

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

**MONDAY 4TH SEPTEMBER 2023 IN THE GUILDHALL**

## Present: Councillors E Price (Chair), G Allen, L Auletta, C Beavis, T Bennett, J Chinnock, S Collinson, T Cooper, J Cummings, J Hannam, J Hodgson (joined at 7.20pm), D Peters, B Piper, A Presswell and L Smallridge.

Apologies: Cllr Roberts and Cllr Hodgson was delayed due to emergency services in her road.

## In Attendance: Four members of the public, DCllr Birch, C Marlton (Town Clerk) and 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 agreed unanimously.

***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 had circulated a report which covered roads, and the ‘20’s Plenty’ campaign.

b. District Cllr Allen had submitted a report.

c. District Cllr Birch had submitted a report and offered to do a presentation to all Councillors on the Freeport and its governance arrangements.

d. District Cllr Presswell had submitted a report.

*The Council reconvened.*

**3. CLERK’S REPORT (Standing Item)**

**To note the Clerk's Report for July and August 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 3rd July 2023.**

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

**b. Extraordinary Full Council 24th July 2023.**

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

**c. Recess Committee 7th August 2023.**

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

**To note the following minutes:**

**d.** **Council Matters Committee 10th July 2023.**

Noted.

**e. Planning Committee 17th July 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 3rd July 2023.**

No matters arising.

**b. Extraordinary Full Council 24th July 2023.**

No matters arising.

**c. Recess Committee 7th August 2023.**

No matters arising.

**d. Council Matters Committee 10th July 2023.**

No matters arising.

**e. Planning Committee 17th July 2023.**

No matters arising.

**6. SOUTH HAMS DISTRICT COUNCIL COMMUNITY ECONOMIC PLAN**

**To consider participation in South Hams District Council’s economic strategy project known as the ‘Community Economic Plan’ which is due to launch this autumn.**

It was **RESOLVED** by majority to sign up to do the SHDC Community Economic Plan, subject to the Clerk seeking: further clarification about the partners and purpose of the plan; and a meeting with Ivybridge following their involvement to identify any lessons learnt before going ahead.

**7. CASTLE MEADOW ANTI-SOCIAL BEHAVIOUR**

**To consider a request from the police to remove the one remaining bench in Castle Meadow to deter anti-social behaviour in the area.**

The Clerk updated that the situation in Castle Meadow has improved with the removal of two of the three benches and police checks. It was **AGREED** to leave the remaining bench in place at the present time.

**8. TOTNES SIGNAGE ARTWORK**

**To consider the artwork design for metal decorative signage above the ‘’Totnes Town Centre’ sign on The Plains.**

It was **RESOLVED** to give the Clerk delegated authority to decide on the final options below (having asked all Councillors to vote by email on their preference):

a) leave it as it is but clean it and repaint, adding the planter.

b) new version of the design with an arch and new font.

c) existing design with new font.

**9. PLANNING DECISION APPEAL**

**To consider whether to apply for Rule 6 status for Council participation in two planning appeal cases linked to the Former Dairy Crest Site.**

It was **RESOLVED** to request a representative at the Former Dairy Crest site planning appeals. The Planning Committee should decide who should attend.

**10. LICENSING APPLICATION**

**To consider a licensing application for the Riverside Café, Steamer Quay Road.**

Councillors were supportive of the idea with the following conditions:

a) Provision of toilet facilities is essential (the only existing facilities are those in the SHDC Steamer Quay Car Park which are not open 24hrs).

b) Opening times must be standardised to other licensed premises.

c) Additional longer opening hours for special occasions should be dealt with by separate application.

d) No off sales should be permitted.

e) The safety in terms of the proximity to the river should be considered with barriers and/or stewarding/security provided (there is a stretch near the café where the riverboat docks which has no barrier/wall/chain at all). Risk there was considered very high due to poor visibility.

**11. COMMITTEE MEMBERSHIP**

**To consider the committee, working group and link council membership and any changes requested.**

It was **AGREED** to defer this item to the October meeting.

**12. LIST OF MEETING DATES**

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

Noted.

### **13. NEXT MEETING**

**To note the next meeting date of Monday 2nd October 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.*

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

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

No recommendations.

### **15. CIVIC HALL PILLARS ART PROJECT**

### **To consider an update on the Civic Hall pillars art project (commercially sensitive).**

It was **RESOLVED** by majority to appoint tender #7 to complete the Civic Hall pillars art project.

### **16. PAYMENTS CONTRARY TO FINANCIAL REGULATIONS**

**To consider the suspension of Financial Regulations section 5.3 to make payments in advance of goods received for (commercially sensitive). Document attached:**

**a. Metal signage above the ‘’Totnes Town Centre’ sign on The Plains; and**

**b. Christmas Lights Switch on Entertainers.**

It was **RESOLVED** unanimously to approve the two requested exceptions to financial regs for payment in advance.

### **17. LEGAL CHALLENGE**

### **To consider a recent case changing/challenging the terms of Councillor and staff declarations related to Council insurance (legal).**

The challenge to insurers declarations was robustly discussed.

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

**To consider (commercially sensitive):**

**a. an update on the Elmhirst project (verbal update); and**

**b. a resolution from one of the District Councillors (document attached).**

The resolution from Cllr Birch was adopted and unanimously agreed - subject to there being absolutely no further expenditure without consideration by Full Council.

Cllr Emily Price

Chair