

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

**MONDAY 13TH MAY 2024 IN THE GUILDHALL**

## Present: Councillors E Price (Chair), L Auletta, C Beavis, T Bennett, J Chinnock, T Cooper, J Cummings, J Hannam, J Hodgson, D Peters, A Presswell and L Smallridge.

Apologies: Cllr Collinson, District Councillors Allen and Birch.

Not Present: Cllr Roberts.

## In Attendance: members of the press and public, 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 2024-2025.**

Cllr Price was unanimously voted in as Mayor.

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

Cllr Price appointed Cllr Bennett 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 confirmation that all Members have completed or made any necessary amendments to their Declaration of Interests.**

The apologies from Cllr Collinson were accepted unanimously.

**Reports from County and District Councillors.**

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

a. County Cllr Hodgson had submitted a report and updated on: potholes, including the temporary repair outside Morrisons; hemlock along the river; and the Castle Street vehicle restrictions. Councillors asked about: children’s centres as a family hub; the governance review of HATOC; Devon County Council’s strategy for road repairs; and arrangements for the Freeport and Social Housing briefing that was suggested at a previous meeting.

b. District Cllr Allen had not submitted a report and was not present.

c. District Cllr Birch had submitted a report and was not present. The Chair suggested that Councillors email District Cllr Birch with any questions on his report.

d. District Cllr Presswell had submitted a report. Councillors asked: whether the Task and Finish Group has the necessary commercial skills to monitor development of the Freeport; and what is happening to the Army Cadet centre.

**4. COMMITTEE MEMBERSHIP**

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

The following appointments were **RESOLVED** unanimously:

Chairs of Committee

Council Matters – Cllr Peters

Planning – Cllr Bennett

Town Matters – Cllr Collinson

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| **Committee/Working Group** | **Cllr Members** |
| Full Council | ALL CLLRS ATTEND |
| Council Matters Committee | Beavis, Bennett, Chinnock, Hannam, Hodgson, Peters, Price, |
| Planning Committee | Auletta, Bennett, Collinson, Cooper, Cummings, Hodgson, Smallridge |
| Town Matters Committee | Auletta, Beavis, Chinnock, Collinson, Cummings, Peters, Presswell, Price, Roberts, Smallridge |
| **Link Councillors** | **Cllrs** |
| Cultural Links | Cooper |
| Arts | Hannam & Price |
| Elderly and Vulnerable People | Collinson & Hannam |
| Young People/Youth | Hannam & Hodgson |
| Heritage | Auletta, Bennett & Price, |
| Open Space, Sports Provision and Leisure | Auletta, Price & Roberts |
| Traffic and Transport | Auletta, Presswell & Roberts |
| Environment, Sustainability & Air Quality | Cummings & Hodgson |
| Disability | Collinson, Hodgson & Price |
| Business and Employment | Peters & Roberts |
| **Representatives on Outside Bodies** | **Cllrs** |
| TADPOOL | Hannam |
| Totnes Allotments Association | Hodgson |
| Vire Twinning Association | Cooper & Price |
| Totnes Municipal Charities and Totnes Bounds Charity | Bennett & Hannam |
| KEVICC Foundation Governors | Beavis, Bennett, Hannam & Price |
| Parish Paths Partnership | Auletta |
| Totnes Hospital League of Friends | Hannam, Price |
| DALC | Price |
| Dart Harbour Community Group | Collinson & Peters |
| Totnes Chamber of Commerce | Peters & Roberts |
| Fairtrade | Chinnock & Hannam |
| Museum Trust | Bennett |
| Caring Town | Collinson, Peters & Price |
| Network of Wellbeing | Cummings |
| Bridgetown Alive | Bennett, Hodgson & Presswell |
| Friends of Totnes Museum | Auletta |
| Daisy and Rainbow Childcare | Bennett |
| Inclusive Totnes [Disability] | Cummings & Price |
| Police & Crime Commissioner Councillor Advocate | Peters & Smallridge |
| Totnes Community Builders (formerly TC Development Society) | Beavis & Price |
| Devon Countryside Forum | Hodgson |
| Rural Service Network | Hodgson |
| Friends of Salfit | Cooper & Price |
| TQ9 Partnership | Collinson & Peters |
| Schools Engagement | Bennett |

**5. CLERK’S REPORT (Standing Item)**

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

Noted. The Chair suggested that any questions on the report should be directed to the Clerk.

### **6. 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 April 2024.**

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

**To note the following minutes:**

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

Noted.

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

Noted.

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

Noted.

### **7. 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 April 2024.**

No matters arising.

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

No recommendations.

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

No recommendations.

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

Item 6 - Castle Book Shop. It was **RESOLVED** unanimously to send a letter of support (as drafted) to the Castle Book Shop for their Community Ownership Fund application.

**8. STANDING ORDERS**

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

It was **RESOLVED** unanimously to accept the Standing Orders subject to the following amendments:

* Strategy Delivery Group meeting frequency changed from monthly to bi-monthly (updates to page 3 structure chart and section 28.
* Traffic and Transport Forum – page 3 structure chart to have a line from the Forum to the Planning Committee.
* Amended wording to sections 5.e)xii and 6.i)vi to read (additional text underlined) ‘to exclude the press and public… and non-committee Town Councillors.’

It was **AGREED** that the Strategy Delivery Group would look at how the role of the previous Climate Emergency Forum fits into the new Council structure.

**9. APPLICATION OFFERING UNFORESEEN BENEFITS**

**To consider any letter(s) of support in response to two applications offering unforeseen benefits from pharmaceutical companies to re-open a pharmacy alongside Leatside surgery.**

It was **RESOLVED** unanimously to write in support of a pharmacy being reinstated next to the Leatside Surgery.

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

**To note a list of upcoming meeting dates and annual meetings calendar, Council communications points and link Councillor/Councillor representatives on outside bodies updates.**

Noted.

### **11. NEXT MEETING**

**To note the next meeting date of Monday 10th June 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.*

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

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

No recommendations.

### **13. S106 CONTRIBUTIONS**

### **To consider the potential transfer of Baltic Wharf Phase 1 S106 contributions (commercial).**

There is no potential transfer of funds at this point in time.

### **14. 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.

The meeting closed at 8.15pm

Cllr Emily Price

Mayor