

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

**MONDAY 3RD JULY 2023 IN THE GUILDHALL**

## Present: Councillors J Hodgson (Acting Chair), G Allen, L Auletta, C Beavis, T Bennett, T Cooper, J Cummings, D Peters, B Piper, A Presswell, N Roberts and L Smallridge.

Apologies: Cllrs Chinnock, Collinson, Price.

Not Present: Cllr Hannam.

## In Attendance: DCllr Birch, C Marlton (Town Clerk) and P Bethel (Town Sergeant)

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

### Cllr Hodgson asked for a minute’s silence to remember Chris Hundy who had been a mace bearer to the Council whose funeral took place today.

### **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.**

In the absence of the Mayor and Deputy Mayor, it was unanimously agreed to appoint Cllr Hodgson as Acting Chair.

The apologies were received and agreed unanimously.

Cllr Smallridge declared an interest in the Why This Field campaign.

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

**Reports from County and District Councillors.**

1. **County Cllr Hodgson**
2. **District Cllr Allen**
3. **District Cllr Birch**
4. **District Cllr Presswell**

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

a. County Cllr (C Cllr) Hodgson will send through her report and updated on: highways – the speed camera at KEVICC, inviting proposals for road repairs, and co-ordination of various road works in the town; and the climate emergency forum will be looking at community composting.

b. District Cllr Allen had not submitted a report and had no comments to make.

c. District Cllr Birch had submitted a report and updated on upcoming formal meetings between South Hams District Council (SHDC) and the five town councils to work together and discussions on economic development initiatives. Cllrs asked about the transparency and central government funding around freeports. DCllr Birch explained that an organisation has been set up for the Plymouth and South Devon freeport and he is pressing for public meetings to be held. In addition, the SHDC Governance and Audit Committee will consider this week setting up a Freeport Working Group to conduct a review which will include: what is a freeport; what is the information on Plymouth and South Devon freeport; and what is SHDC’s involvement.

d. District Cllr Presswell had submitted a report and updated that the SHDC reception at Follaton House had reopened today. Cllrs asked about the lack of facilities at Longmarsh for overnight motorhome use, the leisure centre and the lack of maintenance at Moorashes meadow.

*The Council reconvened.*

**3. CLERK’S REPORT (Standing Item)**

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

Noted.

### **4. 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 5th June 2023.**

Subject to an amendment that Cllr Hodgson had sent apologies and was not present, it was **RESOLVED** unanimously to approve and sign the minutes.

**To note the following minutes:**

**b.** **Council Matters Committee 12th June 2023.**

Noted.

**c. Planning Committee 19th June 2023.**

Noted.

**d. Town Matters Committee 26th June 2023.**

Noted.

### **5. 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 5th June 2023.**

No matters arising.

**b. Council Matters Committee 12th June 2023.**

Item 4 – Community Grant Applications. The following personal interests were declared: Cllr Cooper as a volunteer with Food in Community; Cllr Hodgson as the Chair of TRAYE; and Cllr Roberts as a trustee to Transition Town Totnes. It was **RESOLVED** by majority to allocate the following grants under the Totnes Town Council Community Grant Applications June 2023:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Applicant | Project | Amount Requested £ | Total Project Cost £ | % of Total Cost | Grant Awarded £ |
| Stepping Stones (1) | Totnes Food Bank & TQ9 Community Food Club (May 2023-May 2024) | 7060 | 13000 | 54.3 | 3530 |
| St John's Church  | Bubbles, Birds & Sewing Bees (Jul 2023 - Mar 2024) | 2888 | 5300 | 54.5 | 722 |
| Totnes Library | Kitchen & Refreshments Offer (Jul - Dec 2023) | 1613.41 | 1613.41 | 100 | 1210.05 |
| Totnes Rural Area Youth Engagement (TRAYE) | Bridgetown Youth Club | 5000 | 5980 | 83.6 | 3750 |
| DYS Space | Subsidising trips for young people over the summer (26 Jul - 31 Aug 2023) | 500 | 700 | 71.4 | 500 |
| Citizens Advice South Hams | Totnes Community Outreach Programme (Jul 2023 - Jun 2024) | 11938 | 19476 | 61.3 | 5969 |
| Totnes Caring | Lunch Club (Jul 2023 - Jul 2024) | 13252 | 20339 | 65.2 | 6626 |
| Transition Town Totnes (TTT) | The Energy Wise Show (Jul - Oct 2023) | 2456 | 3964 | 62 | 0 |
| Earthjump CIC | Play on a Shoestring (Jun - Sep 2023) | 1070 | 1070 | 100 | 0 |
| Stepping Stones (2)  | Staff Funding for Food Bank and TQ9 Food Club (Oct 2023 - Jun 2024) | 14529 | 20250 | 71.7 | 0 |
| Chamber of Commerce | Christmas Lights 2023 (Nov - Dec 2023) | 2000 | 2000 | 100 | 0 |
| Food In Community | Cost of living support for struggling households | 3527.87 | 5427.50 | 65 | 2645.90 |
| **Total** |  | **65,834.28** | **99,119.91** | 66.4 | **24952.95** |

**c. Planning Committee 19th June 2023.**

Item 5 – Road Investment Strategy. It was **RESOLVED** unanimously that the Council responds to the consultation as drafted and circulated subject to the additional comments made at the meeting (air quality funding, 20s plenty, phasing of traffic lights through the town). Cllr Bennett will make the amendments, circulate to Councillors and forward the response to officers for submission.

Item 11 – August Meeting. It was **RESOLVED** unanimously that delegated authority is given to the Clerk for August to respond to planning applications based on comments from members of the Planning Committee. However, should a significant planning application be received the Committee will meet.

**d. Town Matters Committee 26th June 2023.**

Item 4 – Community Conversation. It was **RESOLVED** by majority that:

* The timeline, branding and planned communications are accepted.
* The table in the survey for print purposes will display the monthly precept figures, with the table showing monthly and annual figures to be placed on the website.
* The wording of the survey was accepted subject to a minor amendment.

Item 5 – Motor Home Facilities at Longmarsh. It was **RESOLVED** unanimously that the Council writes to District Councillors, and South Hams District Council’s Environmental Health and Localities teams to register the town’s concerns. Cllr Piper will draft a letter for the Clerk to send.

Item 6 – Neighbourhood Watch Community Safety Charter. It was **RESOLVED** by majority that the Council signs up to the Community Safety Charter.

The Council voted to extend the meeting by 15 minutes.

**6. RECESS COMMITTEE**

**To consider the appointment of a recess committee to meet (if required) in August 2023.**

It was **RESOLVED** unanimously to appoint a recess committee of the Mayor, Deputy Mayor and chairs of committees who will have delegated powers and a meeting will be called if there is an emergency.

Cllr Presswell left the meeting at 8.55pm.

**7. COMMUNITY OUTREACH BUDGET**

**To consider an additional budget allocation for (document attached):**

**a. Extra £1.4K on Christmas window display competition; and**

It was **RESOLVED** by majority to allocated £675to the Christmas window display competition for three categories (above Eastgate, below Eastgate, overall window/frontage winner) with awards of £100, £75 and £50.

**b. Implications of the Community Conversation.**

It was **RESOLVED** unanimously to an overspend of up to £3630 (previously £1000) on the Community Conversation.

|  |  |  |  |
| --- | --- | --- | --- |
| **2023/24** | **Current budget** | **Proposed** | **NOTES** |
| **COMMUNITY OUTREACH** | **35000** | **35000** | Annual total allocation |
| Already spent |   | -59 | Town Meeting room hire |
| Civic Square Lights and Trees | -3000 | -3000 |   |
| Christmas lighting | -45000 | -45000 | Based on tenders received |
| Christmas shop front competition | 0 | -1400 | Agreed by Full Council under item 7a |
| Totnes Directory Updates | -2000 | -2000 |   |
| Defibrillator Pads/Servicing | -500 | -500 |   |
| Facebook/Comms | -500 | -500 |   |
| Community Consultation  | -1000 | -4630 | Agreed by Full Council under item 7b |
| **TOTAL** | **-17000** | **-22089** | **Council agreed an overspend of £17,000 for Christmas previously. This would be an additional £5089** |

**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 4th September 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. ELMHIRST PROJECT (Standing Item)**

**To consider an update on the Elmhirst project and the delegation of costs associated with the bid process (commercially sensitive).**

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

Cllr Jacqi Hodgson

Temporary Chair