

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

# **MONDAY 7TH FEBRUARY 2022 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 7th February 2022** 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.

### **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 – document attached.

*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 6th December 2021 – document attached.

To note the following minutes:

b. Council Matters 17th January 2022 – document attached.

c. Planning Committee 24th January 2022 – 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 6th December 2021.

b. Council Matters 17th January 2022.

c. Planning Committee 24th January 2022.

### **REVIEW OF STANDING ORDERS**

To consider a revision to Standing Orders (to have immediate effect), and the number of Councillors on the Town Matters Committee. Document enclosed.

### **TOTNES NEIGHBOURHOOD PLAN**

To consider an update on the Neighbourhood Plan. Verbal update.

### **LINK COUNCILLOR VACANCIES**

To consider nominations from Councillors for the following link councillor/representatives on outside bodies: Friends of Totnes Museum, KEVICC Foundation Governors (1 position only), Totnes Hospital League of Friends, Friends of Salfit, Fairtrade, Bridgetown Alive! Document attached.

### **ARTS AND EVENTS GRANT**

To consider the Arts and Events Grant applications for 2022/23. Documents to follow.

### **WAYFINDING**

To note an update on the wayfinding project. Document attached.

### **TAX BASE FOR 2022/23**

To note the updated tax base figures for 2022/23. Verbal update.

### **GROUNDS MAINTENANCE**

To note the grounds maintenance contract price for financial year 2022/23 and that the contract will go out for re-tender later in 2022. Document attached.

### **LIST OF MEETING DATES**

To note a list of upcoming meeting dates (including proposed dates for Civic Dinner, Mayoral Choosing and Annual Town Meeting) and Councillor training on Saturday 2nd April 2022. Document attached.

### **NEXT MEETING**

To note the next meeting date of Monday 7th March 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.

### **FORMAL COMPLAINT**

To consider formal complaints raised by members of the public (personal information). Documents attached.

### **ELMHIRST PROJECT**

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

**17. STAFFING**

To note the resignation of the Marketing and Communications Manager and to consider an increase in hours on the readvertised role. Document to follow.

Agenda produced by:

Catherine Marlton

Town Clerk

2nd February 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.**