



DRAFT MINUTES FOR THE RECONVENED MEETING OF TOTNES TOWN COUNCIL

MONDAY 14th DECEMBER 2020 HELD REMOTELY USING ZOOM

Present: Councillors J Hodgson (Chair), V Trow, M Adams, E Price, C Allford, D Matthews, G Allen, C Luker, P Allford, A Galvin, B Piper, S Skinner, S Collinson, R Hendriksen, P Paine and L Webberley.

In Attendance: C Marlton (Town Clerk), C Bewley (minutes) and 6 members of the public.

1. WELCOME TO ALL ATTENDING AND OBSERVING

2. 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.

There were no apologies.

The Committee will adjourn for the following items:

Reports from County and District Councillors.

- a. County Cllr Hodgson – no documents.
- b. District Cllr Birch – document enclosed.
- c. District Cllr Rose – no documents.
- d. District Cllr Sweett – no documents.

The Council reconvened.

3. 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)

- a. Full Council 2nd November 2020 – document enclosed.
- b. Council Matters Committee 9th November 2020 – document enclosed.
- c. Town Matters Committee 16th November 2020 – document enclosed.
- d. Council Matters 23rd November 2020 – document enclosed.
- e. Planning Committee 23rd November 2020 – document enclosed.

It was **RESOLVED** to approve and sign the Minutes of the following meetings:

- a. Full Council 2nd November 2020.
- b. Council Matters Committee 9th November 2020.
- c. Town Matters Committee 16th November 2020.
- d. See minutes for the meeting on 7th December 2020.
- e. Planning Committee 23rd November 2020.

4. CONSIDERATION OF ANY MATTERS ARISING

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)

- a. Full Council 2nd November 2020 – document enclosed.
- b. Council Matters Committee 9th November 2020 – document enclosed.
- c. Town Matters Committee 16th November 2020 – document enclosed.
- d. Council Matters 23rd November 2020 – document enclosed.
- e. Planning Committee 23rd November 2020 – document enclosed.

- a. Full Council 2nd November 2020.

None.

- b. Council Matters Committee 9th November 2020.

None.

- c. Town Matters Committee 16th November 2020.

Item 5 - It was **RESOLVED** to approve the recommendation.

Item 6, 1st recommendation - It was **RESOLVED** to approve the recommendation.

Item 6, 2nd recommendation - It was **RESOLVED** to approve the recommendation.

Item 7 - It was **RESOLVED** to approve the recommendation.

Item 8 - It was **RESOLVED** to approve the recommendation.

- d. Council Matters Committee 23rd November 2020.

- e. Planning Committee 23rd November 2020.

Item 6 - It was **RESOLVED** to approve the recommendation.

Item 8 - It was **RESOLVED** to approve the recommendation.

5. ELECTION OF MAYOR AND CHAIRS OF COMMITTEE

To elect a Mayor and chairs of the Council Matters, Town Matters and Planning Committees for 2021. To nominate councillors to Committees and Link Councillors positions from January 2021. Document enclosed.

Cllr Luker was nominated by Cllr Adams and seconded by Cllr Matthews.

Cllr Piper was nominated by Cllr Hodgson and seconded by Cllr Hendriksen.

Cllr Hendriksen was nominated by Cllr Paine and seconded by Cllr Adams.

Cllr Hendriksen withdrew.

The candidates gave a briefing on how they envisage leading the Council.

A vote was taken and the results were:

Cllr Luker – 7, Cllr Piper – 8, abstained – 1.

Cllr Piper was elected as Mayor from January 2021. His status until the AGM on 11th January 2021 is one of Mayor Elect.

Members and Chairs of the Council Committees were **AGREED** as detailed in Appendix 1 (starting after the AGM meeting on 11th January 2021).

It was agreed that membership and Chairs of the Working Groups would be confirmed at the AGM in January.

Outside representatives and link roles were **AGREED** as detailed in Appendix 1 (starting after the AGM meeting on 11th January 2021).

6. ROAD CLOSURE

To consider the reinstatement of the Saturday morning road closure of upper Fore Street and High Street on 12th and 19th December 2021. To note the Devon Communities Together interim report on the town centre survey responses to date. Document enclosed.

7. STAFF APPOINTMENT

To ratify the appointment of the Town Maintenance Officer (should a successful candidate be recommended by the interview panel).

8. NEXT MEETING

To note the next meeting date of Monday 11th January 2021, 6.30pm public session, 7.00pm formal meeting.

Noted.

*The Council **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.*

9. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

To consider any recommendations or matters arising that are considered confidential in nature regarding the staffing restructure from the Council Matters Committee. Documents to follow.

10. RECRUITMENT TIMELINE

To consider a timeline and advert for a job share advertisement for the new Administrator 2 role as per the restructure. Documents enclosed.

11. TOWN CLERK

To note a confidential update. Verbal update.

12. LEGAL MATTER

To consider an update on the Morrison's alcohol licensing application. Documents enclosed.

It was **RESOLVED** to defer this item to the next Full Council meeting in January.

Jacqi Hodgson

Mayor

APPENDIX 1

COMMITTEE	MEMBERS
Council Matters	Cllrs Adams, C Allford, Hodgson, Luker, Paine, Piper, Price (Chair), Trow
Planning	Cllrs Allen (Chair), P Allford, Collinson, Hendriksen, Hodgson, Luker, Paine, Trow
Town Matters	Cllrs Allen, C Allford, P Allford, Collinson, Galvin, Matthews, Paine, Skinner, Trow (Chair), Webberley

LINK COUNCILLORS	
Cultural Links	Cllr Adams, Allen
Arts	Cllr Allen, Piper, Skinner
Elderly & Vulnerable People	Cllr C Allford, Collinson, Webberley
Young People	Cllr Hodgson, Price, Skinner, Webberley
Heritage	Cllr Allen
Open Space, Sports Provision & Leisure	Cllr Piper, Trow, Webberley
Traffic & Transport	Cllrs P Allford, Luker, Collinson
Environment & Sustainability	Cllr Hodgson, Matthews
Disability	Cllr Collinson, Webberley
Business & Employment	Cllrs C Allford, Luker & Price

REPRESENTATIVES ON OUTSIDE BODIES	
TADPOOL	Cllr Skinner, Webberley
Totnes Allotments Association	Cllr Hodgson
Vire Twinning Association	Cllr Adams, Hendriksen, Piper
Totnes Municipal Charities & Totnes Bounds Charity	Cllr Adams, Paine
KEVICC Foundation Governors	Cllrs Adams, Luker, Price, Webberley
Parish Paths Partnership	Cllr Allen
Totnes Hospital League of Friends	Cllr C Allford
DALC Larger Councils Committee	Cllr Price

Dart Harbour Community Group	Cllr Adams
DALC County Committee	Cllr Hodgson
Totnes Chamber of Commerce	Cllr C Allford, P Allford, Webberley
Fairtrade	Cllr Hodgson, Luker
Museum Trust	Cllrs Allen, Luker
Caring Town	Cllrs C Allford, Collinson, Hendriksen, Price, Webberley
Network of Wellbeing	Cllr Allen
Bridgetown Alive	Cllrs Adams, C Allford, P Allford
Daisy & Rainbow Childcare	Cllr Hodgson, Skinner
Inclusive Totnes	Cllr Hodgson, Price, Webberley
Police & Crime Commissioner Councillor Advocate	Cllrs P Allford, Luker, Piper
Totnes Carnival Committee	Cllr C Allford, P Allford, Hendriksen, Piper, Skinner
Totnes Community Development Society	Cllrs Galvin, Trow, Webberley
Devon Countryside Forum	Cllrs Allen, Hendriksen, Trow