

**MINUTES FOR THE MEETING OF TOTNES TOWN COUNCIL**

**MONDAY 6TH FEBRUARY 2023 IN THE GUILDHALL**

## Present: Councillors E Price (Chair), T Bennett, S Collinson, J Cummings, J Hannam, R Hendriksen, J Hodgson, P Paine, B Piper, L Smallridge and L Webberley.

Apologies: Cllrs Adams, Allen and Peters, and District Cllrs Birch, Rose and Sweett.

Not Present: Cllr Skinner.

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

### **WELCOME TO ALL ATTENDING AND OBSERVING**

### **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 agreed unanimously.

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

**Reports from County and District Councillors.**

1. **County Cllr Hodgson**
2. **District Cllr Birch**
3. **District Cllr Rose**
4. **District Cllr Sweett**

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

a. County Cllr (C Cllr) Hodgson gave a verbal update on her report: HATOC meeting and agreement to the pedestrian crossing near The Lamb (with community consultation and funding by the Town Council); Devon County Council (DCC) setting a budget to safeguard social care and services for children, and halving of the County Councillor locality budget; waste management; potholes; bus users forum.

b. District Cllr (D Cllr) Birch had sent his apologies and had circulated a report in advance.

c. District Cllr Rose had sent his apologies and had not circulated a report.

d. District Cllr Sweett had sent her apologies and had not circulated a report.

*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 9th January 2023.**

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

**To note the following minutes:**

**b.** **Council Matters Committee 16th January 2023.**

Noted.

**c. Planning Committee 23rd January 2023.**

Noted.

**d. Town Matters Committee 30th January 2023.**

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 9th January 2023.**

No matters arising.

**b. Council Matters Committee 16th January 2023.**

The recommendation in item 3b will be considered as separate Full Council item 5.

**c. Planning Committee 23rd January 2023.**

Item 5 - Scaffolding on Bogan House. It was **RESOLVED** unanimously that the Council emails Devon Highways to say that it will support the erection of scaffolding on Bogan House and for it to remain in place over the summer months to enable essential works to be completed. The Council would request that all necessary safety measures are taken given this busy location in the town, including covering/wrapping the scaffold if appropriate.

**d. Town Matters Committee 30th January 2023.**

Item 4 - Arrangements for the Christmas Lights Switch On 2023. It was **RESOLVED** unanimously that the community Christmas Lights Switch On takes place on Tuesday 28th November from 3-6pm, and that officers make the necessary arrangements to secure entertainment, refreshments and crafting activities (as set out in the note) within the budget set for financial year 2023/24.

### **5. BUDGET SAVINGS FOR 2023/24**

**To consider budget saving of £90K for financial year 2023/34.**

### It was **RESOLVED** unanimously that the following savings (totalling £90,000) are taken in the 2023/24 budget:

|  |  |
| --- | --- |
| RECOMMENDED CUTS | SAVING 2023/24 |
| Remove Arts and Events Grant Pot | £5,000 |
| Reduce S137/Community Grants | £25,000 |
| Remove CCTV and Traffic Calming | £50,000 |
| Reduce Public Seating and Benches | £5,000 |
| Reduce New planting and new planters and trees | £5,000 |
| TOTAL SAVING | £90,000 |

**6. TRANSPORT SCHEMES**

**To consider an update of the transport schemes in the Traffic & Transport Policy and Strategy.**

It was **RESOLVED** unanimously to support the recommendations made in the report. A vote of thanks was extended to the Sustainability Officer for this work.

**7. COMMITTEE MEMBERSHIP**

**To consider the following:**

**a. Cllr Allen and Cllr Peters’ appointment to the Council Matters Committee.**

It was **RESOLVED** unanimously to accept Cllrs Allen and Peters’ appointment to the Council Matters Committee

**b. Cllr Smallridge’s appointment to the Planning and Town Matters Committees.**

It was **RESOLVED** unanimously to accept Cllr Smallridge’s appointment to the Planning and Town Matters Committees.

**8. LIST OF MEETING DATES**

**To note a list of upcoming meeting dates.**

Noted.

### **9. NEXT MEETING**

**To note the next meeting date of Monday 6th March 2023, 6.30pm public session, 7.00pm formal meeting in the Guildhall.**

Noted.

*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.*

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

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

No recommendations.

### **11. GROUNDS MAINTENANCE TENDER**

**To consider grounds maintenance tenders received for Totnes cemetery and Castle Meadow (commercially sensitive).**

It was **RESOLVED** unanimously that the maintenance contract is awarded to Glendale on the condition that other options are explored over the next few months with the new Council. Councillors were particularly keen to consider employing someone to undertake the work or consider increasing hours for existing staff to cover the cemetery maintenance, but a report will be needed listing costs in terms of management time, employment costs, equipment purchasing and maintenance, insurances, cover arrangements for absence. This contract must be reviewed before the end of the 12-month anniversary of start.

### **12. TRESOC ENERGY CLUB PROPOSAL**

### **To reconsider the Totnes Renewable Energy Society’s (TRESOC) energy club proposal for use of the solar panels on the Civic Hall (commercially sensitive).**

### It was **RESOLVED** to join the Totnes Energy Club for a 12 month period subject to the loss underwriting by TRESOC being confirmed in writing.

### **13. ELMHIRST PROJECT (Standing Item)**

**To consider any update on the Elmhirst Site project (commercial).**

There was no new information to update Council with.

Cllr Emily Price

Mayor