

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

**MONDAY 1ST JULY 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, N Roberts, T Robshaw, L Smallridge and M Trant.

Apologies: Cllr S Collinson.

## In Attendance: Members of the press and public, District Cllrs Allen and Birch, C Marlton (Town Clerk) and P Bethel (Town Sergeant).

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

Cllr Price welcomed the two new Councillors, Tobias Robshaw and Matt Trant, to the Council.

### **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.**

None.

***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 was present and had submitted her report just prior to the meeting.

b. District Cllr Allen was present and had submitted her report just prior to the meeting.

c. District Cllr Birch was present and gave a verbal update on his written report. Cllrs asked about the asset placed development which they believe the Town Council should be involved with.

d. District Cllr Presswell was present and gave a verbal update on her written report, including dentistry, war memorials and a finance fair.

*The Council reconvened.*

**3. CLERK’S REPORT (Standing Item)**

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

The Clerk will circulate the report to Councillors by email.

### **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 10th June 2024.**

It was **RESOLVED** by majority to approve and sign the minutes, subject to amendment which agrees the recommendations committees under 5b and 5c, and an additional sentence about section 137 expenditure under item 7.

**To note the following minutes:**

**b.** **Planning Committee 17th June 2024.**

Noted.

**c. Town Matters Committee 24th June.**

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 10th June 2024.**

No matters arising.

**b. Planning Committee 17th June 2024.**

Item 6a – Planning Business in August. It was **RESOLVED** that delegated authority is given to the Clerk for August to respond to planning applications based on comments from members of the Planning Committee.

**c. Town Matters Committee 24th June 2024.**

Item 4b – Strategy Delivery Group Draft Terms of Reference. To be considered under Full Council item 7 Standing Orders Update.

Item 5 – Vegetation Over Pavements. It was **RESOLVED** that the Council writes to Devon County Council with its concerns that its statutory requirements are not being met in regards to equality duties and highways. The letter will be shared with Inclusive Totnes. Cllr Peters is to draft the letter to be sent through the Clerk.

### **6. RECESS COMMITTEE**

**To consider the appointment of a recess committee to meet (if required) on 5th August 2024.**

It was **RESOLVED** to appoint a recess committee of Cllrs Auletta, Bennett, Collinson, Cummings and Peters (quorum of 3). This meeting will only be held if required.

### **7. STANDING ORDERS UPDATE**

**To consider the Town Matters Committee recommendation for an update to Standing Orders new section 29 ‘Terms of Reference for Working Groups’.**

It was **RESOLVED** to update Standing Orders with a new section 29 ‘Terms of Reference for Working Groups’, subject to amendments which:

* caps the number of councillors at 6 (rather than 4-5 proposed); and
* include reference to ‘social, economic, environment quality and cultural life of the town’.

### **8. COMMITTEE MEMBERSHIP**

**consider the committee, working group and link council membership for:**

**a. newly elected Councillors.**

Cllr Smallridge resigned from and Cllr Robshaw was appointed to the Town Matters Committee.

**b. The Strategy Delivery Group working groups for: economy; environment and public realm; and community.**

The Strategy Delivery Group Working Group memberships was **RESOLVED** as follows:

Community – Cllrs Bennett (Chair), Chinnock, Cooper, Hannam, Presswell and Robshaw.

Economy – Cllrs Roberts (Chair), Auletta, Beavis, Chinnock, Peters and Trant.

Environment and Public Realm – Cllrs Hodgson (Chair), Peters (Deputy), Auletta, Collinson and Cummings.

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

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

Noted.

### **10. NEXT MEETING**

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

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

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

None.

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

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

There were no updates at this time.

The meeting closed at 7.45pm.

Cllr Emily Price

Chair