

**MINUTES FOR THE MEETING OF TOTNES TOWN COUNCIL**

**MONDAY 9TH MAY 2022 IN THE GUILDHALL**

## Present: Councillors J Hodgson (Chair), M Adams, G Allen, T Bennett, S Collinson, J Cummings, P Paine, E Price, S Skinner, V Trow and L Webberley.

Apologies: Cllrs Hannam, Hendriksen, Oliver, Piper.

Not present: Cllr Stopp.

## In Attendance: District Councillors Birch and Sweett, members of the press and public, and C Marlton (Town Clerk).

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

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

**a. To confirm the election of Cllr Price as Mayor for 2022 and the appointment of their deputy.**

The election of Cllr Price as Mayor was confirmed and she took over the Chairing of the meeting from Cllr Hodgson. The Mayor confirmed that her deputy for the year would be Cllr Allen. Cllr Price as Mayor and Cllr Allen as Deputy Mayor signed in front of the Town Clerk to confirm their acceptance of these roles for the coming year.

**b. To elect members to committees, committee chairs, working groups, outside representatives and link councillor roles.**

The following appointments were **RESOLVED**:

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| **Committee Membership** | |
| Council Matters | Cllrs Piper (Chair), Adams, Allen, Hodgson, Paine, Price |
| Planning | Cllrs Allen, Bennett, Collinson, Cummings, Hodgson, Paine |
| Town Matters | Cllrs Allen, Bennett, Collinson, Cummings, Hannam, Oliver, Paine, Piper, Trow, Webberley |
| **Working Group and Forum Membership** | |
| Arts | Cllrs Allen, Hannam, Oliver, Piper, Skinner |
| Council Assets and Public Realm | Cllrs Adams (Chair), Collinson, Hodgson, Oliver, Piper, Price, Skinner, Stopp, Trow |
| Climate Emergency | Cllrs Allen, Collinson, Cummings, Hodgson, Trow |
| Traffic and Transport Forum | Cllrs Bennett, Collinson, Hodgson, Webberley |
| Future Forum | Cllrs Allen, Collinson, Hodgson, Price |
| **Link Councillors** | |
| Cultural | Cllrs Adams & Allen |
| Arts | Cllrs Allen, Piper & Skinner |
| Elderly and Vulnerable People | Cllrs Collinson & Webberley |
| Young People/Youth | Cllrs Hannam, Hodgson, Price & Webberley |
| Heritage | Cllr Allen |
| Open Space, Sports Provision, Leisure | Cllrs Trow & Webberley |
| Traffic and Transport | Cllrs Collinson & Webberley |
| Environment and Sustainability | Cllrs Collinson, Cummings & Hodgson |
| Disability | Cllr Collinson & Webberley |
| Business and Employment | Cllrs Collinson, Price & Skinner |
| **Representatives on Outside Bodies** | |
| TADPOOL | Cllrs Skinner & Webberley |
| Totnes Allotments Association | Cllr Hodgson |
| Vire Twinning Association | Cllrs Adams & Price |
| Totnes Municipal Charities and Totnes Bounds Charity | Cllrs Adams & Paine |
| KEVICC Foundation Governors | Cllrs Adams, Hannam, Price & Webberley |
| Parish Paths Partnership | Cllr Allen |
| Totnes Hospital League of Friends | Cllrs Hannam & Hendriksen |
| Dart Harbour Community Group | Cllr Adams |
| DALC County Committee | Cllr Hodgson |
| DALC Larger Councils Committee | Cllr Price |
| Totnes Chamber of Commerce | Cllrs Price & Skinner |
| Fairtrade | Cllrs Hannam |
| Caring Town | Cllrs Allen, Collinson, Price & Webberley |
| Museum Trust | Cllr Allen |
| Network of Wellbeing | Cllr Allen |
| Bridgetown Alive | Cllrs Adams & Oliver |
| Friends of Totnes Museum | Cllr Allen |
| Daisy and Rainbow Childcare | Cllrs Bennett & Skinner |
| Inclusive Totnes | Cllrs Allen, Hodgson, Price & Webberley |
| Police and Crime Commissioner Councillor Advocate | Cllr Piper |
| Totnes Community Development Society | Cllrs Trow & Webberley |
| Devon Countryside Forum | Cllr Allen |
| Rural Services Network | Cllrs Allen & Price |
| Friends of Salfit | Cllrs Hendriksen & Trow |

### **WELCOME TO NEW COUNCILLOR**

**• Cllr Tim Bennett**

**And to consider changes to the bank mandate – removal for former Cllr David Matthews and the addition of Cllr Tim Bennett.**

### **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 apologies were received and accepted. Cllrs Collinson, Paine and Webberley updated on employment changes and amendment forms will be issued for completion.

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

**Reports from County and District Councillors.**

1. **County Cllr Hodgson**
2. **District Cllr Birch**
3. **District Cllr Rose**
4. **District Cllr Sweett**

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

a. County Cllr (C Cllr) Hodgson updated on: Covid being in decline; A381 potholes are going to be repaired; Devon County Council (DCC) updates on their website about support to Ukrainian refugees; Devon Pension Board will consult its members on divestment of investments in fossil fuels; TRAYE increasing youth opportunities in the Bridgetown community hall.

b. District Cllr Birch’s report had been circulated and he updated on the safety of the former Dairy Crest site and the brown bin collection. Cllrs asked about introducing a composting system for Totnes, and the removal of trees in the former Dairy Crest site and the impact on bats.

c. District Cllr Rose was not present.

d. District Cllr Sweett’s report had been circulated but she had now left the meeting.

*The Council reconvened.*

### **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 April 2022.**

It was **RESOLVED** unanimously to approve and sign the Minutes.

**To note the following minutes:**

**b. Council Matters 11th April 2022.**

Noted.

**c. Planning Committee 25th April 2022.**

Noted.

### **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)***

1. **Full Council 4th April 2022.**

No matters arising.

**b. Council Matters 11th April 2022.**

No matters arising.

**c. Planning Committee 25th April 2022.**

6 – 20mph speed limit pilot. It was **RESOLVED** unanimously that Totnes Town Council supports the application that Totnes be included in the 20mph pilot trial for the roads identified on the map supplied.

7 – Dart Harbour Strategic Plan Consultation. The following response to the consultation was **RESOLVED** unanimously:

Totnes Town Council supports the Dart Harbour Community Group’s comments in response to the Dart Harbour Navigation Authority’s Strategic Plan consultation. The Council is particularly supportive of the approach to engaging with town and parish councils and we welcome such engagement, and the regular monitoring of water quality. Totnes Town Council’s concerns include sewage discharges into the river, and how river use affects wildlife in and around the river. The Council is keen to explore proposals for extending the Area of Outstanding Natural Beauty to link the Dart through to Dartmoor.

### **MAYORAL CHOOSING CEREMONY**

**To** **appoint Councillors to undertake the following duties at the Mayoral Choosing ceremony on 19th May 2022:**

**a. To propose the new Mayor;**

**b. To second the new Mayor; and**

**c. To propose a vote of thanks to the outgoing Mayor.**

a. Cllr Skinner will propose the new Mayor.

b. Cllr Bennett will second the proposal.

c. Cllr Price will propose the vote of thanks.

### **WAYFIND PROJECT**

**To update on the Wayfinding project.**

The Clerk updated that Wood and Wood had been appointed, they are based in Exeter and have suggested some improvements to the proposed specification which could be more a sustainable, durable and hygienic solution.

### **COMMUNITY GRANTS**

**To note that the Totnes Trust has agreed to act as an accountable body for the Totnes Garden Trail Group and the necessary documentation has been received to enable the agreed grant of £1000 to be paid.**

Noted.

### **LIST OF MEETING DATES**

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

Noted.

### **NEXT MEETING**

**To note the next meeting date of Monday 6th June 2022, 6.30pm public session, 7.00pm formal meeting in the Guildhall.**

Noted.

*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 matters arising.

### **WAYFINDING PROJECT**

**To consider the installation costs required for the wayfinding signage.**

It was **RESOLVED** unanimously to give the Town Clerk delegated authority to decide on an installation contractor on receipt of the quotes, up to a cap of £16500.

### **NEIGHBOURHOOD PLAN**

**To update on the legal advice received in relation to the Totnes Neighbourhood Plan (legal).**

It was **RESOLVED** that the Planning Committee reviews the legal advice and makes a recommendation to Full Council.

### **ELMHIRST PROJECT**

**To consider an update on the Elmhirst project and to consider next steps/actions (commercially sensitive).**

It was noted that costs on legal advice continue to be incurred but are below the £55k cap agreed at the December 2021 Full Council.

Cllr Emily Price

Mayor