



AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL MONDAY 1ST SEPTEMBER 2025 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 Town Council, on **Monday 1st September 2025 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 Committee 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 July and August 2025 (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 the Confidential session)

- a. Full Council 7th July 2025 – document attached.
- b. Recess Committee 11th August 2025 – document attached.

To note the following minutes:

- c. Council Matters Committee 14th July 2025 – document attached.
- d. Planning Committee 21st July 2025 – document attached.
- e. Town Matters Committee 28th July 2025 – 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 the Confidential session)

- a. Full Council 7th July 2025.
- b. Recess Committee 11th August 2025.
- c. Council Matters Committee 14th July 2025.
- d. Planning Committee 21st July 2025.
- e. Town Matters Committee 28th July 2025.

6. STRATEGY DELIVERY WORKING GROUP UPDATES

To receive an update from the Chairs of the Strategy Delivery Working Group Chairs. Verbal update.

7. SOUTH HAMS DISTRICT COUNCIL INFORMAL CONSULTATIONS

To consider any response to South Hams District Council on the following informal consultations:

- a. Parking Permits in Totnes. Document attached.
- b. Dates for two days free parking for Christmas. Document attached.

8. STATEMENT OF LICENSING POLICY CONSULTATION

To consider any response to the South Hams District Council Statement of Licensing Policy consultation (deadline for comments is 30th September). Document attached.

9. COMMITTEE MEMBERSHIP

To consider Cllr Price becoming a member of the Town Matters Committee. No document.

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. Document attached.

11. NEXT MEETING

To note the next meeting date of Monday 6th October 2025 for Full Council, 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.

12. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

To consider any recommendations or matters arising that are considered confidential in nature. No document.

13. MARKETING AND COMMUNICATIONS REVIEW APPOINTMENT

To ratify the appointment of a consultant to carry out the strategic review of Marketing and Communications, Business Support and Tourism Services (commercially sensitive). Document attached.

14. CIVIC HALL ROOF

To consider the quotes received for works to the Civic Hall flat roof (commercially sensitive). Documents attached.

15. ELMHIRST PROJECT (Standing Item)

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

Agenda produced by:

Catherine Marlton

Town Clerk

27th August 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.