

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

**MONDAY 5TH FEBRUARY 2024 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 Hodgson, B Piper, A Presswell, N Roberts and L Smallridge.

Apologies: Cllrs Hannam and Peters.

## In Attendance: Members of the press and public, 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. Cllr Allen updated that she had become a trustee of Naturesave.

***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.*

The Chair invited questions only on those reports that had been circulated in advance.

a. County Cllr (C Cllr) Hodgson was present but had not circulated a report.

b. District Cllr Allen was present but had not circulated a report.

c. District Cllr Birch was not present and had not circulated a report

d. District Cllr Presswell had circulated a report and updated on responsibility for the Leechwell and C Cllr Hodgson agreed to ask Devon County Council on the ownership records they have for it.

*The Council reconvened.*

**3. CLERK’S REPORT (Standing Item)**

**To note the Clerk's Report for January 2024 (general updates and correspondence).**

Noted. It was **AGREED** that the Clerk would write to the District Councillors and officer about the overflowing bins on Longmarsh.

### **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 8th January 2024.**

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

**To note the following minutes:**

**b.** **Council Matters Committee 15th January 2024.**

Noted.

**c. Planning Committee 22nd January 2024.**

Noted.

**d. Town Matters Committee 29th January 2024.**

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 8th January 2024.**

No matters arising.

**b. Council Matters Committee 15th January 2024.**

No recommendations.

**c. Planning Committee 22nd January 2024.**

Item 6. Peninsula Transport Consultation – It was **RESOLVED** that the Council has submitted the response to the questionnaire as drafted in the minutes.

**d. Town Matter Committee 29th January 2024.**

Item 4. Emergency Plan Review – It was **RESOLVED** that the Emergency Plan is adopted subject to the following amendments:

The inclusion of community groups in the communications section; and

Community Preparedness – link councillors to liaise with community organisations to see what processes are in place.

Item 5. Road Markings – It was **RESOLVED** that the Council writes to Devon Highways to: raise the issue; ask what is to be done and on what timeline; and if Devon Highways do not propose remedial works if they can advise on other routes that the Town Council can take to get the markings replaced. Cllr Collinson is to provide a couple of examples to include in the letter.

**6. LIST OF MEETING DATES** **AND COMMUNICATIONS POINTS**

**To note a list of upcoming meeting dates, including a revised calendar of meeting dates, and Council communications points.**

Noted.

### **7. NEXT MEETING**

**To note the next meeting date of Monday 4th March 2024, 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.*

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

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

No recommendations.

### **9. MARKET SQUARE**

**To consider an update on the Market Square (legal).**

It was **RESOLVED** that the Clerk would write to South Hams District Council to request a meeting to discuss the Market Square and future improvements.

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

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

No further updates to report.

The meeting closed at 8pm.

Cllr Emily Price

Chair