

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

**MONDAY 15TH MAY 2023 IN THE GUILDHALL**

## Present: Councillors E Price (Chair), G Allen, L Auletta, T Bennett, S Collinson, T Cooper, J Cummings, J Hannam, J Hodgson, D Peters, B Piper, A Presswell and L Smallridge.

Apologies: None.

## In Attendance: members of the press and public, C Marlton (Town Clerk), P Bethel (Town Sergeant) and S Halliday (Governance & Projects Manager).

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

### **ELECTION OF MAYOR AND TO CONSIDER ROLES AND RESPONSIBILITIES**

**a. To elect the Mayor and the Chairman of the Council for the Council Year 2023-2024.**

Cllr Piper proposed Cllr Price which was seconded by a number of Cllrs. Cllr Price was unanimously voted in as Mayor.

**b. To note the Mayor’s appointment of the Deputy Mayor/Chair.**

Cllr Price appointed Cllr Collinson as her deputy for the coming year.

### **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:**

**a. Confirmation that all Members have signed the Declarations of Acceptance of Office and consider any extensions required.**

No apologies had been received and all Declarations of Acceptance of Office have been made.

**b. All members complete their Registers of Interests and return them to the Town Clerk by 7th June 2023.**

Most Registers of Interest had been

**Reports from County and District Councillors.**

1. **County Cllr Hodgson**

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

c. County Cllr (C Cllr) Hodgson explained how Devon County Council’s new Chief Executive Officer is looking at how the Council functions, makes decisions and potentially more delegated powers for a more streamlined approach to report by autumn 2023. C Cllr Hodgson also updated on the ‘20’s Plenty’ campaign, the South West Water water quality meeting, and the County Councillor Locality budget being open again but reduced to £5K for the coming year.

*The Council reconvened.*

**4. WELCOME TO NEW COUNCILLORS**

The Mayor welcomed newly elected Cllrs Luisa Auletta, Tom Cooper and Anna Presswell.

**5. COMMITTEE MEMBERSHIP**

**To elect: members to committees; committee chairs; working groups; outside representatives; and link councillor roles.**

The following appointments were **RESOLVED**:

|  |  |  |
| --- | --- | --- |
| **Committee/Working Group** |  |  |
| Council Matters Committee | Cllrs Bennett, Hannam, Peters, Piper & Price | |
| Planning Committee | Cllrs Allen, Auletta, Bennett, Collinson, Cooper, Cummings, Hodgson & Smallridge | |
| Town Matters Committee | Cllrs Allen, Collinson, Cummings, Piper, Price & Smallridge, | |
| Council Assets and Public Realm Working Group | Cllrs Auletta, Collinson, Hodgson, Peters, Piper, Presswell & Price | |
| Arts and Events Working Group | Cllrs Allen, Hannam, Piper, Presswell & Price | |
| Climate Emergency Forum | Cllrs Cooper, Cummings & Hodgson | |
| Traffic and Transport Forum | Cllrs Auletta, Cummings, Hodgson & Peters (Cllrs Bennett and Collinson attend as representatives of other organisations) | |
| **Link Councillors** | | |
| Cultural Links | Cllr Piper | |
| Arts | Cllrs Allen & Piper | |
| Elderly and Vulnerable People | Cllrs Collinson & Presswell | |
| Young People/Youth | Cllrs Hannam & Hodgson | |
| Heritage | Cllrs Allen, Auletta & Price | |
| Open Space, Sports Provision and Leisure | Cllr Auletta & Piper | |
| Traffic and Transport | Cllrs Auletta & Cummings | |
| Environment, Sustainability & Air Quality | Cllrs Collinson, Cummings & Hodgson | |
| Disability | Cllr Collinson | |
| Business and Employment | Cllrs Bennett, Peters, Piper & Price | |
| **Representatives on Outside Bodies** Frequency of meetings depends on the various organisations - monthly is the most frequent. Where information is known it is shown below. | | |
| TADPOOL | Cllr Hannam | |
| Totnes Allotments Association | Cllr Hodgson | |
| Vire Twinning Association | Cllrs Cooper & Price | |
| Totnes Municipal Charities and Totnes Bounds Charity | Cllr Allen | |
| KEVICC Foundation Governors | Cllrs Bennett, Hannam, Price & Smallridge (Cllr Hodgson attends in her capacity as County Cllr) | |
| Parish Paths Partnership | Cllr Allen | |
| Totnes Hospital League of Friends | Cllr Hannam | |
| Dart Harbour Community Group | Cllrs Cummings & Piper | |
| DALC County Committee | Cllrs Hodgson & Price | |
| DALC Larger Councils Committee | Cllr Price | |
| Totnes Chamber of Commerce | Cllrs Bennett, Peters & Price | |
| Fairtrade | Cllrs Allen & Hodgson | |
| Caring Town | Cllrs Hannam & Price | |
| Museum Trust | Cllr Allen | |
| Network of Wellbeing | Cllrs Cummings & Hodgson | |
| Bridgetown Alive | Cllr Piper | |
| Friends of Totnes Museum | Cllr Allen | |
| Daisy and Rainbow Childcare | Cllr Bennett | |
| Inclusive Totnes [Disability] | Cllr Price | |
| Police & Crime Commissioner Councillor Advocate | Cllr Piper | |
| Totnes Community Development Society | Cllrs Piper & Price | |
| Devon Countryside Forum | Cllrs Allen & Hodgson | |
| Rural Service Network | Cllrs Allen & Hodgson | |
| Friends of Salfit | Cllr Allen & Price | |

**6. MAYOR MAKING CEREMONY**

**To appoint Councillors to undertake the following duties at the Mayoral Choosing ceremony on 25th May 2023:**

1. **To propose the new Mayor;**

Cllr Piper will propose the new Mayor.

**b. To second the new Mayor; and**

Cllr Bennett will second the proposal.

**c. To propose a vote of thanks to the outgoing Mayor.**

Cllr Allen will propose the vote of thanks.

**7. CLERK’S REPORT (Standing Item)**

**To note the Clerk's Report for April 2023 (general updates and correspondence).**

Noted. The Clerk explained that this report is designed to give all Councillors an update and overview of the day-to-day work being delivered by officers as well as helping Councillors to answer questions from members of the public.

### **8. 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 3rd April 2023.**

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

**To note the following minutes:**

**b.** **Council Matters Committee 17th April 2023.**

Noted.

**c. Planning Committee 24th April 2023.**

Noted.

### **9. 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 3rd April 2023.**

No matters arising.

**b. Council Matters Committee 17th April 2023.**

Item 12 – IT Support. It was **RESOLVED** unanimously that the Council migrate to Microsoft from Google and transfer to Cobalt Comms and IT.

**c. Planning Committee 24th April 2023.**

No recommendations.

**10. STANDING ORDERS**

**To consider the revised Standing Orders (see document for a summary of changes).**

It was **RESOLVED** unanimously to accept the amendments set out in the Standing Orders.

**11. CODE OF CONDUCT**

**To consider:**

**a. A review of the Councillor’s Code of Conduct.**

It was **RESOLVED** unanimously to accept the Code of Conduct.

1. **Signing up to the NALC Civility and Respect Pledge.**

It was **RESOLVED** unanimously to sign up to the NALC Civility and Respect Pledge. By our council signing up to the civility and respect pledge we are demonstrating that our council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.

**12. CO-OPTION TO COUNCILLOR VACANCIES**

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

It was **RESOLVED** to co-opt Chris Beavis, Jeff Chinnock and Nick Roberts to the Totnes Town and Totnes Bridgetown vacancies.

**13. TRAFFIC SPEED CAMPAIGN**

**To consider a ’20’s Plenty’ traffic speed restriction campaign for Totnes.**

It was **RESOLVED** unanimously to support the 20’s Plenty for Devon campaign; that the Council calls on Devon County Council to implement 20mph in Totnes; and that the Council will write to Devon County Council to request 20mph speed limits on streets throughout Devon where people live, work, shop, play or learn, with 30mph as the exception on those roads, where full consideration of the needs of vulnerable road users allows a higher limit.

**14. LIST OF MEETING DATES**

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

Noted.

### **15. NEXT MEETING**

**To note the next meeting date of Monday 5th June 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.*

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

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

No recommendations.

### **17. CHRISTMAS LIGHTS TENDER**

**To consider the tenders received for the installation and provision of Christmas Lights in the town centre (commercially sensitive).**

It was **RESOLVED** to award the tender to Blachere for the installation of the Christmas Lights in 2023.

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

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

There was no new information to update Council with at this time.

Cllr Emily Price

Mayor