

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

# **MONDAY 4TH JULY 2022 IN THE GUILDHALL**

**Please note that public question time will be held prior to Full Council from 6.30pm.**

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 Annual General Meeting of the Council, on **Monday 4th July 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 – no document.

*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 June 2022 – document attached.

To note the following minutes:

b. Council Matters 13th June 2022 – document attached.

c. Planning Committee 20th June 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 4th June 2022.

b. Council Matters 13th June 2022.

c. Planning Committee 20th June 2022.

### **TO APPOINT A RECESS COMMITTEE**

To consider appointing the Mayor, Deputy and Chairs of Committee as the Recess Committee for August 2022. This group will have delegated authority to make decisions on behalf of the Town Council in the case of an emergency decision being required. This committee will only be convened by the Clerk if necessary. No document.

### **ARTS AND EVENTS GRANT**

To consider an application from the Elizabethan Society for a grant to cover the road closure costs for the Orange Races in August. Document attached.

### **PLANNING APPLICATIONS**

To:

a. Review the Planning Committee’s standing objection to application 1078/22/FUL (Development of a bat house - Land at the former Dairy Crest Site, Totnes) based on information subsequently received. Document attached.

b. Consider granting the Clerk delegated authority to respond to non-contentious planning applications in August 2022. No document.

### **COMMITTEE MEMBERSHIP**

To consider Cllr Allen’s resignation from the Council Matters Committee and any new members to this Committee. No document.

### **LIST OF MEETING DATES**

To note a list of upcoming meeting dates. Document attached.

### **NEXT MEETING**

To note the next meeting date of Monday 5th September 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 document.

### **CHRISTMAS FESTIVAL CONTRACT TENDER**

To consider the applications received to tender for running the three Christmas Festival nights in December 2022 (commercially sensitive). Document to follow.

### **STAFFING REVIEW**

To consider:

1. the Terms and Conditions of the Green Travel Co-ordinator, Community Co-ordinator and TMO positions (personnel). Document to follow.
2. A review of the overall staffing structure and pay scales. Document to follow.
3. A change to the allocation of hours for opening and closing of the Civic Hall and Council buildings. Document to follow.

Agenda produced by:

Catherine Marlton

Town Clerk

29th 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.**