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# AGENDA FOR THE MEETING OF COUNCIL MATTERS

# MONDAY 13TH JUNE 2022 AT 6.30PM IN THE GUILDHALL

You are hereby SUMMONED to attend the **Council Matters Committee** on **Monday 13th June 2022**

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

**Committee Members:** Councillors B Piper (Chair), M Adams, G Allen, 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 16th May 2022 and update on any matters arising. Document attached.

# 3. ELECTION OF DEPUTY CHAIR

# To elect a deputy chair for the Council Matters Committee. No document.

# 4. BUDGET MONITOR

To consider the Budget Monitor. To follow.

# 5. MAYOR’S ENGAGEMENTS AND BUDGET

To consider the Mayor’s engagements since March 2022 and the current budget. Document attached.

# 6. VEXATIOUS BEHAVIOUR POLICY

To review the Vexatious Behaviour Policy. Document attached.

# 7. COUNCIL ASSETS AND PUBLIC REALM WORKING GROUP

To consider the actions from the Council Assets and Public Realm Working Group held on 17th May 2022. Document attached.

**8.** **TOWN MAINTENANCE OFFICER RECRUITMENT**

To consider the recruitment timeline for the Town Maintenance Officer. Document to follow.

# 9. COMMUNITY GRANTS

# To note an update from the Community Fundraiser. Document attached.

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# 10. DATE OF NEXT MEETING

To note the date of the next meeting of the Council Matters Committee – Monday 11th July 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)*

# 11. BANK STATEMENTS AND RECONCILIATIONS (Standing Item)

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

# 12. STAFFING UPDATE (Standing Item)

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

**13. TOTNES MUSEUM**

To consider a verbal update on the museum lease and vote on any action required (legal). No docuemnt.

**14. CIVIC HALL LEASE**

To consider a verbal update on the Civic Hall lease and vote on any action required (legal). No document.

### 15. CASTLE MEADOW ACCESS

To note a verbal update on Castle Meadow access, boundary and insurance (legal). No document.

### 16. STAFF ATTENDANCE

To note sickness and overtime balances. Verbal update.

Catherine Marlton

Town Clerk

8th June 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.**