



AGENDA FOR THE MEETING OF COUNCIL MATTERS COMMITTEE MONDAY 19TH MAY 2025 AT 6.30PM IN THE GUILDHALL

There are stairs to the Council Chamber but if any member of the public has mobility issues the Council can relocate to the lower Guildhall.

You are hereby SUMMONED to attend the **Council Matters Committee** on **Monday 19th May 2025** at **6.30pm** in the Guildhall for the purpose of transacting the following business:

Committee Members: Councillors L Auletta, C Beavis, T Bennett, J Chinnock, J Hannam, D Peters, E Price and M Trant.

1. WELCOME AND APOLOGIES FOR ABSENCE

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 90 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.

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

The Committee will adjourn for the following items:

PUBLIC QUESTION TIME

A period of 15 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Committee or other items that affect Totnes.

The Committee will convene to consider the following items:

2. ELECTION OF DEPUTY CHAIR

To elect a deputy chair for the Committee. No document.

3. CONFIRMATION OF MINUTES

To approve the minutes of 14th April 2025 and update on any matters arising. Document attached

4. BUDGET MONITOR

To consider the Budget Monitor. Document attached.

5. BUDGET OUTTURN STATEMENT

To note the budget outturn statement for financial year 2024/25. Document attached.

6. CHRISTMAS MARKETS 2026

To consider an event report and draft tender document for future Christmas Markets from 2026 onwards. Document to follow.

7. COMMUNITY GRANTS

To review the Community Grant applications and make a recommendation to Full Council. Document attached.

8. INVESTMENT STRATEGY REVIEW

To review the Investment Strategy. Document attached.

9. DATE OF NEXT MEETING

To note the date of the next meeting of the Council Matters Committee – Monday 9th June 2025 at 6.30pm in the Guildhall. No document.

*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)*

10. BANK STATEMENTS AND RECONCILIATIONS (Standing Item)

To consider the bank statements and reconciliations for April (financial). Documents attached.

11. PROPERTY OWNERSHIP

To consider a property ownership issue (legal). Verbal update.

12. GUILDHALL COTTAGE

To consider the repairs required and future use of Guildhall Cottage (financial). Verbal update.

13. CASTLE MEADOW

To consider legal advice on Castle Meadow access (legal). Verbal update.

14. CHRISTMAS LIGHTS

To consider seeking legal advice on the return of the Council's Christmas lights and unresolved functionality issues (legal). Verbal update.

15. STAFF REPORT

To consider a staffing report including details on priorities and hours of work (staffing). Document to follow.

16. STAFFING UPDATE

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

Catherine Marlton
Town Clerk
14th May 2025

USE OF SOUND RECORDINGS AT COUNCIL & COMMITTEE MEETINGS

The open proceedings of this Meeting will be audio and video recorded. If members of the public make a representation, they will be deemed to have consented to being recorded. By entering the Council Chamber or Zoom meeting, attendees are also consenting to being recorded.

Televised, vision and sound recordings or live broadcastings by members of the press or public at Council or Committee debates are permitted and anyone wishing to do so is asked to inform the Chairman of the respective Committee of their intention to record proceedings.