



## AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL

MONDAY 11<sup>TH</sup> JANUARY 2021 – HELD REMOTELY USING ZOOM

MEETING LINK: <https://zoom.us/j/95184195176>

MEETING ID: 951 8419 5176

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 11<sup>th</sup> January 2021** at **6.30pm** for the purpose of transacting the following business:

1. WELCOME TO ALL ATTENDING AND OBSERVING

2. TOTNES TOWN COUNCIL AGM AND CONFIRMATION OF MAYOR AND CHAIRS (MAYOR MAKING)

Confirmation of the new Mayor and Chairs of Committee for the Council from January 2021 to May 2021 will take place following a vote in December 2020. Document enclosed.

3. 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 – document enclosed.
- b. District Cllr Birch – document enclosed.
- c. District Cllr Rose – no documents.
- d. District Cllr Sweett – no documents.

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

4. 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 7<sup>th</sup> December 2020 – document enclosed.
- b. Re-convened Full Council 14<sup>th</sup> December 2020 – document enclosed.
- c. Council Matters Committee 14<sup>th</sup> December 2020 – document enclosed.
- d. Planning Committee 21<sup>st</sup> December 2020 – document enclosed.

5. CONSIDERATION OF ANY MATTERS ARISING REQUIRING A DECISION

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 7<sup>th</sup> December 2020 – document enclosed.
- b. Re-convened Full Council 14<sup>th</sup> December 2020 – document enclosed.

- c. Council Matters Committee 14<sup>th</sup> December 2020 – document enclosed.
- d. Planning Committee 21<sup>st</sup> December 2020 – document enclosed.

#### 6. REVIEW OF STANDING ORDERS

To consider a revision to Standing Orders to have immediate effect. Document enclosed.

#### 7. TO NOTE THE NEW LINK COUNCILLOR LIST

Agreed December 2020 with one amendment proposed. Document enclosed.

#### 8. ELECTION OF WORKING GROUP AND FORUM MEMBERSHIP

To elect the membership of the Council's Working Groups (Venues and Public Assets, Public Realm and Cemetery, Community Arts, and Climate Emergency), Forums (Future Totnes, and Traffic and Transport) for 2021. Document enclosed.

#### 9. ROAD CLOSURE

a) To note the final Devon Communities Together Survey report. Document enclosed.

b) To consider asking Devon County Council for temporary COVID 19 and Access Only signage at the bottom of Fore Street, junction of Fore Street and Upper Fore Street, and at the entrance to the Narrows, during lockdown and while social distancing measures are in place.

c) To ask the Traffic and Transport Forum to consider ideas for all future measures such as road markings and narrowing of the highway that support social distancing (excluding further road closures) for implementation when the lockdown ends until social distancing is no longer required.

d) 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.

#### 10. COMMUNITY HEROES AWARD

To note the Mayor's announcement of a community awards initiative, and to consider giving the Town Matters Committee and/or a task and finish group delegated authority to determine the details of the proposed scheme. All expenditure will be from the Mayoral/Civic budget. Officer time will need to be agreed by Full Council and/or Council Matters. Document enclosed.

#### 11. NEXT MEETING

To note the next meeting date of Monday 1<sup>st</sup> February 2021, 6.30pm public session, 7.00pm formal meeting. An extraordinary meeting will be held on Thursday 28<sup>th</sup> January at 7pm with the sole agenda being to ratify the 2021/22 budget and set the annual precept. No document.

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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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#### 12. 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. No documents.

#### 13. LEGAL MATTER

To note an update on the Morrison's alcohol licensing application. Document circulated with the December papers.

Agenda produced by:

Catherine Marlton  
Town Clerk  
6<sup>th</sup> January 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.**