



## AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL

MONDAY 1<sup>ST</sup> MARCH 2021 – HELD REMOTELY USING ZOOM

MEETING LINK: <https://zoom.us/j/98056548723>

MEETING ID: 980 5654 8723

PASSWORD: Not required.

Please note that public question time will be held prior to Full Council from 6.30pm

**PLEASE NOTE THAT MEMBERS OF THE PUBLIC  
WILL BE KEPT IN THE WAITING ROOM FACILITY IN ZOOM UNTIL THE MEETING COMMENCES.**

You are hereby **SUMMONED** to attend a Meeting of the Council, which is to be held using remote meeting service Zoom on **Monday 1<sup>st</sup> March 2021 at 6.30pm** for the purpose of transacting the following business:

Welcome to everyone attending and observing the meeting.

**To be said prior to the public session 30 minutes before Full Council:**

Welcome to everyone attending and observing the meeting.

A reminder that open proceedings of this meeting will be video recorded on Zoom and live streamed on social media. If members of the public make presentations, they will be deemed to have consented to being recorded. By entering the Council Chamber or Zoom meeting, attendees are also consenting to being recorded. If a member of the public wishes not to be recorded they are able to turn their video off or watch the meeting via the Town Council Facebook page.

Please note that members of the public are usually allocated 3 minutes each for raising issues, particularly when time is limited and attendance is high. Questions asked of Councillors and the staff may not be answered immediately but please contact the Town Clerk following the meeting to confirm your queries and ensure matters are taken to the appropriate Councillor/Working Group.

### 1. WELCOME TO ALL ATTENDING AND OBSERVING

A reminder that open proceedings of this meeting will be video recorded on Zoom and live streamed on social media. If members of the public make presentations, they will be deemed to have consented to being recorded. By entering the Council Chamber or Zoom meeting, attendees are also consenting to being recorded. If a member of the public wishes not to be recorded they are able to turn their video off or watch the meeting via the Town Council Facebook page.

Can members of the public please note that given the current climate Councillors and staff are adapting to remote and mainly paperless working and therefore you may see use of mobile phones and other devices for reference to the agenda and associated papers.

As Council meetings are not permitted to be held in a location where alcohol is served, we ask that all attendees refrain from consuming alcohol directly prior or during the meeting as per our Code of Conduct.

This meeting is limited to 2 hours and therefore members are asked to raise their points succinctly and not repeat the same view expressed by colleagues if it does not add to the debate.

## 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.

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*The Committee will adjourn for the following items:*

Reports from County and District Councillors.

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

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*The Council will convene to consider the following items:*

## 3. CONFIRMATION OF MINUTES

To approve and sign the minutes of the following Meeting:

*(Please note confidential minutes can be agreed but any discussion must be held in Part 2)*

- a. Full Council 28<sup>th</sup> January 2021 – document enclosed.
- b. Full Council 1<sup>st</sup> February 2021 – document enclosed.

To note the following minutes:

- c. Council Matters 8<sup>th</sup> February 2021 – document enclosed.
- d. Planning Committee 15<sup>th</sup> February 2021 – document enclosed.
- e. Town Matters Committee 22<sup>nd</sup> February 2021 – document enclosed.

## 4. CONSIDERATION OF ANY MATTERS ARISING REQUIRING A DECISION

To consider any matters arising from the Minutes and to approve any recommendations from Committees (document enclosed):

*(Please note confidential minutes can be agreed but any discussion must be held in Part 2)*

- a. Full Council 28<sup>th</sup> January 2021.
- b. Full Council 1<sup>st</sup> February 2021.
- c. Council Matters 8<sup>th</sup> February 2021.
- d. Planning Committee 15<sup>th</sup> February 2021.
- e. Town Matters Committee 22<sup>nd</sup> February 2021.

## 5. ROAD CLOSURE

To consider road closures of Upper Fore Street, High Street and the Narrows on a Saturday morning from 9am until 1pm from the end of lockdown until social distancing guidelines are no longer in place. No document.

## 6. LIST OF MEETING DATES

To note a list of upcoming meeting dates. Document enclosed.

## 7. NEXT MEETING

To note the next meeting date of Monday 12<sup>th</sup> April 2021, 6.30pm public session, 7.00pm formal meeting.

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*The Council will be asked to RESOLVE 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.*

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## 8. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

To consider any recommendations or matters arising that are considered confidential in nature. No documents.

## 9. LEGAL MATTER

To consider the Totnes Museum lease. Document enclosed.

Agenda produced by:  
Catherine Marlton  
Town Clerk  
24<sup>th</sup> February 2021

**USE OF SOUND RECORDINGS AT COUNCIL & COMMITTEE MEETINGS**

**The open proceedings of this Meeting will be audio and video recorded. If members of the public make a representation, they will be deemed to have consented to being recorded. By entering the Council Chamber or Zoom meeting, attendees are also consenting to being recorded.**

**Televised, vision and sound recordings or live broadcastings by members of the press or public at Council or Committee debates are permitted and anyone wishing to do so is asked to inform the Chairman of the respective Committee of their intention to record proceedings.**