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# AGENDA FOR THE MEETING OF COUNCIL MATTERS

# MONDAY 10TH OCTOBER 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 10th October 2022**

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

**Committee Members:** Councillors B Piper (Chair), M Adams, J Hannam, 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 23rd September 2022 and update on any matters arising. Document attached.

# 3. BUDGET MONITOR

To consider the Budget Monitor. Document attached.

# 4. BUDGET PROJECTIONS

To consider the initial 2023/24 budget projections. Verbal update.

# 5. COMMUNITY GRANT SCHEME APPLICATIONS

# To consider the applications for the community grant scheme. Document attached.

# 6. VISIT TOTNES GUIDE AND PROMOTION

# To consider the format of the Visit Totnes Guide for 2023, its promotion and the budget. Document attached.

# 7. ELIZABETHAN MARKET

To consider caretaking support for the Elizabethan market in 2023. Verbal update.

**8. ARTS WORKING GROUP**

To consider the actions from the Arts Working Group held on 21st September 2022. Document attached.

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# 9. DATE OF NEXT MEETING

To note the date of the next meeting of the Council Matters Committee – Monday 14th November 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)*

# 10. BANK STATEMENTS AND RECONCILIATIONS (Standing Item)

To consider the bank statements and reconciliations for September. Documents attached.

# 11. CIVIC HALL ANNEX

To consider an update on the Civic Hall annex (commercial). Document attached.

# 12. GUILDHALL FLAT RENT

To consider the annual rent increase for the Guildhall Flat rent (effective December 2022) (commercial). Verbal update.

# 13. CHRISTMAS LIGHTS

To consider any future Council role in arranging the wider Christmas lights in the town (commercial). Verbal update.

# 14. TOWN CLOCKS

To re-review current and projected maintenance and repair costs as requested by Full Council. Document attached.

# 15. STAFFING UPDATE

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

Catherine Marlton

Town Clerk

5th October 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.**