

# **AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL**

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

**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 1st November 2021** at **7.00pm** for a maximum of 120 minutes the purpose of transacting the following business:

### **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. 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.

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.

### **WELCOME TO NEW COUNCILLORS**

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

### **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.

1. County Cllr Hodgson – no document.
2. District Cllr Birch – document attached.
3. District Cllr Rose – no document.
4. District Cllr Sweett – no document.

*The Council will convene to consider the following items:*

### **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 – document attached.

To note the following minutes:

b. Council Matters 11th October 2021 – document attached.

c. Planning Committee 18th October 2021 – document attached.

### **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)*

1. Full Council 4th October 2021.

b. Council Matters 11th October 2021.

c. Planning Committee 18th October 2021.

### **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]. Verbal Update.

### **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. Documents attached.

### **FUTURE FORUM**

To note the minutes from the Future Forum. Document attached.

### **WAYFINDING PROJECT.**

To note the live survey arrangements for the Wayfinding project. Verbal update.

### **TOTNES TOWN WARD ELECTION**

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

### **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. Verbal Update.

### **LIST OF MEETING DATES**

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

### **NEXT MEETING**

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

*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 documents.

### **STAFF APPOINTMENT**

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

### **ELMHIRST PROJECT**

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

a. To note the confidential update. Document attached.

b. Update on the budget. Tabled at meeting.

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

Agenda produced by:

Catherine Marlton

Town Clerk

27th October 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.**