



AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL

MONDAY 8TH APRIL 2024 IN THE GUILDHALL

Please note that public question time will be held prior to Full Council from 6.30pm. There are stairs to the Council Chamber but if any member of the public has mobility issues the Council can relocate to the Main Chamber.

You are hereby **SUMMONED** to attend a meeting of the Council, on **Monday 8th April 2024 at 7.00pm** for a maximum of 120 minutes the purpose of transacting the following business:

1. WELCOME TO ALL ATTENDING AND OBSERVING

The Chair will read out the following statement:

Welcome to everyone attending and observing the meeting.

A reminder that open proceedings of this meeting will be video recorded. If members of the public make presentations, they will be deemed to have consented to being recorded. By entering the Council Chamber attendees are also consenting to being recorded.

This meeting is limited to 120 minutes and therefore members are asked to raise their points succinctly and not repeat the same view expressed by colleagues if it does not add to the debate.

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 Council will adjourn for the following items:

Reports from County and District Councillors.

- a. County Cllr Hodgson – no document.
- b. District Cllr Allen – no document.
- c. District Cllr Birch – document attached.
- d. District Cllr Presswell – document attached.

The Council will convene to consider the following items:

3. CLERK'S REPORT (Standing Item)

To note the Clerk's Report for March 2024 (general updates and correspondence). Document to follow.

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 4th March 2024 – document attached.

To note the following minutes:

- b. Council Matters 11th March 2024 – document attached.
- c. Planning Committee 18th March 2024 – document attached.
- d. Town Matters Committee 25th March 2024 – document attached.

5. CONSIDERATION OF ANY MATTERS ARISING REQUIRING A DECISION

To consider any matters arising from the Minutes and to approve any recommendations from Committees (document enclosed):

(Please note confidential minutes can be agreed but any discussion must be held in Part 2)

- a. Full Council 4th March 2024.
- b. Council Matters 11th March 2024.
- c. Planning Committee 18th March 2024.
- d. Town Matters Committee 25th March 2024.

6. COMMITTEE MEMBERSHIP FOR APRIL 2024

To consider any nominations to the Council Matters and Town Matters Committees following the recent Councillor resignation. No document.

7. ELECTION OF MAYOR FOR 2024/25

To elect the Mayor and the Chairman of the Council for the Council Year 2024-2025 (effective May 2024). No document.

8. MAYOR MAKING AND MAYORAL ELECTION

To appoint Councillors to undertake the following duties at the Mayor Making ceremony on 23rd May 2024 (no document but please note that the proposer and seconder should be prepared to make a short speech setting out the reasons by they are proposing the candidate as Mayor):

- a. To propose the election of the new Mayor;
- b. To second the election of the new Mayor;
- c. To propose and endorse the election of all other Council positions and Committees; and
- d. To propose a vote of thanks to the outgoing Mayor.

9. MEMBERSHIP OF COMMITTEES, WORKING GROUPS AND LINK COUNCILLORS FOR 2022/23

To elect members to committees, committee chairs, outside representatives and link councillor roles. Document attached showing existing and proposed membership.

10. CHRISTMAS MARKETS AND LATE NIGHT SHOPPING

To consider the recommendations for the Christmas markets and late night shopping events in 2024. Document attached.

11. LIST OF MEETING DATES, COMMUNICATIONS POINTS AND LINK COUNCILLOR UPDATES

To note a list of upcoming meeting dates, Council communications points and link Councillor/Councillor representatives on outside bodies updates. Documents attached.

12. NEXT MEETING

To note the next meeting date of Monday 13th May 2024, 6.30pm public session, 7.00pm formal meeting in the Guildhall.

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.

13. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

To consider any recommendations or matters arising that are considered confidential in nature (item 4d from Town Matters Committee). Document attached.

14. ELMHIRST PROJECT (Standing Item)

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

Agenda produced by:

Catherine Marlton
Town Clerk
28th March 2024

COUNCIL: DECISIONS LOG / ACTIONS ARISING

Meeting Date	Report Title	Decision / Action	Officer / Member	Officer / Member comments
21 March 2024	Proposed Devon and Torbay Combined Authority and Devolution Deal	<p>RESOLVED This Council raises the following concerns in respect of the proposed Devon and Torbay Devolution Deal and with it the additional tier of local government in Devon and Torbay, known as the Devon and Torbay Combined County Authority.</p> <ol style="list-style-type: none"> While we support the principle of devolution and welcome additional funding for this region, the proposal risks making local government more complex by adding a layer of bureaucracy; While the additional £16 million of capital funding is a positive step, that it is only for two years means that it will not provide the long-term solutions that the region needs; The fact that spending plans must be signed-off by central government disqualifies the plan from being true devolution of powers; The proposed combined authority's remoteness and lack of democratic accountability, including the lack of voting rights for District Councils, further disqualifies it from being described as "devolution"; The Council welcomes the proposed devolution of the Adult Education Budget because local control is more likely to deliver for 	SLT / Neil Hawke	Action complete and response sent to Devon County Council colleagues accordingly.

		<p>local need. We hope that local control of this budget will enable Devon's known problems in social mobility and productivity to be addressed;</p> <p>6. The government's document entitled "Devon and Torbay Devolution Deal" indicates that this is the first step in the reorganisation of local government in Devon and Torbay. Whilst we would welcome the genuine devolution of more powers to Devon, we are concerned that the intention as stated threatens the existence of district councils, the loss of effective local governance and may establish rule by a body that is remote and out of touch;</p> <p>7. The concerns set out in the Council's report dated 21 March 2024 in respect of economic development, housing, governance, voting rights, transport and community;</p> <p>8. The cost and additional layer of local government will in itself hamper any improvement in the local services it is intended to improve and may result in their decline.</p> <p>The Council calls for the process to be postponed pending the outcome of the forthcoming General Election and 2025 County Council elections.</p> <p>The above resolution be submitted as the Council's response in the consultation being undertaken.</p> <p>If and when the devolution deal proceeds:</p> <ul style="list-style-type: none"> • The Council notes the fact that a portion of this money will be allocated for a Small Sites Green Investment programme. This council proposes that an element of the Small Sites Green Investment programme be 		
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21 March 2024	2024/25 Capital Strategy; 2024/25 Treasury Management Strategy; and 2024/25 Investment Strategy	<p>allocated to support community-led housing developments to improve energy efficiency, reduce embedded carbon and improve biodiversity.</p> <p>Officers agreed to circulate advice to all Members that had been obtained from Link Services (the Council's Treasury Management advisors) with regard to fossil fuel investments.</p> <p>RESOLVED</p> <p>1. That the following strategies be approved for 2024/25:</p> <ul style="list-style-type: none"> i. The Capital Strategy (as attached at Appendix A of the presented agenda report); ii. The Treasury Management Strategy (as attached at Appendix B of the presented agenda report); and iii. The Investment Strategy (as attached at Appendix C of the presented agenda report); and <p>2. That delegated authority be granted to the Section 151 Officer, in consultation with the Leader of the Council, to make any minor amendments to these Strategies, if required, throughout the 2024/25 Financial Year.</p>	Lisa Buckle Lisa Buckle	Action – complete – advice has been circulated to all Members
21 March 2024	Annual Review of Health and Safety Policy Statement	<p>A Health & Safety related all Member training/briefing session was requested to be convened in the upcoming months.</p> <p>It was agreed that a copy of the latest version of the organisational structure chart should be circulated to all Members.</p>	Lisa Buckle / Cllr Brazil Ian Luscombe / Darryl White Katharine Pearce / Darryl White	(A copy has been circulated)

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		<p>Given the reference in the Policy Statement to Health and Safety compliance being reported to the Audit & Governance Committee, it was agreed that an update should be added to that Committee Workplan.</p> <p>RESOLVED That the updated policy statement (as set out at Appendix A of the published agenda report) be adopted and signed by the Head of Paid Service and the Leader of Council.</p>	<p>Lisa Buckle / Ian Luscombe / Amelia Boulter</p> <p>Ian Luscombe / Andy Bates / Cllr Brazil</p>	<p>within this covering email)</p>
<p>21 March 2024</p>	<p>Pay Policy Statement</p>	<p>RESOLVED 1. That the Pay Policy Statement for 2023/24 (as set out at Appendix A of the published agenda report) be adopted; and 2. That it be noted that pay differentials in 2023 have remained broadly similar compared to the previous 12 months.</p>	<p>Andy Wilson</p> <p>Andy Wilson</p>	
<p>21 March 2024</p>	<p>Draft Calendar of Meetings 2024/25</p>	<p>The view was expressed that Members should continue to lobby Central Government in order to see a return to Hybrid meetings in where there was the ability for Members to be able to meet (and vote) remotely.</p> <p>Before the 2025/26 Calendar of Meetings was adopted, it was requested that the Overview and Scrutiny Committee give consideration to establishing a Task and Finish Group to conduct an in-depth review into Council and Committee meeting start times.</p> <p>RESOLVED That the draft Calendar of Meetings for 2024/25 (as set out at Appendix A of the presented agenda report) be approved.</p>	<p>All Members</p> <p>Steve Mullineaux / Darryl White / Amelia Boulter</p> <p>Democratic Services</p>	

21 March 2024	<p>Reports of Bodies</p> <p>Executive – 7 March 2024</p> <p>Devon, Cornwall, Isles of Scilly Climate Adaptation Plan</p> <p>RESOLVED That the Devon, Cornwall and Isles of Scilly Climate Adaptation Plan (as set out at Appendix A of the agenda report presented to the Executive meeting) be endorsed.</p> <p>RESOLVED That the Housing Benefit War Pensions Disregard Policy (as set out at Appendix A of the agenda report presented to the Executive Meeting) be adopted.</p> <p>RESOLVED That up to £170,000 of planning appeal costs be funded from the Business Rates Retention Earmarked Reserve (as detailed in paragraphs 3.5 to 3.7 of the agenda report presented to the Executive Meeting).</p>	<p>Drew Powell / Adam Williams</p> <p>Geni Hotchkiss</p> <p>Lisa Buckle</p>
21 March 2023	<p>Notice of Motion</p> <p>RESOLVED This Council resolves that notwithstanding the moral arguments about blood sport, having regard to the animal welfare and public nuisance considerations, it is for the benefit or improvement of the Council's area that the Council:</p> <ol style="list-style-type: none"> 1. does not support the killing of or cruelty to animals for sport or leisure in any circumstances; 	<p>SLT</p>

		<ol style="list-style-type: none"> 2. will not facilitate or promote the killing of animals for sport or leisure by allowing its land to be used for such sports or associated activities; 3. requires written permission to be sought for the use and management of any animal traps on its land and reserves the right to refuse permission where the Council considers they could cause unnecessary and avoidable cruelty or suffering; 4. encourages other Local Authorities owning land in the Council's area, including Devon County Council, to adopt a similar resolution; and 5. asks its Overview and Scrutiny Committee to consider setting up a Task and Finish Group to develop a protocol/policy to underpin parts 1 to 4 of this motion. 	<p style="text-align: center;">Steve Mullineaux / Amelia Boulter</p>
<p>21 March 2023</p>	<p>Fusion Lifestyle – Leisure Contract Update</p>	<p>RESOLVED</p> <ol style="list-style-type: none"> 1. That the contract variation and changes to the payments profile for the five years 2023-24 to 2027-28 be approved as set out in Section 4 of the published exempt agenda report; and 2. That it be noted that, subject to approval of part 1 above, the Executive has delegated authority to the Director of Place and Economy, in consultation with the Lead Executive Member for Community Services and the Section 151 Officer to finalise the terms of the profit share agreement for the five years 2023-24 to 2027-28. 	<p style="text-align: center;">Chris Brook / Lisa Buckle</p> <p style="text-align: center;">Chris Brook / Cllr Abbott / Lisa Buckle</p>

District Councillor Report for Totnes Town Council

from Anna Presswell

2/04/2024

Historic Realm in Totnes

Town Councillor Luisa Arlettes and I met with Pruw Boswell to discuss recent and historical issues with our ancient assets in the Town, which underpin so much of what our town stands for. One of the first Royal Boroughs, ancient monuments, and beautiful examples of Elizabethan architecture, both outside and inside. Many buildings have good standing fireplaces of that era as well as the intricate ornamental lime-plaster ceilings intact. The link below shows an example in Totnes:

No. 3.



CEILING. No. 48, FORD STREET, TOTNES.

As quoted by an old chronicler ‘*it maketh the room lightsome, is excellent against raging fire, and stoppeth the passage of dust*’.

From:<https://devonassoc.org.uk/devoninfo/ornamental-lime-plaster-ceilings-and-the-plasterers-craft-in-devonshire-1909/#:~:text=That%20plaster%20ceilings%20were%20much,which%20their%20art%20was%20practised.>

We will be setting up a meeting of all those involved with supporting our heritage, to clarify problems, and see how we can progress a plan of action to support our volunteers, management groups and bricks and mortar for the longer term.

St Annes Chapel Housing development

The housing scheme, near Bigbury, is designed to support affordable rents and ensure local families have the option to stay in the locality and not be priced out by the high-cost rental market in the area.

In collaboration with Bigbury Parish Council SHDC built 8 rented and 4 open market properties. The rental properties are just over half of the price of a similar property in the area. Two bedroom approx. £583/month, 3 bedroom approx. £693/month. Comparable in the area would be £900 and £1200/month.

In the past 3 years just 20 new affordable rental properties have been delivered by the market across the South Hams AONB. The St Annes scheme adds up to 40% more rental units to that total.

The houses are built to a very high spec, and almost Passivhaus standard. They are very low cost to heat and run. Air source heat pumps and low water use fittings form part of the design spec.

As part of the Audit and Governance Committee, we will put forward recommendations as to the suitability of the approach to housing used in the development to meet the housing crisis in the South Hams. They were relatively expensive to build and the garden and community area is relatively large compared to other developments, to enhance a quality of place and wildlife habitats. A stunning development in all aspects.

We will be reviewing what balance can be achieved to build as 'green' as possible - but to address the enormous shortage of affordable rental properties, that does not offer the possibility of families and individuals to stay in an area they were brought up in.

DDay Commemoration June 6th

For information, Brixham, Torquay and South Brent are holding various events.

- Brixham are having a festival with singing, a parade, choirs and a band, plus local organisations contributing with the museum, Brixham Battery etc.
- South Brent (with Parish Council funding) are producing literature/leaflets showing places around the South Hams involved with DDay with QR coding etc. Arranging interviews for BBC Radio Devon on those old enough to reminisce and more.
- Torquay will have a small flotilla of boats, an exhibition at the Museum and more...

My programme so far:

Totnes Image Bank – A leaflet with QR Codes on will be put on social media and as paper copies around town, to show important area of the town involved with DDay and the Americans that were based here.

Royal British Legion

A walk and talk in Totnes cemetery where there are 8 WW2 Casualties buried. Only one soldier from Bridgetown was involved in DDay and is buried in Hermanville Calvados France. A representative will be up at the Beacon when its lit.

There will also be a talk which needs a projector and screen – possibly done in the Guildhall?

The Steam Railway and Primary schools – Re-enacting the child evacuation plans as refugees on the platform. Two primary schools are taking part (St John's and Park school Dartington), with about 20 children from each. BBC Spotlight have shown an interest to film. The WI will take part on the platform to shepherd the children to their various carriages. The outfits will be 1940's attire. The Steam Railway will give the children a trip on the train following the filming and have the option to visit the Valiant Soldier which is putting on a WW2 display.

South Devon Big Band will be holding a Tea Dance at the Civic Hall.

Totnes Community Choir - We will have two bouts of 1940's songs from the at various times of the day.

Totnes Cinema will potentially host potential screenings of The Longest Day and Saving Private Ryan and/or Devon at War (if I can get hold of the owners).

Totnes Museum – Will have a dedicated area to all things DDay, plus potentially some free booklets appealing to both children and adults of the Social History of War in those days.

Morrison's are happy to get involved – at the moment I just envisage 3 flags across their entrance, American, Union Jack, and French.....but they might do more inside.

Twining Towns with VIRE – will have a stall with bread and wine, and the history of Vire during these times, somehow displayed as a laptop display or posters or the war and its story throughout.

The Churches will have a short service and ring bells at 6.30pm which I believe is happening across the country.

A BEACON will be lit in the evening.

Bogan House will have a 1940's costume display in the window.

The media – Totnes Pulse, Totnes Times, Totnes Directory will be publishing historical facts, stories of that time, memories from residents etc.

The Army Cadets – will be giving short readings from soldiers during that time and during the landings. And potentially marching at some point up the street to the church service.

Historical Walking Tour – Kathy Alexander will be giving historical walking tours twice during the day. She will be charging £5.

Fore/High Street shops – I have drafted a letter asking if businesses would like to be involved by making buying or printing 3 small flags joined at the base in their shop windows – Union Jack, American flag, French flag. The flags will be a small visual colourful mark of respect, and a sign of connection and commemoration of that time.

In addition.... Some Large flags 3'x5' each displayed a couple of places through out the town would be welcomed. Bottom of town, half way up and outside the Civic Hall.

These are not set in stone as yet due to confirmation of any funding by the SHDC and others, so some ideas may need to be removed.

Primrose Trail – For Information

The Primrose Trail project is a plan to create a multi-use trail for non-motorised traffic – cycles, horses and pedestrians – running between South Brent and Kingsbridge. It is run by a steering group made up of volunteers.

Since the project's inception in 2017 the route has been changed from being a mix of public rights of way (PROWs), existing footpaths and privately-owned railway track bed to being entirely on PROWs. This includes mainly quiet lanes and some bridleways.

Their website and social media will be updated shortly if not already, with their plans, including maps.

Primrose Trail Steering Group



DRAFT MINUTES FOR THE MEETING OF TOTNES TOWN COUNCIL
MONDAY 4TH MARCH 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 Hannam, J Hodgson, D Peters, B Piper, A Presswell and L Smallridge.

Apologies: Cllr N Roberts.

In Attendance: Members of the public, District Cllr Birch and C Marlton (Town Clerk).

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. There were no updates to declarations of interest.

The Committee will adjourn for the following items:

Reports from County and District Councillors.

- a. County Cllr Hodgson
- b. District Cllr Allen
- c. District Cllr Birch
- d. District Cllr Presswell

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

- a. County Cllr (C Cllr) Hodgson was present and updated on: parking of cars near schools; installation of a bollard in Castle Street; and the impact of roadworks on the town.
- b. District Cllr Allen was present and had emailed a report over the weekend, including information on Marmot work.
- c. District Cllr Birch had circulated a report and thanked the Council for their comments on the Baltic Wharf planning application. Councillors asked about: the process that South Hams District Council (SHDC) uses for agreeing S106 contributions; and why SHDC does not use the Community Infrastructure Levy (CIL).
- d. District Cllr Presswell had circulated a report and updated on work around the lack of NHS dental provision in Totnes.

The Council reconvened.

3. CLERK'S REPORT (Standing Item)

To note the Clerk's Report for February 2024 (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 February 2024.

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

To note the following minutes:

b. Council Matters Committee 12th February 2024.

Noted.

c. Planning Committee 19th February 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 5th February 2024.

No matters arising.

b. Council Matters Committee 12th February 2024.

Item 6a. Council Grants - It was **RESOLVED** that the revised Council Grants Policy is adopted.

c. Planning Committee 19th February 2024.

Item 4. Baltic Wharf S106 for Travel – It was **RESOLVED** by majority that the Council:

- Emails Devon County Council (DCC) Highways and SHDC to confirm it is withholding a response on S106 contributions until the planning application is determined.
- Requests a structured discussion with SHDC about S106 and CIL. DCllr Birch will take this forward.
- Emails SHDC and DCC Highways with concerns about the traffic data used in the planning application which records lower vehicle movements than the TRICS data; and
- Notes the Town Council's support and endorsement of the note produced by the Traffic and Transport Forum Chair, which will be submitted to DCC and SHDC after the planning application has been determined.

Item 5. Traffic and Transport Forum – It was **RESOLVED** that the Council writes to Sustainable Staverton in support of the Totnes to Buckfastleigh cycle link.

6. STRATEGIC PLAN 2024-27

To consider the draft Strategic Plan for 2024-27.

It was **RESOLVED** by majority to approve the Strategic Plan 2024-29 as drafted.

7. COMMUNITY DEVELOPMENT BUDGET

To consider the detailed breakdown of the Community Development Budget for financial year 2024/25.

It was **RESOLVED** to approve the Community Development Budget as follows:

AGREED COMMUNITY DEVELOPMENT BUDGET	£194,00
ENVIRONMENT	
Remaining S106 funding for Green Travel	£3,095
Totnes Gardens	£3,000
Sub-Total	£6,095
ECONOMY	
Nil at this time	£0
COMMUNITY	
Grant Funding – an initial round open to all projects with a priority for those working in partnership with other groups	£25,000
Christmas Lights Switch On Event	£3,000
Christmas Late Nights	£14,000
Christmas Tree, erection of lights and cross street repair	£15,000
Newsletters, publicity and Annual Town Meeting	£3,000
Defibrillator pads and servicing	£500
Sub-Total	£60,500
TOTAL ALLOCATED	£66,595
Remainder to be allocated as 'Strategic Plan and Council Priorities' for future detailed allocation	£127,405

8. DEVON-TORBAY DEVOLUTION DEAL CONSULTATION

To consider a Council response to the Devon and Torbay Devolution Deal consultation (deadline for responses 24th March 2024).

It was **RESOLVED** to delegate authority to the Council Matters meeting to respond to this consultation by way of a letter. Councillors were asked to individually respond to the online survey.

9. ALCOHOL PUBLIC SPACE PROTECTION ORDER CONSULTATION

To consider South Hams District Council Alcohol Public Space Protection Orders consultation for areas in Totnes (deadline for responses 19th March 2024).

It was **RESOLVED** to request that the current Alcohol Public Space Protection Orders for Totnes are maintained.

It was **AGREED** to extend the meeting by 20 minutes.

10. MARTYN'S LAW STANDARD TIER CONSULTATION

To consider a Council response to the Terrorism (Protection of Premises) Bill, also known as 'Martyn's Law', Standard Tier Consultation (deadline for responses 18th March 2024).

It was **RESOLVED** to respond to the consultation expressing extreme concern about the work involved in implementing these measures.

11. 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.

12. 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.

13. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

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

No recommendations.

14. ELMHIRST PROJECT (Standing Item)

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

It was **AGREED** that if further discussion is required to place the matter of the Art Foundation Course on the Town Matters Agenda.

The meeting closed at 9.45pm.

Cllr Emily Price
Chair



DRAFT MINUTES FOR THE MEETING OF COUNCIL MATTERS MONDAY 11TH MARCH 2024 AT 6.30PM IN THE GUILDHALL

Present: Councillors B Piper (Chair), C Beavis, T Bennett, J Chinnock, J Hannam, J Hodgson, D Peters and E Price.

Apologies: None.

In Attendance: Cllr Auletta, C Marlton (Town Clerk) and C Bewley (Finance, HR and Lettings Manager).

1. APOLOGIES FOR ABSENCE

The Chair read a statement about how the meeting would be conducted and recorded. The apologies were accepted.

The Committee will adjourn for the following items:

PUBLIC QUESTION TIME

There were no members of the public present.

The Committee will reconvene to consider the following items:

2. CONFIRMATION OF MINUTES

To approve the minutes of 12th February 2024 and update on any matters arising.

The minutes were **AGREED** unanimously as an accurate record of the proceedings.

3. BUDGET MONITOR

To consider the 2023/24 Budget Monitor.

This was considered and **AGREED** unanimously.

4. CIVIC BUDGET AND MAYORAL ALLOWANCE POLICY

To review the Civic Budget and Mayoral Allowance Policy.

The Civic Budget and Mayoral Allowance Policy was reviewed and **AGREED** unanimously.

5. DEVON-TORBAY DEVOLUTION DEAL CONSULTATION

Under delegated authority from Full Council, to consider a Council response to the Devon and Torbay Devolution Deal consultation (deadline for responses 24th March 2024).

Cllr Chinnock declared a personal interest. It was **AGREED** by majority (1 abstention) to give the Town Clerk authority to submit the Town Council response to the consultation and send the letter as drafted (see below):

We write to you on behalf of Totnes Town Council to express our concerns regarding the proposed Devon and Torbay Devolution Deal, in its current form.

As the governing body directly elected to represent the interests of Totnes residents, we have significant reservations about an additional layer of governance at a regional level, particularly one with very limited representation of the Town and Parish sector.

It is our position that such a governance model would create an unacceptable democratic deficit. We need more of a voice on policies with profound local impacts, not less. Each town and parish area across Devon has its own unique characteristics that require tailored approaches, staying locally accountable.

Moreover, we question whether the suggested economic benefits of this deal are realistic or will substantively improve circumstances for Totnes. The positive outcomes appear speculative at best, with the allocated £16m being insufficient to undertake implementation County wide. Town and parish councils are already taking on additional responsibilities and services due to cuts at higher tier authorities. We do not believe that this proposal goes far enough in filtering powers and funding down to local communities.

In summary:

- Adding a fourth layer of government administration will over complicate and increase confusion for constituents about who is responsible for what.
- Transfer of key responsibilities away from lower tiers of local government risks distancing policies from communities they impact.
- One-size-fits-all policies may not effectively meet the unique needs of different areas.
- Financial projections and claimed economic benefits appear overstated and speculative, particularly with a backdrop of insufficient funding (and large budget deficits as a result) to all tiers of local government.
- £16m is insufficient and future funding levels are uncertain. This money should be redirected towards statutory services that are already in dire need.
- The extra resources and ongoing costs required for administering this layer after 2027 will draw money away from essential services.
- We are supportive of devolving powers and funding from central to local government, but true devolution should empower more local decision-making, not consolidate powers into a County wide organisation in an area that has such diverse needs and challenges.
- Lack of clarity on meaningful impact or enhanced future opportunities for town/parish councils during a time when they are already taking on additional responsibilities due to funding challenges in higher tier authorities.
- Serious concerns over the democratic deficit created and the lack of sufficient representation of towns and parishes in the governance arrangements.

As Totnes's elected representatives, it is our duty to advocate for our constituents' interests and self-governance at an appropriate level. A combined authority is at odds with the spirit of true devolution to localized decision-making and compromises a core philosophy of empowering – not disempowering – local communities' abilities to shape their futures.

Totnes Town Council agrees with the following statement from the London Mayor, taken from www.london.gov.uk:

'The principal lesson to be learnt by the Government from the NO vote in the Northeast region, is that people will only accept changes to the way in which they are governed where those changes represent a clear improvement in the nature of that government, and also result in them being more directly involved in the decisions which will effect their lives. This will require an appropriately wide range of powers being devolved to the new bodies, which they are being invited to elect.'

We will be urging our residents and partners to make their individual thoughts known.

Thank you for your consideration of Totnes Town Council's position on this crucial matter.

6. COMMUNITY GRANT REPORT

To note a report of community organisation's assessment of their projects which received Community Grant funding in June 2023.

Noted.

7. COUNCIL ASSETS AND PUBLIC REALM WORKING GROUP

To note the minutes of the Council Assets and Public Realm Working Group held on 21st February and consider the recommendations (items 2, 5, 7 and 8).

Noted, and the following were agreed unanimously:

- Item 2. Benches at Longmarsh – It was **AGREED** unanimously that the Clerk contacts Berry Pomeroy Parish Council about locating the two Castle Meadow picnic benches at Longmarsh.
- Item 5. Seagull Signs, St Mary's Churchyard – It was **AGREED** unanimously to fix 'don't feed the seagull' signs to the poles and the sides of the waste bins in the churchyard.
- Item 7. Benches on Coronation Road – It was **AGREED** unanimously to replace the two benches on Coronation Road with ones made from recycled plastic.
- Item 8. Totnes Town Centre Sign - It was **AGREED** not to install the sign topper without match funding being secured - the Clerk will write to the Chamber of Commerce.

8. DATE OF NEXT MEETING

To note the date of the next meeting of the Council Matters Committee – Monday 15th April 2024 at 6.30pm in the Guildhall.

Noted.

*The Committee 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. (CONFIDENTIAL by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council)*

9. BANK STATEMENTS AND RECONCILIATIONS (Standing Item)

To consider the bank statements and reconciliations for February (financial).

These were reviewed and unanimously **AGREED**.

10. GREEN ENERGY CLUB

To consider how to proceed in the 2024/25 financial year given the ending of the indemnity and the price increases (commercial).

The Committee were disappointed to hear that due to technical issues the club is not yet live and expressed support for the club but concerns about the significantly increased costs. It was **AGREED** unanimously to withdraw from the contract on the grounds that the Town Council are bound to seek best value with public funds.

It was **AGREED** unanimously to extend the meeting by 20 minutes.

11. CHRISTMAS LIGHTS BUDGET

To consider the allocation of the Christmas Lights budget for the following:

- a. **Installation (commercial);** It was **AGREED** unanimously to appoint Blachere as the installers for 2024 subject to the resolution of the faulty lights on The Plains.
- b. **Cross Street light refurbishment (commercial);** It was **AGREED** by majority to proceed with the cross-street light refurbishment.
- c. **Electrical upgrades on The Plains (commercial);** It was **AGREED** unanimously to proceed with the electrical power source upgrades on The Plains.
- d. **Contingency for replacement and repair of lights (financial);** The suggested contingency was **AGREED** unanimously; and
- e. **Delayed removal of Shady Garden icicle lights (financial).** It was **AGREED** unanimously to leave the Shady Garden tree icicle lights in situ.

12. CEMETERY MAINTENANCE CONTRACT

To consider a one-year extension to the current cemetery maintenance contract (commercial).

It was **AGREED** unanimously to extend the current cemetery maintenance contract for one year.

13. STAFFING UPDATE

For any general or urgent updates that required confidential sharing with Councillors (staffing).

None.

The meeting closed at 8.35pm

Catherine Marlton
Town Clerk
March 2024



ITEMS 4c + 5c

DRAFT MINUTES FOR THE PLANNING COMMITTEE

MONDAY 18TH MARCH 2024 IN THE GUILDHALL

Present: Councillors T Bennett (Chair), L Auletta, T Cooper, S Collinson (from 1840), J Cummings, J Hodgson (from 1842).

Apologies: Cllrs Allen and Smallridge.

In Attendance: Two members of the public, Cllr Beavis, S Halliday (Governance and Projects Manager).

1. WELCOME AND APOLOGIES FOR ABSENCE

To receive apologies and to confirm that any absence has the approval of the Council.

Cllr Bennett read out a statement about how the meeting would be conducted and recorded.

The apologies were accepted.

The Committee will adjourn Standing Orders for the following items:

PUBLIC QUESTION TIME

The members of the public asked about application 4021/21/VAR, the Steamer Quay care home, and requested Council support to speak against the proposed plans as they understand that it will go to the South Hams District Council Development Management Committee in April 2024. The Committee confirmed that they had not yet been invited to make a representation and would be content to do so.

The Committee reconvened Standing Orders.

2. CONFIRMATION OF MINUTES

To approve the minutes of 19th February 2024 and update on any matters arising.

The minutes were approved as an accurate record of proceedings. Item 4 – Baltic Wharf S106 for travel was amended by Full Council – see the minutes for 4th March 2024.

3. TREE WORKS APPLICATIONS

3a. 0627/24/TCA – T1: 1 x Ash – dismantle and fell to near ground level. 3 Seymour Villas, Pathfields, Totnes, TQ9 5QR.

Comment – the absence of an arboricultural report is unhelpful and the Committee would suggest that tree officer advice is required.

3b. 0663/24/TCA – T1: Fig - crown reduce overall by 0.5m back to previous pruning points while retaining the main framework & shape of the crown & therefore a high proportion of the foliage bearing structure. T2: Magnolia - crown reduce overall by 1m back to previous pruning points while retaining the main framework & shape of the crown & therefore a high proportion of the foliage bearing structure. 1 North Castle Mews, North Street, Totnes, TQ9 5NQ.
Support.

4. PLANNING APPLICATIONS

To make recommendations on the following planning applications:

Note: Cllrs Allen and Hodgson observes and do not vote on any applications which would potentially be discussed at a Development Management Committee meeting at SHDC.

4a. 3915/23/HHO - Householder application for roof extension (resubmission of 1353/22/HHO). 13 Springhill Road, Totnes, TQ9 5RD.

Comment – the Committee is concerned that:

- There are no climate change proposals or improvements to insulation included in the application; and
- Bedroom #3 is not habitable due to the dormer window head height shown.

4b. 3939/23/FUL – Rear first floor extension to existing office. Little Priory Court, Fore Street, Totnes, TQ9 5NJ.

Support. However, the use of 2 x fan lights leads to a squat proportion to the rear glazing design.

4c. 0023/24/HHO – Householder application for erection of a single storey extension. 5 Somerset Place, Totnes, TW9 5AX.

Support.

4d. 0625/24/LBC - Listed building consent for new internal finishes & fire door on the first floor commercial space only (retrospective). 29 High Street, Totnes, TQ9 5NP.

Comment - The Heritage Impact Statement is very sparse and would not be considered acceptable for this extent of work in other circumstances. With the works being undertaken under the close inspection of SHDC's Heritage Officer, this is less of concern.

4e. 0137/24/ADV - Advertisement consent for fascia signs to both front & side elevation are to be formed using 5mm green acrylic cut lettering & logos mounted onto 20mm stand off fixings, making total projection 25mm, maximum height of logo being 300mm & largest letter being 160mm. First Floor, 57 High Street, Totnes, TQ9 5NP.

Support.

And to note:

4f. 0721/24/LBC - Listed building consent to enlarge modern door opening in internal partition wall & install kitchenette tea point. The Guildhall Offices, 5A Ramparts Walk, Totnes TQ9 5QH.
Noted.

5. LICENSING APPLICATION TRAFFIC AND TRANSPORT FORUM

To consider the following applications for a new premises licence:

5a. Lounge, 6 The Plains, Totnes, TQ9 5DR.

This application was supported unanimously.

Officer Note: The pavement licence application, which was received after the Planning agenda had been issued, was discussed after the meeting and it was unanimously **AGREED** to support the application with the request that the outside tables are removed from the street/from use by 10pm each evening.

5b. J & J Brewing Company Limited, Unit 6, Burke Road, Totnes, TQ9 5XL.

This application was supported unanimously.

6. DATE OF NEXT MEETING

To note the date of the next meeting of the Planning Committee – Monday 22nd April 2024 at 6.30pm in the Guildhall.

Noted. The officer will circulate by email potential dates for the meeting in May (due to Bank Holiday constraints).

The meeting closed at 7.45pm

Sara Halliday
Governance and Projects Manager
March 2024



Items 4D + 5D

DRAFT MINUTES FOR THE TOWN MATTERS COMMITTEE

MONDAY 25TH MARCH 2024 IN THE GUILDHALL

Present: Councillors J Cummings (Chair), J Chinnock (from 1850), S Collinson (from 1850) and N Roberts.

Apologies: Cllr Smallridge.

Not Present: Cllrs Allen and Price.

In Attendance: A member of the public, Cllrs Auletta and Beavis, L Ferrier (Marketing and Communications Manager) and S Halliday (Governance and Projects Manager).

1. WELCOME AND APOLOGIES FOR ABSENCE

To receive apologies and to confirm that any absence has the approval of the Council.

Cllr Cummings read out a statement about how the meeting would be conducted and recorded.

The Committee will adjourn for the following items:

PUBLIC QUESTION TIME

The member of the public raised the need for CCTV coverage of the cash machine outside Lloyds Bank and asked that their Council Tax payment is used to fund this. They also spoke about the difficulty in contacting or getting a meeting with the Police and Crime Commissioner. The Committee suggested that the member of the public wrote to Lloyds Bank and the Police and Crime Commissioner about their safety concerns and CCTV request, and that the Council would consider this location, alongside others, should CCTV grant funding become available.

Cllr Beavis raised an incidence of fly tipping in Castle Street and the lack of bins in Longmarsh Car Park, particularly as a pop-up café licence application for the car park has been submitted.

The Committee reconvened.

2. CONFIRMATION OF MINUTES

To approve the minutes of 29th January 2024 and update on any matters arising.

The minutes were **AGREED** as an accurate record of proceedings. Matters arising: item 4 Emergency Plan Review – resolved by Full Council in February 2024; item 5 Road Markings –

resolved by Full Council and Totnes is due to have the road markings renewed (where judged necessary by Devon Highways) in 2024/25.

*It was **RESOLVED** to suspend Standing Orders to enable wider Councillor discussion under Item 3.*

3. OPEN SPACE, SPORTS, RECREATION AND WELLBEING POLICY REVIEW

To review the following sections of the Council's Open Spaces, Sport Recreation and Wellbeing Plan (documents attached):

In discussion, it was **AGREED** that project areas would be added to the table in section 6, but that the detail and consideration of these projects should be carried out once all sections of the OSSRW Plan had been reviewed.

a. Play Areas There was discussion about identifying 'Local Neighbourhood Play Areas' as separate to town-wide assets (for example the facility in Borough Park), and including the play area at Nellie's Wood as a facility in a neighbouring parish. The officer will update the table based on discussions and Councillors are invited to review and update the document.

b. Outdoor Sports The value of the Borough Park Users Group was recognised in identifying the needs of various clubs in Borough Park and the shortfall in facilities at the Hockey Club. The officer will update the table based on discussions and Councillors are invited to review and update the document.

It was **AGREED** to extend the meeting by 20 minutes.

c. Indoor Sports The need for maintenance of the external and internal building fabric at the Pavilions, as well as the planned sporting facilities upgrades, was highlighted for inclusion. The Rowing Club will again be asked for input about their facilities and member numbers. The officer will update the table based on discussions and Councillors are invited to review and update the document.

The Committee reconvened.

5. DATE OF NEXT MEETING

To note the date of the next meeting of the Town Matters Committee – Monday 29th April 2024 at 6.30pm.

Noted.

*The Committee 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. (CONFIDENTIAL by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council)*

6. COMMUNITY AWARD SCHEME

To consider the nominations for the Community Award scheme individual and group categories and make a recommendation to Full Council (personal information).

The Committee considered the nominations received. A confidential report with the recommendations will go to Full Council for consideration.

The meeting closed at 8.30pm.

Sara Halliday
Governance and Projects Manager

ITEM 5 – CONSIDERATION OF RECOMMENDATIONS

5a. Full Council, 4th March 2024

No recommendations.

5b. Council Matters Committee, 11th March 2024

No recommendations.

5c. Planning Committee, 18th March 2024

No recommendations.

5d. Town Matters Committee, 25th March 2024

Item 6 – Community Awards. A report to Full Council is to be considered under item 13.

COUNCILLOR PREFERENCES 2024

Committee/Working Group	Existing Cllrs	Proposed Cllrs
Full Council		ALL CLLRS ATTEND
Council Matters Committee	Cllrs Beavis, Bennett, Chinnock, Hannam, Hodgson, Peters & Price	Cllrs Bennett, Chinnock, Peters
Planning Committee	Cllrs Bennett, Auletta, Collinson, Cooper, Cummings, Hodgson & Smallridge	Cllrs Auletta, Bennett, Collinson
Town Matters Committee	Cllrs Cummings, Chinnock, Collinson, Price, Roberts & Smallridge	Cllrs Auletta?, Chinnock, Collinson, Roberts
Link Councillors		
Cultural Links		
Arts		
Elderly and Vulnerable People	Cllrs Collinson & Presswell	Cllr Collinson
Young People/Youth	Cllrs Hannam & Hodgson	
Heritage	Cllrs Auletta & Price	Cllr Auletta
Open Space, Sports Provision and Leisure	Cllrs Auletta & Roberts	Cllrs Auletta, Roberts
Traffic and Transport	Cllrs Auletta & Cummings	Cllrs Auletta, Roberts
Environment, Sustainability & Air Quality	Cllrs Collinson, Cummings & Hodgson	
Disability	Cllr Collinson	Cllr Collinson
Business and Employment	Cllrs Bennett, Peters & Price	Cllr Peters
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		
KEVICC Foundation Governors	Cllrs Bennett, Hannam, Price & Smallridge (Cllr Hodgson attends in her capacity as County Cllr)	Cllr Bennett
Parish Paths Partnership		Cllr Auletta
Totnes Hospital League of Friends	Cllr Hannam	
DALC Larger Councils Committee	Cllr Price	
Dart Harbour Community Group	Cllr Cummings	Cllrs Collinson, Peters
Totnes Chamber of Commerce	Cllrs Bennett, Peters & Price	Cllrs Peters, Roberts
Fairtrade	Cllr Hodgson	
Museum Trust		Cllr Bennett?
Caring Town	Cllrs Hannam & Price	Cllrs Collinson, Peters
Network of Wellbeing	Cllrs Cummings & Hodgson	
Bridgetown Alive		Cllr Collinson
Friends of Totnes Museum		Cllr Auletta
Daisy and Rainbow Childcare	Cllr Bennett	Cllr Bennett
Inclusive Totnes [Disability]	Cllr Hodgson & Price	
Police & Crime Commissioner Councillor Advocate	Cllr Peters	Cllr Peters
Totnes Community Development Society {Note: now Totnes Community Builders}	Cllr Price	
Devon Countryside Forum	Cllr Hodgson	
Rural Service Network	Cllr Hodgson	
Friends of Salfit	Cllr Price	
TQ9 Partnership	Cllrs Chinnock & Peters	Cllr Collinson
Schools Engagement	Cllr Bennett	Cllr Bennett

Arts Working Group Christmas Market Recommendations

We want to build on the success of 2023 by following the same overall plan, but with consideration for the following changes.

- The Rotherfold group /Rotherfold businesses to be invited to organise market stalls in this area (and keep any money they make from this). If they choose not to, TTC will not book any stalls for this area as this has not worked well for us in previous years. TTC will pay for the road closure for the area. TTC will arrange for Morris Dancing in the Rotherfold and will contact Christian Murison to invite him to organise music/busking as entertainment for the area.
- Maintain rules on use of gas/safety checks and ensure these are stringently followed. Implement additional gas safety measures, including employing a gas safety engineer to check all gas appliances prior to the market opening.
- Use Shady Gardens as a children's entertainment area.
- Brief outlining Bob the Bus route to be clearly agreed in advance. It must not run through any road closure areas. Also, issue reminder to drivers that this is a free service (okay for there to be a donation bucket but this should not be pointed out by drivers).
- Stall fees to increase following the professional advice of Jo from Miss Ivy Events (see page below).
- Permit two additional food stalls to trade (1 in market square and 1 outside Rendells). This would take total across town (excluding The Mansion) to x13 and is included in the budget below.
- Include use of suitable protective floor matting as a condition of all hot food stall bookings. Organiser to check ground where caterers have traded and clean up as necessary.
- Increase number of bins.
- Display 'no dogs' signs in Civic Hall. Event organiser to make sure stallholders are aware of the no-dogs rule at point of booking a stall.
- Have an additional steward on the steps side of the Civic Hall. Cost implication.

- If required, alleviate queues in food court area further by reducing the number of food stalls in car park to 8 (from 9). Position the additional food stall at the front of the market. This would lose one more standard stall from front of market compared to outline budget below = £150 impact on budget.
- Push food stalls in civic car park back against the wall and move first aid to motorbike parking area to increase space in middle.
- Stall bookings to start from April with priority to local businesses.
- Identify new places for Sound Art/entertainers to park or find other solution to increase available space behind Civic Hall.
- Invest in flags/lights to create a more obvious entertainment area by the market - eg for Totnes School of Dance to perform. Lights from Costume Museum/ask Paul Wesley?
- Continue to liaise with The Mansion to repeat for 2024 but move entertainment across road outside Lloyds Bank.
- Definitely work with Jamming Station, Lifeworks, Tuke (collecting for Totnes Caring), St Mary's Church (school performances) etc again. Consider inviting even more community groups to get involved in 2024 with stalls, entertainment, charity collections etc.
- Repeat invite to buskers to come forward but do this earlier than 2023.
- Supporting Totnes Carnival to hold another Lantern Parade on the last night (and ask them if they would like to run it on all three nights.)
- Repeat later timing for closure of Lower Fore Street (4pm).
- Identify enforcement situation regarding businesses using space in front of their premises. Clearly communicate with businesses that they must advise Miss Ivy Events if they wish to trade in front of business.
- Create sign to explain that Lower Fore Street closes from 4pm (not 12 noon).
- Harris and Sutton - area for performance? Ask them to sponsor the area/light it
- Restricted parking signs to be put on metal brackets for strength.
- More signage to get people to explore the Narrows / South Street (Bakehouse). Consider having someone (one of our performers?) with a light up sign. or a cross street sign? Ask businesses in the Narrows to contribute to this.

Stallholder fees

Totnes Christmas Stall Costs 2023

Hot Food x 9(all in Civic Car Park)

- 8 x 3m x 3m £175.00 plus VAT total £1400.00
- 1 x 4.5m x 3m £225.00 plus VAT total £225.00

TOTAL HOT FOOD £1625.00 per week x 3 £4875

Market Square x 24 @ £50.00 £1200.00 x 3 = £3600.00

Bar Pitch/coffee £100.00 x 3 @ £300.00 x 3 = £900.00

Under Civic Hall x 7 @£45.00 £315.00 x 3 £945.00

Civic Hall x 28 @£30.00 £840.00 x 3 £2520.00

Stalls on road x 19 (including Lower Fore Street) @£40.00 £760.00 x 3 £2280.00

Catering on Lower Fore Street x 2 £175.00 x 3 £1575.00

GRAND TOTAL £16,347 (£16,695.00 less £348 refunds (Rotherfold coffee))

Suggested for 2024

Hot Food x 10 (9 in Civic Car Park & 1 on Square)

- 9 x 3m x 3m **increase to £185.00 (up £10)** plus VAT total income £4995.00
- 1 x 4.5m x 3m **increase to £275.00 (up £50 and in line with 150% of standard stall)**
plus VAT total income £825.00

TOTAL HOT FOOD x3 weeks £5,820

Market Square 23 x 3m x 3m £50.00 plus vat remain same price £50.00 plus VAT total income £3450.00

Market Square 3 x bar/coffee pitch **increase to £120.00 (up £20)** plus VAT £1080.00

Under Civic Hall x 7 @£45.00 plus VAT remain same price £945.00

Civic Hall x 28 **increase to £35.00 (up £5)** plus VAT total income £2940.00

Stalls on road

Catering on road (**increase to 3 (was 2 - add one by Rendells)**) £185.00 x 3 £1665.00 + 1 x

bar pitch **increase to £120.00 (up £20)** plus VAT x 3 £360.00

Stalls on road x 21 (**one extra**) @ £40.00 plus VAT X 3 £2640.00

GRAND TOTAL £18,900.00 (INCREASE OF £2,205 in 2024)

ITEM 11 – LIST OF MEETING DATES, COMMUNICATIONS POINTS AND LINK COUNCILLOR UPDATES

Month	Full Council, 7pm	Council Matters Committee, 6.30pm	Planning Committee, 6.30pm	Town Matters Committee, 6.30pm
April 2024	Monday 8 th	Monday 15 th	Monday 22 nd	Monday 29 th
May 2024	Monday 13 th	Monday 20 th	Wednesday 22 nd	None
June 2024	Monday 10 th	None	Monday 17 th	Monday 24 th

Arts and Events Working Group (12pm in the meeting room) – 15th May and 17th July.

Council Assets and Public Realm Working Group (12pm in the meeting room) – 17th April and 19th June.

April

Full Council – 8th April at 6.30pm

Council Matters Committee – 15th April at 6.30pm

Council Assets and Public Realm Working Group – 17th April at 12.00pm

Planning Committee – 22nd April at 6.30pm

Traffic and Transport Forum meeting – 24th April at 6.30pm

Town Matters Committee – 29th April at 6.30pm

May

Annual General Meeting of Totnes Town Council – 13th May at 6.30pm

Council Matters Committee – 20th May at 6.30pm

Arts and Events Working Group Working Group – 15th May at 12.00pm

Planning Committee – 22nd May at 6.30pm

Mayor Making Ceremony (not a public event) – Thursday 23rd May

Annual Town Meeting – Wednesday 29th May at 6pm

June

Full Council – 10th June at 6.30pm

Council Matters Committee – No meeting

Planning Committee – 17th June at 6.30pm

Council Assets and Public Realm Working Group – 19th June at 12.00pm

Town Matters Committee – 24th June at 6.30pm

Communications Points

Council Grants Now Open

Applications are open for community groups to apply for grants to support projects that make positive changes in the town and help meet the objectives set out in the Town Council's 2024-29 strategy. This could be for vulnerable people, youth, wellbeing, environment, heritage, arts or events. The deadline for applications is 9th May.

See the Totnes Town Council news pages of the website for the full statements/information on this point.

Annual Town Meeting

The Annual Town Meeting will be held on Wednesday 29th May at 5pm in the Civic Hall. This is an opportunity for the Mayor and Clerk to set out their reports and for the public to ask questions. It will also include the presentation of the individual and group Community Awards for 2024.

Bridgetown Vacancy – Clerk to give a verbal update at the meeting on whether the threshold to call an election has been met or not.

Energy Club

Totnes Town Councillors have made the very difficult decision to withdraw their membership of the Energy Local Club, operated by Totnes Renewable Energy Society (TRESOC), because of significantly increased costs. The unit cost and income of buying and selling energy through the Energy Local Club is nearly triple the cost the Council will have to pay if it switches to a different supplier. This deal would also tie the Council in as the club's kick-start generator, with the risk being that if we did have to leave the club in the future, we may cause it to collapse. Although we fully support the aspirations of TRESOC, we simply cannot justify this risk.

See the Totnes Town Council news pages of the website for the full statements/information on this point.

Totnes Festival

The Totnes Festival group has announced that this year's event will not take place as they had planned and cite lack of funding from the Town Council as a reason why the project has stalled. Back in October 2023 the Town Council was asked for up-front funding for this (and other events) in 2024 and we were clear that as the Council was in the midst of setting our strategic priorities for the next three years, and because budgets are allocated so far in advance, we were simply unable to award anything until the 2024/25 budgets was finalised. In financial year 2024/25 £25K has been allocated in grants and all community groups are invited to submit applications for funding [see above] which can then be evaluated against other grant bids in line with the timetable set out.

Bridgetown Festival

A community group has announced plans for the 'Sky Rise Festival' a one-day event at Longmarsh on 20th July 2024 – no further details available at this time.

Link Councillor/Councillor Representative on Outside Body Updates

Cllr Auletta - Heritage and Open Spaces/Sports & Recreation)

I am attending a meeting this morning [Wed 3rd April] with the Museum and Image Bank to discuss future working together. I've been involved with further meetings regarding the Museum as it looks to refresh its vision and mode of operation. Also assisting Cllr Presswell regarding the Leechwell.

I've been meeting with Sustainable Staverton and Totnes Ramblers to discuss the walking / cycling link between Totnes and Buckfastleigh. Specifically the section across the Dartington Estate which I have asked Cllr Allen to assist with.

Working with Graham Bennett to shape Appendix B of the Traffic, Transport and Pedestrian Policy to take that through Traffic & Transport Steering Group and then Planning Committee for adoption.

I've continued to assist with aspects of the OSSR policy refresh and the draft Totnes Conservation Area Appraisal and Management plan consultation.

