

**MINUTES OF THE MEETING OF TOTNES TOWN COUNCIL**  
**MONDAY 7<sup>th</sup> SEPTEMBER 2015 AT THE GUILDHALL TOTNES**

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

Apologies: Councillors Hodgson and Connelly

In Attendance: Helen Nathanson (Town Clerk), Peter Bethel (Town Sergeant), 2 members of the press and 4 members of the public

No	Subject	Comments
	To receive an update on the Neighbourhood Plan from Thea Platt, NP Co-ordinator.	NP Co-ordinator had to give her apologies for the meeting and was invited to the October meeting.
	To receive an update about the Atmos Project from Frances Northrop and Dave Chapman, Directors of the Totnes Community Development Society.	This was received.
1	To receive apologies.	It was <b>RESOLVED</b> to receive the apologies.
2	To confirm that all Members have updated their Declarations of Interests.	Councillor Simms has not completed a Declaration of Interests and was reminded to do so.
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><u>Report from Inspector Tomlinson, Devon and Cornwall Police</u></p> <p><i>The Council will convene.</i></p>	<p><i>The Council adjourned for the following items:</i></p> <p>Members of the public spoke about the following issues:            The wall along Ramparts Walk needs to be repaired.            There are fewer waste bins in Tomes than previously, apparently.</p> <p>Please see attached report from Councillor Vint.</p> <p>This was noted.</p> <p><i>The Council convened.</i></p>
4	To approve and sign the Minutes of the following Meetings : <ol style="list-style-type: none"> <li>a. Full Council 6<sup>th</sup> July 2015</li> <li>b. Operations Committee 23<sup>rd</sup> July 2015</li> <li>c. People Committee 21<sup>st</sup> July 2015 and 1<sup>st</sup> September 2015</li> </ol>	It was <b>RESOLVED</b> to approve and sign the Minutes as listed.

	<p>d. Planning and Place Committee 2<sup>nd</sup> July, 23<sup>rd</sup> July &amp; 13<sup>th</sup> August 2015</p> <p>e. Personnel Committee 27<sup>th</sup> July 2015</p>	
5	<p>To consider any matters arising from the Minutes and to approve any recommendations from Committees.</p>	<p>The following matters arose</p> <p><u>Full Council</u></p> <p>Item 3</p> <p>The Leylandii issue has not yet been concluded satisfactorily.</p> <p><u>Operations Committee</u></p> <p>Item 3</p> <p>It was <b>RESOLVED</b> that the accounts for payment from Cashbooks 1, 3, 4 and 5 for the period 01/04/2014 to 01/06/2015 be approved.</p> <p>It was <b>RESOLVED</b> that the Payment Orders for the period 01/04/2015 to 01/06/2015 be approved.</p> <p>Item 7</p> <p>The repair of the Weir Panel was discussed and whether or not the Council should fund this. It was agreed that this should go back to the Operations Committee for further discussion.</p> <p>Item 8</p> <p>A request was received from the Totnes Development Trust to provide £350 for a new print run of the Garden Trail leaflets. It was <b>RESOLVED</b> that the Town Council cannot meet this cost because it is not in the budget.</p> <p><u>People Committee 27<sup>th</sup> July</u></p> <p>Item 2</p> <p>Civic Hall toilets. The lack of provision of facilities at night time was now a real problem and leading to inappropriate use of public space and potentially affecting tourism. It was <b>RESOLVED</b> to ask District Councillors to take this forward and explore models for ensuring this service is delivered reliably and cost effectively.</p> <p>Item 3</p> <p>It was <b>RESOLVED</b> that the Operations Committee should consider the installation of a CCTV camera in the Guildhall Yard.</p> <p>Item 4</p> <p>It was <b>RESOLVED</b> to hold an informal discussion with the Locality Officer about busking and to review the Code of Conduct for Buskers at the next People Committee Meeting.</p> <p>Item 5</p> <p>It was <b>RESOLVED</b> to thank the First World War WG group for its work on WW1 Commemorations and that, as the original remit had been completed, there was no further need for the Working Group to be officially supported by the town council.</p> <p>Item 7</p> <p>It was agreed that a defibrillator should be installed in the Civic Hall / Market Square with possible training for key people and it was <b>RESOLVED</b> to seek further guidance on the best position, security and operation of a defibrillator and the item to be referred to the Operations Committee.</p> <p>Item 8</p> <p>It was <b>RESOLVED</b> that the Christmas tree traditionally supplied by the</p>

Duke of Somerset will be installed in a planter on the Civic Square. A smaller additional tree, at no cost, will be placed on the flat roof of the Civic Hall.

People Committee 1<sup>st</sup> September

Members of the People Committee approved the minutes of 1<sup>st</sup> September as an accurate record of the meeting.

Item 3

It was RESOLVED to ask a question from the Town Council to SHDC Full Council regarding the provision of a homeless drop in center after the building redevelopment in Burke Road.

Planning Committee 2<sup>nd</sup> July

Item 9

Ashford Slip

The endowed school governors removed the sign and we have written to them to ask for it to be replaced.

Planning Committee 13<sup>th</sup> August

Item 4

Councillors would like to investigate the removal of some trees behind the Spar shop buildings in Bridgetown. It was **RESOLVED** to speak to the SHDC tree officer.

Item 5

It was **RESOLVED** that councillors submit evidence to the inquiry into the future of Housing Associations and contact all local parishes requesting letters of support. It was also **RESOLVED** to request evidence data from the Neighbourhood Plan as well as acquiring current housing needs lists from SHDC.

It was also **RESOLVED** that Council requests a meeting with Sarah Wollaston regarding this issue. Councillor Rosie Adams will attend along with District Councillors.

Item 6

A request was received from the TTT Nut and Fruit Tree Planting Project for joint funding, maintenance and decisions on future planting. It was **RESOLVED** that the Project group be invited to the First World War group meeting regarding the planting of trees in town.

Item 9

A request was received from NALC to write to local MPs in support of removing business rates on public toilets and it was **RESOLVED** that Councillors write to our local MP.

Item 12

An amendment was agreed to the minutes which replaced the word "Recommended" with the word "Noted." It was therefore noted that councillors are unable to note the minutes of the Totnes Traffic and Transport Forum due to inconsistencies and queries that will need to be resolved with the Forum.

Personnel Committee

Item 3

It was **RESOLVED** that the Town Council Appraisal Policy be approved.

Item 8

		It was <b>RESOLVED</b> that, in accordance with NALC guidelines, the Mayor and the Chairman of Personnel should form a Sub Committee to line manage the Town Clerk.
6	To note the decisions made by the Recess Committee over the summer recess.	This was noted.
7	To note that councillors may now receive agendas electronically and that they should advise the Town Clerk as to their preference for e or paper copies.	This was noted.
8	To note the Minutes of the meeting with Sophie Hosking and Steve Jordan, Executive Directors of SHDC.	This was noted.
9	To note the Town Team Minutes 9 <sup>th</sup> July 2015.	This was noted.
10	To note the Councillor Training undertaken to date.	This was noted.
11	To note the date of the next meeting: <b>Monday 5<sup>th</sup> October at 7pm</b> <b>NB There will also be a meeting of the Paige Adams Trust on Monday 5<sup>th</sup> October at 6pm</b>	This was noted.

END

MAYOR