



AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL

MONDAY 6TH JULY 2026 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 6th July 2026 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 – Page 4
- d. District Cllr Presswell – Page 6

The Council will convene to consider the following items:

3. CLERK'S QUARTERLY REPORT

To note the Clerk's Quarterly Report for April - June 2026 (general updates and correspondence). Document to follow 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 the Confidential session)

- a. Full Council 1st June 2026 – document attached [page 9].

To note the following minutes:

- b. Council Matters Committee 8th June 2026 – document attached [page 13].
- c. Planning Committee 15th June 2026 – document attached [page 17].
- d. Town Matters Committee 22nd June 2026 – document attached [page 20].

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, page 24):

(Please note confidential minutes can be agreed but any discussion must be held in Confidential session)

- a. Full Council 1st June 2026 [page 9].
- b. Council Matters Committee 8th June 2026 [page 13].
- c. Planning Committee 15th June 2026 [page 17].
- d. Town Matters Committee 22nd June 2026 [page 20].

6. CLUSTER ARRANGEMENTS

To receive an update on Cluster work and to consider a formalisation of the Town and Parish Cluster arrangement. Verbal update.

7. RECESS COMMITTEE

To consider the appointment of a recess committee to meet on 3rd or 10th August 2026. Verbal update.

8. 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 [page31].

9. NEXT MEETING

To note the next meeting date of Monday 7th September 2026, 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.

10. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item) hard copy documents provided

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

11. GUILDHALL WALL REPAIR

To consider the quotes for the repair of the Guildhall Wall (commercial).

12. GROUNDS MAINTENANCE CONTRACT

To consider the quotes for a six-month grounds maintenance contract (commercial). Document attached.

13. COMMUNITY ASSETS

To consider Community Asset opportunities, including Kingsbridge Inn and Laura House (financial). Verbal update.

14. CASTLE MEADOW ALLOTMENTS

To consider a complaint from the Totnes Allotment Association regarding the Castle Meadow Allotments (legal). Verbal update.

Agenda produced by:

Catherine Marlton

Town Clerk

1st July 2026

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.