

# **MINUTES FOR THE TOWN MATTERS COMMITTEE**

# **MONDAY 27TH JULY 2020 – HELD REMOTELY USING ZOOM**

## Present: Councillors B Piper (Chair), P Allford, D Matthews, P Paine and G Allen (joined at 7.20pm).

## Apologies: Councillors R Hendriksen and V Trow.

Not Present: Councillors A Galvin, S Skinner and L Webberley.

## In Attendance: Councillor S Collinson and S Halliday (Committee and Cemetery Administrator).

### **1. To receive apologies and to confirm that any absence has the approval of the Council.**

It was resolved to accept the apologies.

*The Committee will adjourn for the following items:*

### **PUBLIC QUESTION TIME**

There were no members of the public present.

*The Committee reconvened.*

### **2. To update on any matters arising from the minutes of 20th March 2020.**

The minutes of the meeting have been agreed by Full Council on 14th April 2020.

Item 3 – Complete. The note of the Arts Working Group was circulated to Councillors.

Item 4 – The Climate Change Working Group has not met due to the Coronavirus pandemic.

Item 5 – The Community Engagement Working Group has not met due to the Coronavirus pandemic.

### **3. To consider the public consultation about pupil numbers at Bidwell Brook School (proposal to increase capacity from 110-140 day places for those aged 3-19 from September 2021) and a possible new special needs school in Devon.**

To **RECOMMEND** to Full Council that Totnes Town Council responds to the public consultation supporting the increase in day places at Bidwell Brook from 110 to 140 places, and that it supports the provision of a new social, emotional and mental health special school in Devon.

### **4. To consider the accessibility of Council meetings held virtually under the Covid-19 emergency legislation.**

It was **AGREED** that there are challenges to holding meetings virtually, concerns about the Wi-Fi capacity in the Guildhall Offices to facilitate the smooth running of meetings, and whether the public know how to participate.

To **RECOMMEND** to Full Council that:

* An email is sent to all Councillors asking them how they are coping with using the Zoom software for meetings and if they have any accessibility requirements that Council Officers should be aware of (for example, requiring large print documents or always receiving hard copy papers);
* Councillors are reminded to speak clearly and slowly during Zoom meetings, and to not talk over each other to help all to be able to follow discussions; and
* The Council keeps under review the requirement to conduct all Council business remotely and ensure it keeps up-to-date with any changes to current Government and NALC (National Association of Local Councils) advice.

### **5. To consider a request from a member of the public that a sign should be placed at Follaton House acknowledging its historic link to slavery.**

It was **AGREED** that the member of the public who raised this matter at Full Council should take the issue direct to South Hams District Council who own the building.

### **6. To note the minutes of the Totnes Supporting Fairtrade meeting on 16th July 2020.**

Noted

### **7. To note the date of the next meeting of the Town Matters Committee – Monday 21st September 2020 at 7.00pm.**

### Noted. The Chair noted that he is pleased that this Committee has resumed meeting.

Sara Halliday

Committee and Cemetery Administrator