



AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL

MONDAY 7TH JUNE 2021 IN THE CIVIC HALL

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

You are hereby **SUMMONED** to attend a Meeting of the Council, on **Monday 7th June 2021** at **6.30pm** for a maximum of 120 minutes the purpose of transacting the following business:

1. WELCOME TO ALL ATTENDING AND OBSERVING

The Chair will read out 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 attendees are also consenting to being recorded.

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

This meeting is limited to 120 minutes 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.

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 – no document.

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 5th May 2021 – document attached.

To note the following minutes:

- b. Council Matters 17th May 2021 – document attached.
- c. Planning Committee 24th May 2021 – document attached.

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 5th May 2021.
- b. Council Matters 17th May 2021.
- c. Planning Committee 24th May 2021.

5. SPEND FROM THE GENERAL RESERVE

To consider funding four projects that came through the Community Grant process through the general reserve. Document attached.

6. TOWN FUND GRANT

To consider giving the Clerk delegated authority to submit an application to South Hams District Council under the Town Fund grant which would see various business renewal initiatives match funded up to £50000. Verbal update.

7. INTERNAL AUDIT REPORT

To consider and approve the Internal Audit Report for 2020/21 and action plan. Document attached.

8. ANNUAL GOVERNANCE STATEMENT

To consider and approve the Annual Governance Statement for 2020/21 [Chair to sign the hardcopy]. Document attached.

9. ACCOUNTING STATEMENT

To consider and approve the Accounting Statement for 2020/21 [Chair to sign the hardcopy]. Document attached.

10. VISIT TOTNES REPORT

To consider a Visit Totnes report covering January-April 2021. Document attached.

11. NEIGHBOURHOOD PLAN

To note an update on the Neighbourhood Plan. Document attached.

12. LIST OF MEETING DATES

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

13. NEXT MEETING

To note the next meeting date of Monday 5th July 2021, 6.30pm public session, 7.00pm formal meeting – venue to be confirmed (dependent on social distancing advice).

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.

14. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

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

15. COMMERCIAL MATTER

To consider a request from the Seachange Festival 2022. Verbal update.

Agenda produced by:

Catherine Marlton

Town Clerk

2nd June 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.