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# AGENDA FOR THE MEETING OF COUNCIL MATTERS

# MONDAY 11TH JULY 2022 AT 6.30PM IN THE GUILDHALL

There are stairs to the Council Chamber but if any member of the public has mobility issues the Council can relocate to the lower Guildhall.

You are hereby SUMMONED to attend the **Council Matters Committee** on **Monday 11th July 2022**

**at 6.30pm** in the Guildhall for the purpose of transacting the following business:

**Committee Members:** Councillors B Piper (Chair), M Adams, J Hodgson, P Paine, E Price.

# 1. WELCOME AND APOLOGIES FOR ABSENCE

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 90 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.

To receive apologies and to confirm that any absence has the approval of the Council.

*The Committee will adjourn for the following items:*

PUBLIC QUESTION TIME

A period of 15 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Committee or other items that affect Totnes.

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

# 2. CONFIRMATION OF MINUTES

To approve the minutes of 13th June 2022 and update on any matters arising. Document attached.

# 3. BUDGET MONITOR

To consider the Budget Monitor and to vote on revising the budget to the predicted year end figures. Document attached.

# 4. FINANCIAL REGULATIONS

To review the Financial Regulations. Document attached.

# 5. INVESTMENT ACCOUNTS

To consider:

1. The criteria for investment accounts for the Council, including the type of account, interest rate, sectors that will/won’t be invested in (document attached); and
2. Granting the Clerk delegated authority to select the account based on the best value at the time and the decision in a. (above).

# 6. ARTS AND EVENTS WORKING GROUP

To consider:

1. The actions from the Arts and Events Working Group held on 15th June 2022. Document attached;
2. The Arts and Events budget monitor, including the allocation of funds to the Orange Races (document attached at item 3); and
3. The allocation of funds for an artist to run workshops to create decorations for the Civic Hall pillars.

# 7. GREEN TRAVEL AND CLIMATE CHANGE BUDGETS

# To consider an update on the Green Travel/Climate Change budget, including the timeline for the Totnes Traffic Strategy Stakeholder session. Document attached.

# 8. REMEMBRANCE SUNDAY

To consider the arrangements required for the annual Remembrance Sunday event. Document attached.

**9. COMMUNITY CO-ORDINATOR RECRUITMENT TIMELINE**

To consider the recruitment timeline for the Community Co-ordinator. Document attached.

**10. CHRISTMAS LIGHTS**

To note the arrangements for the town’s Christmas lights in 2022. Verbal update.

**11. VISIT TOTNES REPORT**

To note the Visit Totnes report covering April to June 2022. Document attached.

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# 12. DATE OF NEXT MEETING

To note the date of the next meeting of the Council Matters Committee – Monday 12th September 2022 at 6.30pm in the Guildhall. No document.

*The Committee 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 by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council)*

# 13. BANK STATEMENTS AND RECONCILIATIONS (Standing Item)

To consider the bank statements and reconciliations. Document to follow.

# 14. STAFFING UPDATE

For any general or urgent updates that required confidential sharing with Councillors. No documents.

1. To consider the revised salary scales for adoption from 20th September 2022.

**15. STAFF APPOINTMENT**

To ratify the appointment of the Town Maintenance Officer vacancy. Verbal update.

Catherine Marlton

Town Clerk

5th July 2022

**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.**