, the proposed dates are September 16 th , 21 st or 24 th .	This was discussed. It was RESOLVED to hold this session on Thursday 24 th September and all councillors will attend if they are able to do so.
16	To elect a Recess Committee of the Mayor and Committee Chairmen which will have delegated authority to deal with any matters which may arise during August when the Council is in recess. Any such decisions will be reported to the Council in September.	It was RESOLVED to elect the Mayor, the Deputy Mayor and the Chairmen of the Committees as the Recess Committee.
17	To note the date of the following meeting: Monday 7th September 2015 at 7pm	This was noted. The meeting ended at 9.38 pm.

END

MAYOR