



AGENDA FOR THE EXTRAORDINARY MEETING OF TOTNES TOWN COUNCIL

THURSDAY 28TH JANUARY 2021 – HELD REMOTELY USING ZOOM

MEETING LINK: <https://zoom.us/j/92091377852>

MEETING ID: 920 9137 7852

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 **Thursday 28th January 2021** at **7.00pm** for the purpose of transacting the following business:

1. **WELCOME TO ALL ATTENDING AND OBSERVING**

The Mayor will read the following statement:

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.

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.

3. **RESIGNATION OF DEPUTY MAYOR**

To note the resignation of the Deputy Mayor and to appoint a replacement. No document.

4. **CONFIRMATION OF MINUTES**

To approve and sign the minutes of the Council Matters Committee held on 18th January 2021. Document enclosed. *(Please note confidential minutes can be agreed but any discussion must be held in Part 2)*

5. BUDGET RATIFICATION AND PRECEPT SETTING

To consider the recommendations from the above Council Matters committee:

- a) It is **RECOMMENDED** to Full Council that the draft budget is agreed subject to the minor amendments suggested by the Clerk during the meeting. Document enclosed.
- b) Subject to the above recommendation it is **RECOMMENDED** to Full Council that the annual precept figure for 2021/22 be increased by 2% from £535280 to £546986. Because of the lower tax base this year this represents an actual increase of 4.14% for the taxpayer, making an average band D property a change from £3.49 per week (£181.61 per year) to £3.64 per week (£189.13 per year), which is an increase of 15 pence per week or £7.52 per year.
- c) It is **RECOMMENDED** to Full Council that the Traffic and Transport Forum and the Totnes Future Forum terms of reference are aligned (with the exception of the regularity of meetings) and that live streaming/recording of meetings be added. Documents enclosed.
- d) It is **RECOMMENDED** that the Standing Orders structure diagram be amended to include the changes outlined in the above Terms of Reference. Please note that the first order of business when each group meets is to ratify the use of these Terms of Reference. Document enclosed.

6. ROAD CLOSURE

Further to this item being deferred on 11th January, 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. Devon Communities Together survey report enclosed.

7. NEXT MEETING

To note the next meeting date of Monday 1st February 2021, 6.30pm public session, 7.00pm formal meeting. No document.

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.

Agenda produced by:

Catherine Marlton

Town Clerk

22nd 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.