

**MINUTES FOR THE MEETING OF TOTNES TOWN COUNCIL**

**MONDAY 1ST NOVEMBER 2021 IN THE GUILDHALL**

## Present: Councillors B Piper (Chair), M Adams, G Allen, J Hodgson, D Matthews, A Oliver, P Paine, E Price, N Stopp, V Trow and L Webberley.

Apologies: Cllr Collinson, Hendriksen, Skinner, District Cllrs Rose and Sweett.

## In Attendance: District Councillors Birch, members of the press and public, C Marlton (Town Clerk) and P Bethel (Town Sergeant).

### **WELCOME TO ALL ATTENDING AND OBSERVING**

### **WELCOME TO NEW COUNCILLORS**

* **Cllr Oliver – Totnes Bridgetown**
* **Cllr Stopp – Totnes Bridgetown**

The Mayor welcomed new Bridgetown Ward Councillors Oliver and Stopp.

### **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.**

The apologies were received and accepted.

***The Committee will adjourn for the following items:***

**Reports from County and District Councillors.**

1. **County Cllr Hodgson**
2. **District Cllr Birch**
3. **District Cllr Rose**
4. **District Cllr Sweett**

*It was* ***RESOLVED*** *to suspend standing orders.*

a. County Cllr (C Cllr) Hodgson had circulated her report in advance. Cllrs asked questions about the safety of pavements below Eastgate, and the local enterprise partnership scheme.

b. District Cllr (D Cllr) Birch updated on the refuse collection situation and Baltic Wharf. Cllrs spoke about Baltic Wharf employment space and asked how South Hams District Council were spending the savings from the non-collection of garden waste whilst the service is suspended.

c. Cllr Rose was not present and no report was submitted.

d. Cllr Sweett was not present and no report was submitted.

*The Council reconvened.*

### **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)***

1. **Full Council 4th October 2021.**

The following minutes were considered:

1. Full Council 4th October 2021. It was **RESOLVED** unanimously to approve and sign the Minutes.

Standing Orders were suspended to enable a member of the public to speak in relation to Item 5, the suspension of the Neighbourhood Plan.

The member of the public questioned taking the language of the ATMOS project to form the basis of the policy. Cllr Allen responded and explained the advice received from the Neighbourhood Plan appointed examiner and the process going forward.

Standing Orders were resumed.

**To note the following minutes:**

**b. Council Matters 11th October 2021.**

Noted.

**c. Planning Committee 18th October 2021.**

Noted.

### **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)***

1. **Full Council 4th October 2021.**

No matters arising.

**b. Council Matters 11th October 2021.**

No matters arising.

**c. Planning Committee 20th October 2021.**

It was **RESOLVED** by Full Council that Totnes Town Council signs the Planning Memorandum of Understanding with South Hams District Council. Cllr Hodgson abstained.

### **MEMBERSHIP OF COMMITTEES AND WORKING GROUPS**

**To ratifying which committees and groups the new Councillors will sit on [Cllr Oliver – Town Matters Committee, Cllr Stopp – Council Matters Committee].**

It was **RESOLVED** that Cllr Oliver becomes a member of the Town Matters Committee and Cllr Stopp becomes a member of the Council Matters and Town Matters Committees.

### **RELOCATION OF THE CORONATION MEMORIAL STONE**

**To consider a request from Totnes Gardens to relocate the Coronation memorial stone from Station Road (near the roundabout) to Coronation Road opposite Totnes Hospital in time for the Platinum Jubilee in June 2022.**

It was **RESOLVED** by majority that the Coronation memorial stone isn’t moved, but is cleaned in advance of the Platinum Jubilee, and that the Council allocates funding for planting to brighten up the area.

### **FUTURE FORUM**

**To note the minutes from the Future Forum.**

Noted. Cllr Allen explained interest from ‘Be Buckfastleigh’ who have run a youth programme which could be used as a model for Totnes. Cllr Trow asked how the Town Council could support the Mansion in its fundraising efforts.

### **WAYFINDING PROJECT**

**To note the live survey arrangements for the Wayfinding project.**

Noted.

### **TOTNES TOWN WARD ELECTION**

**To note the date of the Totnes Town Ward elections on Thursday 4th November for two councillor vacancies.**

Noted.

### **COUNCILLOR TRAINING**

**To note that a training session for all Councillors will be held on 27th November 2021 at 10am-12.30pm in the Guildhall to be delivered by DALC based on their ‘Being a Good Councillor’ course.**

Noted.

### **LIST OF MEETING DATES**

**To note a list of upcoming meeting dates, Remembrance Sunday and Councillor training dates.**

Noted.

### **NEXT MEETING**

**To note the next meeting date of Monday 6th December 2021, 6.30pm public session, 7.00pm formal meeting in the Guildhall.**

Noted.

*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.*

### **CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)**

**To consider any recommendations or matters arising that are considered confidential in nature.**

No matters arising.

### **STAFF APPOINTMENT**

**To ratify the appointment to the Administrator and Green Travel Co-ordinator vacancies.**

It was unanimously **RESOLVED** to ratify both appointments.

### **ELMHIRST PROJECT**

**To consider an update on the Elmhirst project (commercially sensitive):**

**a. To note the confidential update.**

This was noted.

**b. Update on the budget.**

It was unanimously **RESOLVED** to increase the feasibility stage spend to £42,000 overall. The Clerk’s delegated authority to oversee and spend remains in place.

**c. To consider the need for an Extraordinary Full Council meeting.**

An informal briefing on budgets and project work was set for 6.30pm on Monday 29th November 2021 in the Guildhall. This is not a public meeting.

Cllr Ben Piper

Mayor