

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

**MONDAY 4TH OCTOBER 2021 IN THE GUILDHALL**

## Present: Councillors B Piper (Chair), M Adams, G Allen, S Collinson, R Hendriksen, J Hodgson, D Matthews, P Paine, E Price, S Skinner and L Webberley.

Apologies: Cllr Trow, 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**

### **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 was asked questions about her report.

b. District Cllr (D Cllr) Birch was asked questions about his report.

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 6th September 2021.**

The following minutes were considered:

1. Full Council 6th September 2021. It was **RESOLVED** unanimously to approve and sign the Minutes.

**To note the following minutes:**

**b. Council Matters 13th September 2021.**

Noted.

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

Noted.

**d. Town Matters Committee 27th September 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 19th July 2021.**

No matters arising.

**b. Council Matters 13th September 2021.**

No matters arising.

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

No matters arising.

**d. Town Matters Committee 27th September 2021.**

Item 3 Closed Circuit Television (CCTV). It was **RESOLVED** unanimously that Council: supports the installation of CCTV at anti-social behaviour trouble spots in the town through grant funding when the opportunity arises; requests an urgent meeting with the Police and Crime Commissioner and local MP with regards to this matter; lobby’s local businesses to install CCTV on their premises; and reviews this project in a year’s time.

Item 4 Minor Injuries Unit. It was **RESOLVED** unanimously that Council writes to the NHS commissioning group and the local MP requesting that the Minor Injuries Unit is re-opened as a matter of priority. Cllr Matthews will provide the draft letter.

Item 5 Gambling Policy Consultation. It was **RESOLVED** unanimously that Council responds to the consultation that it is supportive of the revised policy.

Item 6 Virtual Twinning. It was **RESOLVED** by a majority that Totnes Town Council supports a virtual twinning between Totnes and Salfit and that Councillors participate in a Zoom meeting each year. Councillors wished to note the positive benefits of a cultural exchange of this nature but it was agreed that this would not constitute a formal arrangement with resource implications.

A recorded vote was requested: for – Cllrs Allen, Collinson, Hodgson, Hendriksen, Matthews, Price, Skinner, Webberley; against – Cllrs Adams and Paine; abstain – Cllr Piper.

Item 7 Seagull Problems. It was **RESOLVED** unanimously that Council: invites the Royal Society for the Protection of Birds (RSPB) to speak at an open meeting on the subject; and requests that South Hams District Council provide wheelie bins on markets days for the secure placement of rubbish arising from food vendors.

Item 9 Climate Emergency Working Group. It was **RESOLVED** unanimously that Council writes to South West Water requesting where and when sewage has been discharged into the River Dart.

### **NEIGHBOURHOOD PLAN**

**Councillors to consider:**

**a. Does TTC agree to put a pause on the NP process in order to consult on a new policy which will cover ATMOS/Community Right to Build. Document attached.**

a. It was **RESOLVED** by a majority to pause the neighbourhood plan process to consult on a new policy focussing on the former Dairy Crest site.

Cllr Skinner left the meeting.

**b. If yes to the first question, do Cllrs want to accept the wording attached from ATMOS for Totnes for consultation prior to submission to South Hams District Council and the examiner to replace the previously agreed wording from ex Cllr Luker. (Document attached).**

It was **RESOLVED** by a majority to accept the proposed policy wording provided by ATMOS for Totnes as amended by Cllr Hodgson for the public consultation on this new policy.

Cllrs Adams and Webberley left the meeting.

### **EXTERNAL AUDITOR REPORT**

**To note the external auditor report on the Annual Governance & Accountability Return.**

Full Council unanimously noted the external auditor report.

### **REMEMBRANCE SUNDAY**

**To note the arrangements for Remembrance Sunday, 14th November 2021.**

Full Council noted that arrangements will be lower key with no parade or road closure this year, a request for two wreath layers per organisation, no allocated seating for former mayors in St Mary’s and that all arrangements are subject to the Government advice on COVID at the time of the event. All Councillors are encouraged to attend.

### **DEVON ASSOCIATION OF LOCAL COUNCILS (DALC) ANNUAL GENERAL MEETING**

**To note that under delegated authority the Clerk will exercise the Totnes Town Council vote at the DALC Annual General Meeting on 6th October 2021.**

Noted.

### **LIST OF MEETING DATES**

**To n ote a list of upcoming meeting dates.**

Noted.

### **NEXT MEETING**

**To note the next meeting date of Monday 1st November 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.

### **ARTS AND MAYORAL BUDGET COMMERCIAL MATTERS**

**To note the updated Arts budget allocation and to consider the allocation of funds from the Mayoral budget for a New Year’s Eve event (commercial sensitivity).**

It was unanimously **RESOLVED** that a contribution of £2500 is made towards the facilitation of this event by NDP Circus (company limited by guarantee), subject to:

a)      The submission of a full budget proposal outlining all the expected income and expenditure.

b)      The Mayor nominates a charity(ies) for any profit from said event.

c)       The usual invites for Mayoral and Civic events are formally invited.

d)      The normal free tickets for limited dignitaries will be honoured by the organisers.

e)      A few free tickets will be raffled off or granted to members of the community in recognition of their service/hard work to Totnes.

f)        The contribution will be paid 50% before the event and 50% on completion of the event and submission of the final accounts.

Councillors **AGREED** that payments to NDP Circus for community arts and this Mayoral/Civic Event do constitute a specialist service as outlined in the Financial Regulations.

### **ELMHIRST PROJECT**

**To receive any urgent updates from the Town Clerk as required**

The Clerk updated verbally and referred to a breakdown of costs spent and projected. The current year budget projection was considered with the significant underspend in staffing in particular and an anticipated delay of some capital projects. It was unanimously **RESOLVED** to agree a new cap of £38,000 for the feasibility work and a continuation of the Clerk’s delegated authority to authorise expenditure.

### **CONFIDENTIALITY IN MEETINGS**

**To consider an update from the Town Clerk on advice received from Devon Association of Local Councils.**

This was noted. The Clerk and Mayor reiterated the importance of information being kept confidential and that a breach could be very serious, resulting in legal challenges to the Council and a code of conduct complaint against individual Councillors.

Cllr Ben Piper

Mayor