

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

# **MONDAY 6TH DECEMBER 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 6th December 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 Cummings – Totnes Town
* Cllr Hannam – Totnes Town

### **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 – document attached.
4. District Cllr Sweett – no document.

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

### **WAYFINDING PROJECT.**

To consider the report of the wayfinding public consultation and the next steps required to progress the project. Documents to follow.

### **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 1st November 2021 – document attached.

To note the following minutes:

b. Council Matters 8th November 2021 – document attached.

c. Planning Committee 15th November 2021 – document attached.

d. Town Matters Committee 22nd December 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 1st November 2021.

b. Council Matters 8th November 2021.

c. Planning Committee 15th November 2021.

d. Town Matters Committee 22nd November 2021.

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

To ratify which committees and groups the new Councillors will sit on [Cllr Hannam – Town Matters Committee]. Verbal Update.

### **DRAFT 2022/23 BUDGET**

To consider a draft budget for 2022/23. Documents attached.

### **ELMHIRST PROJECT**

To:

a. Note the project update. Document to follow.

b. Consider whether the Council writes to express an interest formally in being a potential bidder for the KEVICC asset of community value (deadline of 17th December 2021).

### **COUNCILLOR TRAINING**

To confirm that a training session for all Councillors will be held on 22nd January 2022 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. Document attached.

### **NEXT MEETING**

To note the next meeting date of Monday 10th January 2022, 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 of the Civic Hall Caretaker vacancy. Verbal update.

### **ELMHIRST PROJECT**

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

Agenda produced by:

Catherine Marlton

Town Clerk

1st December 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.**