



## MINUTES FOR THE MEETING OF TOTNES TOWN COUNCIL

### WEDNESDAY 5<sup>TH</sup> MAY 2021 HELD REMOTELY USING ZOOM

Present: Councillors B Piper (Chair), M Adams, G Allen, S Collinson (left the meeting at 7.15pm), A Galvin, R Hendriksen, J Hodgson, C Luker, D Matthews, E Price, S Skinner, V Trow and L Webberley.

Apologies: Cllrs C Allford, P Allford, S Collinson and P Paine.

In Attendance: C Marlton (Town Clerk), Town Sergeant and members of the public.

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

#### **2. ELECTION OF MAYOR AND TO CONSIDER ROLES AND RESPONSIBILITIES**

- a. To elect a Mayor for 2021 (until May 2022). The retiring Mayor will call for nominations and put them to the vote by show of hands. Those standing must have a proposer and seconder.
- b. Declaration of Acceptance of Office by the newly elected Mayor – signing of the book.
- c. New Mayor's Acceptance Speech. Please note it is in the power of the Mayor to appoint a Deputy without election.
- d. To consider rolling over the current committee, working group and link Councillor roles agreed in January 2021 for the 2021/22 Municipal year.
- e. To consider an approximate date for a ceremonial Mayor Making to do presentations and exchange of chains.

a. Cllr Allen proposed and Cllr Trow seconded the nomination of Cllr Piper as Mayor. There were no other nominations. Cllr Piper was duly elected as Mayor by a majority.

b. Cllr Piper signed the meeting papers to indicate his acceptance of office and the official Declaration of Office will be signed in the next week.

c. Cllr Piper deferred making an acceptance speech at this time, and appointed Cllr Hodgson as his Deputy.

d. It was unanimously **AGREED** to roll forward the current committee, working group and link Councillor roles.

e. It was **AGREED** that the official Mayor Making would be held no earlier than July, and that dates would need to be reviewed in line with Covid-regulations around social distancing after 21 June 2021.

### **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.**

Apologies were received from Councillors C Allford, P Allford, S Collinson (for the remainder of the meeting) and P Paine and were accepted by the Council.

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

**Reports from County and District Councillors.**

- a. County Cllr Hodgson**
- b. District Cllr Birch**
- c. District Cllr Rose**
- d. District Cllr Sweett**

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

a. County Cllr (C Cllr) Hodgson had circulated an updated report to that included in the papers. C Cllr Hodgson updated that Devon County Council has passed a resolution to support the proposed Climate and Ecological Emergency (CEE) Bill and is encouraging Devon MPs to support it. Cllrs asked questions about the CEE Bill, 'life on the verge' (the planting of wildflowers on road verges) and the closure of The Connection Hub.

b. Noted – Cllr Birch was not present to present his report or for Cllrs to raise questions. It was noted that the expansion of high street permitted development covered in Cllr Birch's report is a cause for concern.

c. Noted - Cllr Rose was not present to present his report or for Cllrs to raise questions.

d. Noted - Cllr Sweett was not present to present her report or for Cllrs to raise questions

*The Council reconvened.*

### **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. Extraordinary Full Council 1<sup>st</sup> April 2021**

The following minutes were considered:

- a. Full Council 1<sup>st</sup> April 2021. It was **RESOLVED** by all Councillors to approve and sign the Minutes.

**To note the following minutes:**

- b. Council Matters Committee 8<sup>th</sup> March 2021.**
- c. Town Matters Committee 22<sup>nd</sup> March 2021.**
- d. Planning Committee 26<sup>th</sup> April 2021.**
- e. Council Matters Committee 29<sup>th</sup> April 2021.**

The following minutes were noted:

- b. Council Matters Committee 8<sup>th</sup> March 2021.
- c. Town Matters Committee 22<sup>nd</sup> March 2021.
- d. Planning Committee 26<sup>th</sup> April 2021.
- e. Council Matters Committee 29<sup>th</sup> April 2021.

## 5. 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)*

- a. Extraordinary Full Council 1<sup>st</sup> April 2021.
- b. Council Matters Committee 8<sup>th</sup> March 2021.
- c. Town Matters Committee 22<sup>nd</sup> March 2021.
- d. Planning Committee 26<sup>th</sup> April 2021.
- e. Council Matters Committee 29<sup>th</sup> April 2021.

- a. Full Council 1<sup>st</sup> March 2021.

No matters arising.

- b. Council Matters Committee 8<sup>th</sup> March 2021.

Item 3 Public Realm and Cemetery Working Group - it was **RESOLVED** to accept an amendment to the recommendation that the Full Council expressed that they are open to the idea of allocating more land for allotments in Castle Meadow but they would like to see further information for future consideration from the Totnes Allotment Association.

Item 8 Financial Regulations – It was **RESOLVED** to approve the recommendation.

Item 9 Communications Strategy - It was **RESOLVED** to approve the recommendation.

Item 10 Pay Policy - It was **RESOLVED** to approve the recommendation.

- c. Town Matters Committee 22<sup>nd</sup> March 2021.

Item 5 - It was **RESOLVED** to approve the recommendation.

Item 7 Traffic Regulation Order - It was **RESOLVED** to approve the recommendation.

Item 8 Right to Food Campaign - It was **RESOLVED** to approve the recommendation. To reduce the workload on officers, Cllr Webberley will draft a letter for the Clerk to send to the local MP asking him to support this campaign.

- d. Planning Committee 26<sup>th</sup> April 2021.

Item 5 Torbay Local Plan – It was **RESOLVED** to approve the recommendation.

Item 6 Community Risk Management Plan - It was **RESOLVED** to approve the recommendation.

- e. Council Matters Committee 29<sup>th</sup> April 2021.

Item 7 Arts and Community Outreach - It was **RESOLVED** to approve the recommendation.

Item 8 Vision and Strategy – It was **RESOLVED** to approve the recommendation.

Item 12 Communications and Media Protocol – It was **RESOLVED** to approve the recommendation.

Item 14 Financial Risk Management - It was **RESOLVED** to approve the recommendation.

## **6. COMMUNICATIONS STRATEGY**

### **To consider adoption of the Communications Strategy**

The Clerk explained that the Communications Strategy sets out how the Town Council and Visit Totnes engages with the public through various methods. It was **AGREED** that the strategy should be adopted.

## **7. OVERNIGHT PARKING AT LONGMARSH CAR PARK**

### **To consider the proposal for a variation to the Off-Street Parking Places Order to allow overnight sleeping within designated car parks – Longmarsh in Totnes - at £10 per night.**

CLRs raised concerns about the toilet facilities not being open overnight and the lack of drinking water, plus the additional refuse that will be created meaning that additional bins or more frequent emptying will be required.

It was **AGREED** that the Council welcomes this initiative with the proviso that it is properly facilitated, that existing toilet and shower facilities are made available for use and adequate bin provision is made for rubbish and dog waste.

## **8. TEMPORARY PAVEMENT LICENCE APPLICATION**

### **To consider a temporary pavement licence application from The Curator Café to South Hams District Council Estates Team.**

It was **AGREED** that the Town Council supports the temporary placement of tables and chairs outside The Curator Cafe. However, the Council objects to the planters on the grounds expressed by the Planning Committee with concerns about the permanency of the planters and the visibility issues that these would present.

## **9. NEIGHBOURHOOD PLAN**

### **To note an update on the Neighbourhood Plan.**

Noted.

## **10. COMMUNITY COORDINATOR**

### **To note an update from the Community Coordinator.**

Noted.

## **11. LIST OF MEETING DATES**

### **To note a list of upcoming meeting dates.**

Noted.

## **12. NEXT MEETING**

**To note the next meeting date of Monday 7th June 2021, 6.30pm public session, 7.00pm formal meeting. Current proposed location – Civic Hall.**

Noted.

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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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**13. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)**

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

No matters arising.

Ben Piper  
Mayor