

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

MONDAY 9<sup>TH</sup> JANUARY 2023 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 a meeting of the Council, on **Monday 9<sup>th</sup> January 2023 at 7.00pm** for a maximum of 120 minutes the purpose of transacting the following business:

### 1. 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.

### 2. 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.

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*The Committee will adjourn for the following items:*

Reports from County and District Councillors.

- a. County Cllr Hodgson – no document.
- b. District Cllr Birch – document attached.
- c. District Cllr Rose – no document.
- d. District Cllr Sweett – no document.

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*The Council will convene to consider the following items:*

### 3. CONFIRMATION OF MINUTES

To approve and sign the minutes of the following Meetings:

*(Please note confidential minutes can be agreed but any discussion must be held in Part 2)*

- a. Full Council 5<sup>th</sup> December 2022 – document attached.

To note the following minutes:

- b. Planning Committee 12<sup>th</sup> December 2022 – document attached.

### 4. CONSIDERATION OF ANY MATTERS ARISING REQUIRING A DECISION

To consider any matters arising from the Minutes and to approve any recommendations from Committees (document to follow):

*(Please note confidential minutes can be agreed but any discussion must be held in Part 2)*

- a. Full Council 5<sup>th</sup> December 2022.

b. Planning Committee 12<sup>th</sup> December 2022.

5. TAX BASE FOR 2023/24

To note the tax base for financial year 2023/24. Document attached.

6. CHRISTMAS LIGHTS

To consider a request from the Chamber of Commerce to take on responsibility for the town's Christmas lights from 2023. Document attached.

7. DRAFT 2023/24 BUDGET

To consider a draft budget for 2023/24. Documents attached.

8. CO-OPTION TO COUNCILLOR VACANCIES

To consider the applications for the Totnes Town and Totnes Bridgetown Councillor vacancies. Document attached.

9. EXTRAORDINARY MOTION: TOTNES RENEWABLE ENERGY SOCIETY ENERGY CLUB PROPOSAL

To consider the Totnes Renewable Energy Society (TRESOC) proposal to involve the Town Council in a Local Electricity Club, discuss the issue, provide the relevant data TRESOC have requested (redacted as appropriate) and take a decision on the proposal if deemed timely. Document attached.

10. COMMITTEE MEMBERSHIP

To consider the following (no document):

- a. Cllr Hendriksen's appointment to the Planning Committee.
- b. Cllr Paine's resignation from the Council Matters and Town Matters Committees.

11. CHAMBER OF COMMERCE COUNCILLOR REPRESENTATIVE

To consider any changes to the current Councillor representatives to the Chamber of Commerce (currently Cllrs Price and Skinner, proposed Cllr Bennett). No document.

12. LIST OF MEETING DATES

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

13. NEXT MEETING

To note the next meeting date of Monday 6<sup>th</sup> February 2023, 6.30pm public session, 7.00pm formal meeting in the Guildhall.

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*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.*

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14. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

To consider any recommendations or matters arising that are considered confidential in nature.

15. COMMUNITY FUNDRAISER

To consider a proposal for the Community Fundraiser post (staffing). Document to follow.

16. ELMHIRST PROJECT

To consider any budget allocation for legal advice linked to the Elmhirst Site project (commercial). Verbal update.

Agenda produced by:

Catherine Marlton

Town Clerk

4<sup>th</sup> January 2023

**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.

**John Birch**  
**SHDC Member for Totnes**

Report to the Totnes Town Council  
meeting to be held on Monday 9 January 2023

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I report on the following matters.

**Baltic Wharf Boatyard**

As previously reported the Baltic Wharf boatyard is under threat as the developer known as Acorn has housing development plans that could well result in the boatyard either shrinking or facing an uncertain future.

It has been advertising "investment opportunities" in respect of development at Baltic Wharf on Facebook and yet it has not submitted a planning application. It seems to be appealing for investment funding with a possible 8.5% return to carry out a development that will result in an uncertain future for the boatyard and the loss of employment opportunities in Totnes. Investors are offered a share of profits on completion.

It appears the Baltic Wharf boatyard's employment potential has been overlooked by its current owners. The housing development proposed by Acorn will in all probability eliminate all future business and employment opportunities resulting in a shrinking boatyard.

I along with fellow district councillor John McKay and town councillor Georgina Allen have launched a campaign to save the Baltic Wharf boatyard from an uncertain future. A website has been launched which sets out the case for a thriving future for the Baltic Wharf boatyard as opposed to another riverside housing development. This proposal has previously received the support of the Town Council.

The website link is <http://balticwharf.org.uk>

**St Mary's tackles Climate Emergency**

St Mary's Church, in its programme of renovation and renewal works, is taking action to reduce its carbon footprint and become net zero carbon by 2030. As part of this action plan the project team are in discussions with the Totnes Renewal Energy Society, better known as TRESOC, to explore the possible installation of solar panels on the church roof.

TRESOC was formed in 2007 by a group of Totnes residents concerned about the threat of depleting global oil and gas supplies and the impact of

climate change. It has nearly 15 years of experience delivering renewable energy projects across a range of technologies.

TRESOC is proposing the installation of community owned solar PV on St Mary's Church as part of its Totnes Solar Roofs for Energy Local Totnes project. The electricity that the church consumes on site will be sold to it at a discounted rate. The excess electricity that the church does not use will be sold into the Energy Local Totnes club, to provide low-cost electricity to local people.

It is proposed that the panels be installed on the south facing aspect of the roof, behind the parapet wall and so would not be visible from ground level or detract from the character or appearance of the Grade 1 Listed Building.

The discussions at an early stage and there are challenges along the way such as a structural survey to ensure the roof structure is sufficient. Then it will be necessary to obtain planning approval and listed building consent from South Hams District Council, which will involve input from Historic England. It will also be necessary to obtain permission from the Exeter Diocese which will involve input from heritage bodies.

Once all the permissions are in place the scheme can get underway. TRESOC will own, operate and maintain the solar panels and will raise the capital to install the panels through a community share-offer, which means all profits from the scheme will return to the local economy.

Cllr John Birch

SHDC Member for Totnes

2 January 2023



**DRAFT MINUTES FOR THE MEETING OF TOTNES TOWN COUNCIL**  
**MONDAY 5<sup>TH</sup> DECEMBER 2022 IN THE GUILDHALL**

Present: Councillors E Price (Chair), M Adams, S Collinson, J Cummings, J Hannam, R Hendriksen, J Hodgson, A Oliver and P Paine.

Apologies: Cllrs Allen, Bennett, Piper and Webberley, and District Cllr Sweett.

Not Present: Cllr Skinner, Stopp and Trow.

In Attendance: District Cllrs Birch and Rose, members of the press and public, C Marlon (Town Clerk), P Bethel (Town Sergeant).

**1. WELCOME TO ALL ATTENDING AND OBSERVING**

**2. 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 by majority.

*The Committee will adjourn for the following items:*

**Reports from County and District Councillors.**

- a. County Cllr Hodgson
- b. District Cllr Birch
- c. District Cllr Rose
- d. District Cllr Sweett

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

a. County Cllr (C Cllr) Hodgson gave a verbal update on: the road closure in Fore and High Street requested by Wales and West and Wildanet who have been asked to work together to minimise road closure disruption; the availability of free school meal vouchers for the Christmas holidays; and questions for the Devon County Council meeting including on bus services and the energy crisis. Cllrs asked about: the new traffic lights on the bypass where the opportunity to install a pedestrian crossing has been missed and C Cllr Hodgson said this was a frustration for all.

b. District Cllr (D Cllr) Birch had circulated a report in advance and gave a brief overview of the Baltic Wharf discussions, which as they are at a pre-application stage remain confidential between the developer and District Council. Cllrs asked about engagement with businesses at the boatyard at

Baltic Wharf, any assessment of its heritage status, and the ability of existing sewage infrastructure to service an additional 95 dwellings.

c. District Cllr Rose gave a verbal update on climate change work at South Hams District Council, conservation officers undertaking conservation appraisals for areas in the town, waste collections and community composting. Cllrs asked about the garden waste collections.

d. District Cllr Sweett had sent her apologies and had circulated a report in advance.

*The Council reconvened.*

### 3. 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)*

a. Full Council 7<sup>th</sup> November 2022.

It was **RESOLVED** to approve and sign the minutes.

To note the following minutes:

b. Council Matters 14<sup>th</sup> November 2022.

Noted.

c. Planning Committee 21<sup>st</sup> November 2022.

Noted.

d. Town Matters Committee 28<sup>th</sup> November 2022.

Noted.

### 4. 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)*

a. Full Council 7<sup>th</sup> November 2022.

No matters arising.

b. Council Matters 14<sup>th</sup> November 2022.

Item 6 - Public Works Loan Board. It was **RESOLVED** unanimously that the Town Council repays the Public Works Loan of approximately £36K.

Item 9 - Cemetery Grounds Maintenance Specification. It was **RESOLVED** unanimously that the grounds maintenance specification as drafted is adopted for the re-tender next year.

c. Planning Committee 21<sup>st</sup> November 2022.

Matters arising update on application 3136/22/OPA. The Clerk wanted to clarify with Cllrs that the objection that the Council has made to this application for the Former Dairy Crest Site is the Council's position regardless of whether draft policy C12 in the Neighbourhood Plan stands or fails examination. It was **AGREED** by majority that this is the case.

d. Town Matters Committee 28<sup>th</sup> November 2022.

Item 3 - Daisy and Rainbow Childcare. It was **RESOLVED** by majority that the Council writes to the local MP, South Hams District Council and Devon County Council with its concerns about the waiting list for children securing nursery places; the impact on the child's development and mental health; the ability of parents to work and the economic development of the town. Cllr Bennett will draft a letter for the Clerk's signature.

Item 4 – Town Decoration. It was **RESOLVED** by majority that bunting is put up in Fore and High Street at the end of April/early May for the Coronation and stays up until mid-September for summer events.

## **5. WAYFINDING**

a. **To note a verbal update on Phase 1 of the Wayfinding project – including the noticeboard proposed for the Market Square.**

The Clerk gave an update that Phase 1 of the Wayfinding project had gone well. There have been a few issues with sub-ground cabling preventing the installation of signs planned at the railway station and Market Square but these signs can be used in Phase 2 and alternative solutions have been found.

b. **To consider a list of locations for Phase 2 of the Wayfinding project for installation in February/March 2023.**

The Clerk explained that the report contained in the meeting papers was written following a walk around with Devon County Council Highways, Chamber of Commerce, Councillors and officers.

It was **RESOLVED**:

- To approve the budget rounded up to £27K to include any incidental spend on accessible route signage;
- To give the Clerk delegated authority in approving minor amends to the location of the signage as laid out in the report with the exception of location 2, 4, 16, 17 and 19 [see below];
- Location 2 Fore Street – that the blue 'restricted access' sign is moved below the '20mph' sign and a new 'welcome to Totnes' sign is erected with a planter below to deter flyposting.
- Location 4 The Narrows pedestrian access – that a pedestrian sign could be located anywhere above the King William pub Fore Street-Station Road junction and also outside Ben's Tapas.
- Location 16 The Plains fingerpost – that the new signage proposed is accepted;
- Location 17 The Plains roundabout approach signage – it is requested that the arrow to the town centre adds 'restrictions after X yards/metres'.
- 19 Restriction signage at Fore Street and Station Road – to defer discussion of this complex matter for discussion at the Traffic and Transport Forum Through the Planning Committee and then Full Council.

## **6. CLIMATE EMERGENCY**

a. **To consider the Climate Emergency budget.**

It was **RESOLVED** by majority to accept the budget as drafted.

b. **To review the Climate Emergency Working Group Councillor membership.**

The Clerk explained that three Councillors are required for a Working Group to be quorate. It was **RESOLVED** that Cllrs Hannam and Hendriksen become members of the Working Group.

## **7. ARTS AND EVENTS WORKING GROUP**

- a. To consider any urgent actions from the Arts and Events Working Group held on 16th November 2022.

It was **AGREED** to defer this item until the budget setting at Full Council in January 2023.

- b. To note the letter of support from the Chamber of Commerce regarding the Totnes Festival which will need to be considered when setting the budget.

Noted.

#### **8. CHAMBER OF COMMERCE COUNCILLOR REPRESENTATIVE**

To consider any changes to the current Councillor representatives to the Chamber of Commerce (currently Cllrs Price and Skinner, proposed Cllr Bennett).

It was **AGREED** to defer this item until January 2023.

#### **9. BUDGET FORECAST**

To note the latest budget forecast document for 2023/24. Councillors should note this does not required a decision, budget setting is scheduled for January 2023 Full Council.

Noted. The Clerk highlighted two amendments – an increase from £15K to £20K for the chapel roof based on quotes received, and an increase in CCTV funding for the Guildhall by £5K. The proposed staffing changes to be discussed under Part 2 will see a saving of £5K in the current financial year and £10K in FY 2023/24.

#### **10. LIST OF MEETING DATES**

To note a list of upcoming meeting dates.

Noted.

#### **11. NEXT MEETING**

To note the next meeting date of Monday 5<sup>th</sup> December 2022, 6.30pm public session, 7.00pm formal meeting in the Guildhall.

Noted.

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*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.*

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#### **12. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)**

To consider any recommendations or matters arising that are considered confidential in nature.

No recommendations.

#### **13. STAFFING RE-ORGANISATION**

To ratify changes to tasks re-organisation within the administrator positions.

It was **RESOLVED** to adopt the re-organisation as drafted.

#### **14. ELMHIRST PROJECT**

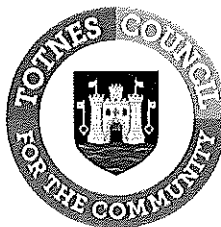
To consider an update on the Elmhirst Site project and a review of the financial position (commercial).

Noted

Cllr Emily Price

Mayor





## DRAFT MINUTES FOR THE PLANNING COMMITTEE

### MONDAY 12<sup>TH</sup> DECEMBER 2022 IN THE GUILDHALL

Present: Councillors G Allen (Chair), J Cummings, J Hodgson and P Paine.

Apologies: Cllrs Bennett and Collinson.

In Attendance: S Halliday (Governance and Projects Manager).

#### 1. WELCOME AND APOLOGIES FOR ABSENCE

**To receive apologies and to confirm that any absence has the approval of the Council.**

Cllr Allen read out a statement about how the meeting would be conducted and recorded.

The apologies were received and accepted.

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

#### PUBLIC QUESTION TIME

There were no members of the public present.

*The Committee reconvened Standing Orders.*

#### 2. ACORN UPDATE ON BALTIC WHARF PHASE 2

**To update on the latest proposals for the Baltic Wharf site from the developers TQ9 and Acorn.**

The Officer updated that Acorn had been in contact earlier in the day to postpone their presentation due to the cold weather and some of the team being based in Bristol. The item will be rescheduled for the January meeting.

#### 3. CONFIRMATION OF MINUTES

**To approve the minutes of 21<sup>st</sup> November 2022 and update on any matters arising.**

The minutes were approved as an accurate record of proceedings.

#### 4. PLANNING APPLICATIONS

**To make recommendations on the following planning applications:**

4a. 3679/22/FUL - Change of use from shop to residential of part of the ground floor & entire first & second floors comprising two dwellings & second floor roof conversion/extension. 92 High Street, Totnes, TQ9 5SW.

Objection for the following reasons:

- Loss of commercial space and the removal of storage space compromises the future use of this retail area.

- Evidence of housing need – the emerging Totnes Neighbourhood Plan identifies the need for small housing units for local people, not holiday accommodation. Where is the evidence of a need for holiday rental properties in the town?
- Lack of parking provision – this will put pressure on existing busy car parking facilities in the town.

The Committee requests that if the Planning Officer is minded to recommend approval of this application that it is called to DM Committee as a precedent could be set in creating holiday retail units.

4b. 3597/22/FUL - Regularisation of application 0332/19/FUL for the construction of a new two storey Passive House on a brownfield site currently occupied by three garages (retrospective). Garages 7, 9 & 11 Christina Park, Totnes.

Objection for the following reasons:

- The changes applied for retrospectively are unneighbourly and not in keeping with the street scene.
- The South and West elevations (additional windows and balcony) are overbearing on neighbouring properties and overlook these dwellings, something that the approved plans sought to prevent.
- Poor choice of material use – large windows to the west and north elevations and a glass balustrade may impact the wildlife corridor that this dwelling runs alongside, particularly for bats.
- External lighting – concerns about the impact on wildlife and particularly foraging bats.
- Flat Roof and choice of materials are not in keeping with the street scene.

The Committee's objections to application 0332/19/FUL made in May 2019 remain valid, namely:

- Limitations on external lighting on the rear of the property to reduce light spill onto the wildlife corridor;
- additional planting in the garden to screen the wildlife corridor.

The Committee requests that if the Planning Officer is minded to recommend approval of this application that it is called to DM Committee given the scale of retrospective planning applied for.

4c. 3539/22/HHO – Householder application for proposed single storey extension. 9 North Street, Totnes, TQ9 5NZ.

Support.

4d. 4156/22/LBC - Listed building consent for proposed upgrading of existing roof, new decked surface and replacement of balustrade. 53a Fore Street, Totnes, TQ9 5NJ.

Support in principle, but the Committee would prefer to see like for like (timber) balustrade in the conservation area.

4e. 3142/22/LBC – Listed building consent to remove existing slates & battens on south facade, remove windows, inspect, restore & repaint windows, re-hang slates on new battens & reinstate windows, all Lead details to Lead Sheet Association details. 44 Birdwood House, High Street, Totnes, TQ9 5SQ.

The Committee declared an interest in holding the lease for the neighbouring property.

Support.

and to note:

4f. 3932/22/LBC - Listed Building consent to create a backstage toilet facility. 44 Birdwood House, High Street, Totnes, TQ9 5NSQ.

Noted.

## 5. NEIGHBOURHOOD PLAN

**To consider an update on the Neighbourhood Plan regarding policy C12 – Former Dairy Crest Site and make a recommendation to Full Council on:**

**a. Whether the Council withdraws the policy from the Neighbourhood Plan or asks the Examiner to delete is as part of her report;**

To **RECOMMEND** to Full Council that the deletion of policy C12 from the Neighbourhood Plan is left to the Examiner.

**b. Whether the Council would support working with SHDC to draw up a programme of engagement with Fastglobe about the Dairy Crest Site with a view to amending the Neighbourhood Plan post-referendum and to consider forming a non-decision making Task and Finish Group of Councillors to take forward this engagement (reporting to the Planning Committee); and**

To **RECOMMEND** to Full Council that it works with South Hams District Council to draw up a programme and timeline for engagement on the former Dairy Crest Site.

It was **AGREED** to hold on the formation of a Task and Finish Group until the timeline and programme for engagement was set out and understood.

**c. To consider adding wording to the body of text of the Neighbourhood Plan from policy C12.**

To **RECOMMEND** to Full Council to include the wording of Policy C12 in the body of text in the Neighbourhood Plan, and that this revised plan is then sent to the Examiner.

## 6. S106 FROM FORMER DAIRY CREST SITE ALLOCATION

**To consider how any schemes or measures that would benefit from S106 contributions could be utilised on or in the vicinity of the former Dairy Crest Site.**

The following response to Devon Highways was **AGREED**:

Thank you for the opportunity to comment on possible S106. The Committee also shares concerns about the lack of parking spaces and turning areas for large vehicles. Please note that these comments relate not just to the current application but for any development on the former Dairy Crest Site. The Committee would wish to see any S106 invested in the following:

- Active travel measures to help address the AQMA action plan points.
- A public path through the site linking to the river.
- Improvements to the nearby riverside path which is regularly eroded.
- Improvements to public transport links and e-bikes on site.

**7. PAVEMENT LICENCE APPLICATION**

**To make recommendations on a pavement licence application for Zappa's, 11 High Street, Totnes, TQ9 5NN for 2 x tables and 6 x chairs.**

The Committee supports this application.

**8. TRAFFIC AND TRANSPORT FORUM**

**To consider any recommendations from the Traffic and Transport Forum held on 30th November 2022.**

Noted.

**9. EVENTS ON SOUTH HAMS DISTRICT COUNCIL LAND**

**To note the following events taking place on South Hams District Council land:**

- a. Head of the Dart SUP [Stand Up Paddleboard] Challenge, Saturday 29th April 0630-1800hrs, Longmarsh Green Space and Car Park.**

Noted.

**10. DATE OF NEXT MEETING**

**To note the date of the next meeting of the Planning Committee – Monday 23<sup>rd</sup> January 2023 at 6.30pm in the Guildhall.**

Noted.

Sara Halliday  
Governance and Projects Manager

## ITEM 4 – CONSIDERATION OF RECOMMENDATIONS

### 4a. Full Council, 5<sup>th</sup> December 2022

No recommendations.

### 4b. Planning Committee, 12<sup>th</sup> December 2022

5. To consider an update on the Neighbourhood Plan regarding policy C12 – Former Dairy Crest Site and make a recommendation to Full Council on:

a. Whether the Council withdraws the policy from the Neighbourhood Plan or asks the Examiner to delete it as part of her report;

To **RECOMMEND** to Full Council that the deletion of policy C12 from the Neighbourhood Plan is left to the Examiner.

b. Whether the Council would support working with SHDC to draw up a programme of engagement with Fastglobe about the Dairy Crest Site with a view to amending the Neighbourhood Plan post-referendum and to consider forming a non-decision making Task and Finish Group of Councillors to take forward this engagement (reporting to the Planning Committee); and

To **RECOMMEND** to Full Council that it works with South Hams District Council to draw up a programme and timeline for engagement on the former Dairy Crest Site.

It was **AGREED** to hold on the formation of a Task and Finish Group until the timeline and programme for engagement was set out and understood.

c. To consider adding wording to the body of text of the Neighbourhood Plan from policy C12.

To **RECOMMEND** to Full Council to include the wording of Policy C12 in the body of text in the Neighbourhood Plan, and that this revised plan is then sent to the Examiner.

# ITEM 5 – TAX BASE FOR 2023/24

The tax base from 2022/23 to 2023/24 has increased as shown below.

Taxbase for 2023/24 (the number of properties over which Council Tax is charged)	
Taxbase for 2022/23	2,926.48
Changes to taxbase in 2022/23	47.07
Taxbase for 2023/24	2,973.55
Nb. This is not a monetary value	

This means that if the precept request for 2023/24 remains as £545,966 then there is a reduction to the average Band D of 1.58%

Select your parish from the drop down list:	<b>Totnes</b>		Please enter your budget requirement (precept) for 2023/24 in the yellow box below									
<b>Parish Precept 2022/23 (for illustrative purposes only)</b> <table border="1"> <thead> <tr> <th>Number of Band D equivalent properties</th> <th>Parish Band D Rate</th> <th>Precept</th> </tr> </thead> <tbody> <tr> <td>2,926.48</td> <td>£186.57</td> <td>£545,986</td> </tr> </tbody> </table>			Number of Band D equivalent properties	Parish Band D Rate	Precept	2,926.48	£186.57	£545,986	<div style="border: 1px solid black; padding: 10px; text-align: center;"> <b>£545,986</b> </div>			
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Nb. This is not a monetary value												

If Councillors were to keep the Band D at £186.57 per annum the precept would increase to £554,765 because of the increase in households.

Select your parish from the drop down list:	<b>Totnes</b>		Please enter your budget requirement (precept) for 2023/24 in the yellow box below									
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Number of Band D equivalent properties	Parish Band D Rate	Precept										
2,926.48	£186.57	£545,986										
<b>Taxbase for 2023/24 (the number of properties over which Council Tax is charged)</b> <table border="1"> <tbody> <tr> <td>Taxbase for 2022/23</td> <td>2,926.48</td> </tr> <tr> <td>Changes to taxbase in 2022/23</td> <td>47.07</td> </tr> <tr> <td>Taxbase for 2023/24</td> <td>2,973.55</td> </tr> <tr> <td colspan="2">Nb. This is not a monetary value</td> </tr> </tbody> </table>			Taxbase for 2022/23	2,926.48	Changes to taxbase in 2022/23	47.07	Taxbase for 2023/24	2,973.55	Nb. This is not a monetary value		<p>As advised, CTSG is no longer payable</p> <p>The Band D parish rate will be: £186.57  This is an increase/(decrease) of: (£0.00) or 0.00%  (in comparison to 2021/22)</p>	
Taxbase for 2022/23	2,926.48											
Changes to taxbase in 2022/23	47.07											
Taxbase for 2023/24	2,973.55											
Nb. This is not a monetary value												

Other projections on Band D changes are shown in the budget setting spreadsheet.

## ITEM 6 – CHRISTMAS LIGHTS

Extracts of email from Chamber of Commerce to the Clerk:

I can confirm we [Chamber of Commerce] are officially requesting a handover of this responsibility [the Christmas lights] mainly due to the fact that we simply don't have the resources to keep this going in terms of budget or manpower.

This year will run as previous years as you have outlined – we have organised the insurance, the lights and power boxes have been PAT tested and we can sign off on rigging once they come down again in January.

We have tried unsuccessfully to get lighting companies to come and evaluate what we need/what is viable given the low level of many of the rigging points and the placement of the power sources. We are also looking at the cost to just replace what we have. We will ask Kingsbridge and Brixham who does their lights – we did this a few years ago but it didn't result in any good leads.

Once this year's lights are all paid for I will let you know how much of the lights grant is left.

I have not had this year's invoices in yet from [REDACTED] [South Hams District Council] or [REDACTED] which I am expecting to be higher than previous years. We will have a better idea of costs/budgets once this is all finalised.





ITEM 7	Budget Planning - 2023/24				2022/23 Current		OPTION A	Projected for	Projected for	Comments on 23 24 proposed budget
	20/21 YEAR END	21/22 YEAR END			No increase in Band D (increase tax base)	2024/25	2025/26			
	Actual 31st March 2021 YEAR END	Actual 31st March 2022 YEAR END	Current Agreed budget	Expected year end	2023/2024 PROPOSED BUDGET	2024/25 PROJECTED (5% inflation and 5% precept increase)	2025/26 PROJECTED (5% inflation and 5% precept increase)			
1										
2	246894	294138	360000	354600	411865	432458	454081	A reduction could be considered by reviewing vacancies or fixed term contracts.		
3	2287	4244	4500	4500	3500	3675	3859	A reduction could be considered		
4	2575	1930	2500	2500	2750	2888	3032			
5	2343	2932	3200	3200	3500	3675	3859			
6	1564	1100	1750	1750	2300	2415	2536			
7	1496	1536	1600	1600	1600	1680	1764			
8	3009	4463	4000	4000	4400	4620	4851			
9	11032	53812	10000	18000	10000	10500	11025			
10	7431	7514	25000	26105	29000	30450	31973			
11	293	3696	5000	5000	7500	5000	5000	Expanding IT infrastructure to top flat To include new TC signage, noticeboard and extended CCTV.		
12	5082	1999	5000	5000	15000	5000	5250			
13		258	750	750	1325	1391	1461			
14		1322	1500	1500	1650	1733	1819			
15		-40	0	0	0	0	0			
16	284006	378904	424800	428505	494390	505485	530509			
17										
	Actual 31st March 2021 YEAR END	Actual 31st March 2022 YEAR END	Current Agreed budget	Expected year end	2023/2024 PROPOSED BUDGET	2024/25 PROJECTED (5% inflation and 5% precept increase)	2025/26 PROJECTED (5% inflation and 5% precept increase)			
18	0	557	410	410	450	473	496			
19	743	959	5750	5750	5750	5750	5750	A reduction could be considered		
20	0	0	0	-683	0	0	0			
21	0	110	200	200	220	220	220			
22	0	7	200	200	300	300	300			
23	2069	356	1500	1500	2500	1500	1575	Allow for 8 more ipads at £265 each + set- up		
24	1085	210	800	800	1120	1120	1120	£70 x 16 Councillors		
25	0	9524	6000	0	12000	6000	6300			
26	2436	4747	8450	9371	35000	25000	25000	To include erecting town lights - other cuts could be considered?		
27	3152	2644	6560	6560	7200	7560	7938	£450 x 16 Councillors		
28	9485	19114	29870	24108	64540	47922.5	48699			

29	Tourism	Actual 31st March 2021 YEAR END	Actual 31st March 2022 YEAR END	Current Agreed budget	Expected year end	2023/2024 PROPOSED BUDGET	2024/25 PROJECTED (5% inflation and 5% precept increase)	2025/26 PROJECTED (5% inflation and 5% precept increase)	
30	Visit Totnes Marketing and event sponsorship	6108	18966	25000	25000	29500	30000	30000	A reduction could be considered
31	Other TIC expenditure (Postage, Uniform, Stationery etc)	275	306	250	250	275	289	303	
32	Bank Charges / Paypal	0	33	200	50	50	53	55	
33	Totnes Guide Map	3135	12308	12000	12000	6200	6510	6836	
34	Totnes Guide Map advertising income	-468	-12283	-8000	-11200	-6500	-6825	-7166	A reduction could be considered
35	Poster and Planter Advertising income		-3289	-2000	-800	-500	-525	-551	
36	SUB TOTAL	9050	16041	27450	25300	29025	29501	29476	
37	Guildhall	Actual 31st March 2021 YEAR END	Actual 31st March 2022 YEAR END	Current Agreed budget	Expected year end	2023/2024 PROPOSED BUDGET	2024/25 PROJECTED (5% inflation and 5% precept increase)	2025/26 PROJECTED (5% inflation and 5% precept increase)	
38	Cleaning	-2456	2644	3000	3000	6500	6825	7166	Additional cleaning with upstairs flat
39	Building Maintenance	191	6554	5000	5000	10000	5000	5000	To include work to convert flat
40	Business Rates	6113	6113	6500	6113	10000	10500	11025	Increased to include upstairs flat
41	Water	333	269	200	200	500	525	551	Increased to include upstairs flat
42	Utilities	3894	4801	5000	5000	25000	26250	27563	Expect large increase with energy prices
43	Equipment Maintenance	1291	5996	1200	1200	1320	1386	1455	Increase & use of upstairs flat as offices
44	Wedding Licence renewals and marketing	0	2434	1000	1000	1000	1000	1000	
45	Admissions income	0	0	-3000	-2699	-3000	-3000	-3000	
46	Hire income (weddings, etc)	-832	-4478	-2750	-2925	-3000	-3000	-3000	
47	SUB TOTAL	13446	24333	16150	15889	48320	45486	47760	
48	Civic Hall	Actual 31st March 2021 YEAR END	Actual 31st March 2022 YEAR END	Current Agreed budget	Expected year end	2023/2024 PROPOSED BUDGET	2024/25 PROJECTED (5% inflation and 5% precept increase)	2025/26 PROJECTED (5% inflation and 5% precept increase)	
49	Cleaning and supplies	1226	4605	5500	5500	5500	5775	6064	
50	Feed in Tariff	2762	2501	2000	2000	2700	2835	2977	
51	Water	1361	1055	1500	1500	1500	1575	1654	
52	Utilities	1762	3044	4000	4000	12000	12600	13230	
53	Building Maintenance	2969	13955	200000	18500	60000	20000	21000	Replacement roof and pointing of Annexe plus general maintenance. Could we consider doing a basic repair?
54	Licences	70	70	100	70	70	74	77	
55	Misc & Marketing Civic Hall	0	26	750	750	750	788	827	
56	Equipment Maintenance	3320	4299	5000	5000	20000	5000	5250	Boiler contingency £15k
57	Peige Adams Grant towards Caretaking, Cleaning and Management costs	-7500	-30000	-33500	-33500	-33500	-35175	-36934	
58	Feed in tariff income and Water refund income	-6728	-6304	-5200	-5200	-6800	-7140	-7497	
59	Equipment sales	0	-1000						

60	SUB TOTAL	-758	-7749	180150	-1380	62220	6331	6648	
61	Property Maintenance	Actual 31st March 2021 YEAR END	Actual 31st March 2022 YEAR END	Current Agreed budget	Expected year end	2023/2024 PROPOSED BUDGET	2024/25 PROJECTED inflation and 5% precept increase	2025/26 PROJECTED (5% inflation and 5% precept increase)	
62	Guildhall Cottage Maintenance	361	588	1000	1000	1000	1050	1103	Pay off loan in 22/23
63	Flat 5a Loan repay	9148	9148	9150	36000				
64	Flat 5a Maintenance	275	1853	1000	1000				REMOVE - covered in Guildhall Buildings Maintenance
65	Guildhall Office Maintenance	309	13						9.50%
66	Property Management Fees	2089	2001	2000	2000	1140	1197	1257	Eastgate lease ends Sep 23. Only service and maintenance of clock required.
67	Eastgate Clock (Rent, Utilities and Maintenance)	3127	1437	2250	1800	400	420	441	
68	Museum Maintenance	-3230	198	5000	5000	5500	5775	6064	
69	Museum Rent income	-1	-1	-1	-1	-1	-1.05	-1	
70	Eastgate Clock Rental	-3	-3	-3	-3	-3	-3.15	-3	
71	Guildhall Cottage Income (est. £1000 per month)	-10200	-10756	-11700	-11700	-12000	-12250	-12500	
72	Flat 5a Rental Income (est. £900 per month)	-8340	-8660	-9300	-9300				No rent if office expands to top flat
73	SUB TOTAL	-6465	-4182	-604	25796	-3964	-3812	-3640	
74	Cemetery	Actual 31st March 2021 YEAR END	Actual 31st March 2022 YEAR END	Current Agreed budget	Expected year end	2023/2024 PROPOSED BUDGET	2024/25 PROJECTED (5% inflation and 5% precept increase)	2025/26 PROJECTED (5% inflation and 5% precept increase)	
75	Business Rates	4441	4441	4750	4441	4441	4663	4896	
76	Water	144	173	150	150	175	184	193	
77	Waste collection		706	550	550	350	368	386	
78	Grounds Maintenance (Grass cutting and tree work)	18009	20613	23000	23000	25000	26250	27563	
79	Works and Maintenance (Paths, Fences, etc)	1357	-32	500	500	500	525	551	Most covered by TMO now
80	Chapel	150	0	1000	500	20000	500	525	Roof replacement contingency
81	Cemetery Fees Income	-11435	-12000	-8000	-8400	-10000	-10500	-11025	
82	SUB TOTAL	12666	13901	22450	20741	40466	21989	23089	
83	Open Spaces	Actual 31st March 2021 YEAR END	Actual 31st March 2022 YEAR END	Current Agreed budget	Expected year end	2023/2024 PROPOSED BUDGET	2024/25 PROJECTED (5% inflation and 5% precept increase)	2025/26 PROJECTED (5% inflation and 5% precept increase)	
84	General Maintenance	80	162	500	500	550	578	606	Remedial works to walls
85	St Marys Churchyard (Walls and trees)	322	857	500	500	3000	1000	1050	
86	Castle Meadow Maintenance	800	108	100	100	100	105	110	
87	Allotments Income	-208	-200	-200	-200	-200	-200	-200	
88	SUB TOTAL	994	927	900	900	3450	1483	1567	

89	Precept and Income	Actual 31st March 2021 YEAR END	Actual 31st March 2022 YEAR END	Current Agreed budget	Expected year end	2023/2024 PROPOSED BUDGET	2024/25 PROJECTED (5% inflation and 5% precept increase)	2025/26 PROJECTED (5% inflation and 5% precept increase)	
90	Bank Charges	98	104	100	180	250	263	276	
91	Precept and Income	-535280	-545986	-545986	-545986	-554765	-582503	-611628	Based on increased tax base figures - this could fluctuate in future years.
92	Council Tax Grant (ended after 20/21)	-10020							
	Investment Interest				-1200	-1500	-1500	-1500	
93	Charity of Poige Adams RATE ABATEMENT	0	0	-105000	0	-100000	0	0	To cover CH Annexe roof & windows cost
94	SUB TOTAL	-545202	-545882	-650886	-547006	-656015	-583741	-612853	
95	Community Development	Actual 31st March 2021 YEAR END	Actual 31st March 2022 YEAR END	Current Agreed budget	Expected year end	2023/2024 PROPOSED BUDGET	2024/25 PROJECTED (5% inflation and 5% precept increase)	2025/26 PROJECTED (5% inflation and 5% precept increase)	
96	S137 and Community Grants	44168	52508	50000	50000	50000	50000	50000	A reduction could be considered
97	Skate Park		0	13200	13200	0	0	0	
98	Neighbourhood Plan/Planning	2595	3720	1000	3140	0	0	0	
99	Arts and Culture	5413	9500	31950	38342	26000	25000	25000	A reduction could be considered
100	Public Realm and Community Assets Projects	16564	22938	227865	85537	73700	25000	25000	A reduction could be considered - delay traffic calming?
101	Heritage Support	0	0	0	0	0	0	0	
102	Climate Change/Green Travel	3986	2312	10000	10000	10000	10500	11025	
103	Public Toilets	11024							
104	Electric van purchase	14790							
105	TMO tools	461							
	COVID-19	20566	0						
103	Grant Funding/Project income	-84500	-34370	-19585	-19585	0	0	0	
104	SUB TOTAL	£35,067	£56,608	£314,430	£180,634	£159,700	£110,500	£111,025	
105	TOTAL	-£187,711	-£47,985	£364,710	£173,487	£242,132	£181,144	£182,279	

2023 - 2024 - proposed	BUDGET	NOTES
<b>PUBLIC REALM and COMMUNITY ASSETS PROJECTS</b>	<b>73700</b>	Annual total allocation
Totnes Gardens	-2500	
Replacement plants and repairs to planters over the year	-1200	
Public Seating and benches	-10000	Is this a priority?
Planting of flowers/beds/new planters	-10000	Is this a priority?
Traffic Calming Measures / CCTV	-50000	Could this be postponed for a couple of years?
<b>TOTAL</b>	<b>0</b>	

2023 - 2024 - proposed	BUDGET	NOTES
<b>ARTS AND CULTURE</b>	<b>26000</b>	Annual total allocation
Arts and event grants	-5000	Is this a priority?
Christmas late nights	-13000	
Public art	-2000	
Bunting	-3000	
Christmas light switch on	-3000	
<b>TOTAL</b>	<b>0</b>	

2023 - 2024 - proposed	BUDGET	NOTES
<b>COMMUNITY OUTREACH</b>	<b>35000</b>	Annual total allocation
Civic Square Lights and Trees	-3000	
Additional lighting around Christmas - Rotherfold/plains/Sgarden	-3000	
New Christmas lighting contingency	-25000	
Totnes Directory Updates	-2000	
Defibrillator Pads/Serviceing	-500	
Facebook/Comms	-500	
Community Consultation events/marketing material as required	-1000	
<b>TOTAL</b>	<b>0</b>	

2023 - 2024 - proposed	BUDGET	NOTES
<b>VISIT TOTNES - GUIDE /MAP</b>	<b>6200</b>	Annual total allocation
Design	-1800	
Print	-2900	
Distribution	-1500	
<b>TOTAL</b>	<b>0</b>	Projected income £6,500

2023 - 2024 - proposed	BUDGET	NOTES
<b>VISIT TOTNES TOURISM, MARKETING AND EVENTS</b>	<b>29500</b>	Annual total allocation
x3 Events	-12000	Is this a priority?
Memberships (Visit Devon, Visit South Devon, Visit Dartmoor)	-1700	
AI Tracking	-600	
website	-2500	
Content (video/images etc)	-1900	
Direct mail	-250	
Advertising (print, social media, paid promotion, poster etc)	-9750	
competitions	-300	
Planter sundries	-500	
<b>TOTAL</b>	<b>29500</b>	

Band D impact 23/24	Precept	Band D	change			
			p/year	p/month	p/week	p/day
Option A - no increase	£554,765.00	£186.57	0	0	0	0
Option B - 5% increase	£573,285.30	£195.90	£9.33	£0.78	£0.18	£0.03
Option C - 10% increase	£600,584.60	£205.22	£18.65	£1.55	£0.36	£0.05
Option D - 15% increase	£627,883.90	£214.55	£27.98	£2.33	£0.54	£0.08
Option E - 20% increase	£655,183.20	£223.88	£37.31	£3.11	£0.72	£0.10



Reserves impact	OPTION A No increase in Band D	OPTION B 5% increase in Band D	OPTION C 10% increase in Band D	OPTION D 15% increase in Band D	OPTION E 20% increase in Band D
Reserves at the start of 2022/23	£705,308	£705,308	£705,308	£705,308	£705,308
Total estimated reserves as end of 2022/23	£531,821	£531,821	£531,821	£531,821	£531,821
Expected 2023/24 outturn (spend from reserve)	£242,132	£214,394	£186,656	£158,917	£131,179
Total estimated reserves as end of 2023/24	£289,689	£317,427	£345,166	£372,904	£400,642
<b>Reserves impact for following 2 years - assuming both years increase 5% on precept</b>					
Expected 2024/25 outturn (spend from reserve) with 5% increase for inflation to most costs and 5% precept increase.	£181,144	£181,144	£181,144	£181,144	£181,144
Total estimated reserves as end 2024/25	£108,545	£136,283	£164,021	£191,760	£219,498
Expected 2025/26 outturn (spend from reserve) with 5% increase for inflation to most costs and 5% precept increase.	£182,279	£182,279	£182,279	£182,279	£182,279
Total estimated reserves as end 2025/26	-£73,734	-£45,996	-£18,258	£9,480	£37,219

Minimum reserve level of £250,000 is recommended - options in red are below this level

Possible cuts in spending to preserve healthy reserve levels over the next 3 years	Saving 23/24	Saving 24/25	Saving 25/26	TOTAL by project over 3 years
3 Visit Totnes events for the town	£12,000	£12,000	£12,000	£36,000
Delay Community Fundraiser appointment	£18,750	£19,700	£20,650	£59,100
Arts and Events Grant pot	£5,000	£5,000	£5,000	£15,000
S137/Community Grants	£50,000	£50,000	£50,000	£150,000
Traffic Calming / CCTV	£50,000	£0	£0	£50,000
Public Seating and benches	£10,000	£10,000	£10,000	£30,000
New planting and new planters and trees	£10,000	£10,000	£10,000	£30,000
Doing a repair only on the Civic Annex	£20,000	£0	£0	£20,000
Doing a repair only on the Chapel roof	£10,000	£0	£0	£10,000
<b>Total by financial year</b>	<b>£185,750</b>	<b>£106,700</b>	<b>£107,650</b>	<b>£400,100</b>



## ITEM 8 – CO-OPTION TO COUNCILLOR VACANCIES

Two expressions of interest in co-option vacancies have been received, see below:

### Applicant A

I write to apply for the vacancy of Town Councillor.

I have lived in Totnes for 31 years and previous to that spent all my school holidays in Totnes with my grandparents. So I have always seen Totnes as my home town. I also attended secondary school in Totnes.

I work for a local Primary Care Network covering 5 GP surgeries in the South Hams. My career has been in Pharmacy for over 20 years and, my current role is to ensure that everyone receives the same care no matter where they live or their age. Ensuring equality for all.

I have recently been involved with the local community trying to raise support to stop the development of KEVICC's lower school known as the Elmhirst site, supporting the TTC bid. Setting up the save our green space picnic and then the WhyThisField campaign group. Since being involved with this I have met many people in the town, some of whom approach me and say you're the lady who is trying to save the field, therefore making me a very approachable person.

I previously supported many years ago the local playgroup as treasurer before the nursery became the children's centre at Bridgetown.

Totnes is a very diverse and alternative town and I see it as important for it to maintain this status.

I feel it is very important that the community have a say in what they wish for their town and environment and would like to be a voice for people and feel that by becoming a town councillor I would be able to do this for them.

### Applicant B

I would like to apply for the co-opted town Councillor role.

I retired from Devon and Somerset fire and Rescue service (DSFRS) at the end of 2021 having served for just under twenty Seven years and believe that the knowledge and experience gained during this time would be useful to the town council.

I have a passion for public service and would like to give some time back to Totnes and its people having benefited from living here for almost twenty eight years..

I believe that Totnes has great potential for many reasons including its culture, history, location, local environment and transport links. However I currently see the town missing this potential due in part to local district politics, but also to the lack of a clear, medium to long term vision and joined up plan.

I know that the Town Council has limited powers and responsibilities in many areas but if it could bring together many of the wide and varied groups, residents and businesses

throughout the town behind a vision for the future of Totnes its influence for change could be significant.

I believe my history of integrated planning and change management using design thinking and appreciative inquiry would be helpful in achieving this.

I have given a short list of some of my knowledge, experience and work history that I feel would be most relevant but am happy to discuss these in greater detail.

- Head of Corporate planning and strategic analysis, responsible for
  - Producing DSFRS Integrated Risk Management plan which details how the organisation will provide its statutory and non statutory services to meet the risks identified by detailed analysis and public consultation.
  - Preparing the service for inspection by Her(His) majesty's inspectorate of Police and Fire and Rescue Services.
  - Oversight of change initiatives throughout the service.
  - Project executive for new risk management IT system.
- Head of Community safety and risk, responsible for
  - Delivering DSFRS community safety initiatives including, statutory fire safety inspection and regulation, home fire safety, road safety, safeguarding services, arson prevention and investigation, youth training programmes.
- Group manager for South Devon, responsible for
  - The delivery of DSFRS response throughout South Devon and Torbay
  - Statutory member of Community safety partnerships
  - Multi agency initiatives for road safety and health and wellbeing.

#### Relevant qualifications and skills

- Post Graduate diploma in strategic leadership and management (CMI)
- Multi Agency Gold Incident command (MAGIC)
- Hazardous Materials and Environmental Protection Advisor
- Specialist rescue advisor and water incident manager (wide scale flooding)
- Leadership and people management.
- Change management
- Investigations
- Understanding of Public sector governance and standards.

I meet the eligibility requirements to become a town councillor

Thank you for considering my application

ITEM 9 – EXTRAORDINARY MOTION: TOTNES RENEWABLE ENERGY SOCIETY ENERGY CLUB PROPOSAL

The Clerk has received the following email:

We the undersigned, petition the Chair of Council, to table a special motion at next Monday's Full Council, to the effect that we reverse the 6 month rule to consider the TRESOC proposal to involve the Town Council in a Local Electricity Club, discuss the issue, provide the relevant data TRESOC have requested (redacted as appropriate) and take a decision at on the proposal if deemed timely.

Cllr Jacqi Hodgson  
Cllr Georgina Allen  
Cllr Ben Piper  
Cllr Ray Hendriksen  
Cllr Sarah Collinson  
Cllr John Cummins

The Council Matters Committee of 23<sup>rd</sup> September 2022 considered this issue and the extract from the minutes is below:

**9. To consider the Totnes Renewable Energy Society's energy club proposal for use of the solar panels on the Civic Hall.**

It was unanimously **AGREED** to delay joining the TRESOC energy club at the current time due to the volatility of the market but to review this in 6 months time at the March Council Matters meeting.

As set out in Standing Orders Section 11, three or more Councillors have asked for the decision made by Committee to be reviewed within the 6 month period.

## ITEM 12 – LIST OF MEETING DATES

### January

Full Council – 9<sup>th</sup> January at 6.30pm

Council Matters Committee – 16<sup>th</sup> January at 6.30pm

Climate Emergency Working Group – 17<sup>th</sup> January at 6.30pm

Planning Committee – 23<sup>rd</sup> January at 6.30pm

Arts and Events Working Group – 25<sup>th</sup> January at 12.00pm

Traffic and Transport Forum – 25<sup>th</sup> January at 6.30pm

Town Matters Committee – 30<sup>th</sup> January at 6.30pm

### February

Full Council – 6<sup>th</sup> February at 6.30pm

Council Matters Committee – 13<sup>th</sup> February at 6.30pm

Planning Committee – 20<sup>th</sup> February at 6.30pm

Council Assets and Public Realm Working Group – 21<sup>st</sup> February at 12.00pm

Climate Emergency Working Group – 21<sup>st</sup> February at 6.30pm

Traffic and Transport Steering Group – 22<sup>nd</sup> February at 6.30pm if required

### March

Full Council – 6<sup>th</sup> March at 6.30pm

Council Matters Committee – 13<sup>th</sup> March at 6.30pm

Arts and Events Working Group – 15<sup>th</sup> March at 12.00pm

Planning Committee – 20<sup>th</sup> March at 6.30pm

Climate Emergency Working Group – 21<sup>st</sup> March at 6.30pm

Town Matters Committee – 27<sup>th</sup> March at 6.30pm

Traffic and Transport Steering Group – 29<sup>th</sup> March at 6.30pm if required