



## AGENDA FOR THE MEETING OF COUNCIL MATTERS COMMITTEE MONDAY 9<sup>TH</sup> FEBRUARY 2026 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 9<sup>th</sup> February 2026 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. CONFIRMATION OF MINUTES**

To approve the minutes of 12<sup>th</sup> January 2026 and update on any matters arising. Document attached.

### **3. BUDGET MONITOR**

To consider the Budget Monitor. Documents attached.

### **4. STRATEGY DELIVERY WORKING GROUPS**

To consider any budgetary recommendations from:

- a. Environment and Public Realm Working Group, 21<sup>st</sup> January 2026. Document attached.
- b. Economy Working Group, 4<sup>th</sup> February 2026. Document to follow.

### **5. COUNCIL RISK ASSESSMENTS**

To consider a summary of the Council's Risk Assessments. Document attached.

### **6. COUNCIL GRANTS REPORT**

To consider a summary of the reports on the Council Grants awarded in June 2025. Document attached.

## **7. GUILDHALL DISPLAY CASES**

To consider the minor re-organisation of some Guildhall display cases before the season opens in April. Document attached.

## **8. CEMETERY FEES**

To consider a review of the Cemetery Fees for financial year 2026/27. Document attached.

## **9. PENSIONS DISCRETION POLICY**

To review the Pensions Discretion Policy. Document attached.

## **10. FIXED ASSET REGISTER**

To note the Council's Fixed Asset Register. Document attached.

## **11. DATE OF NEXT MEETING**

To note the date of the next meeting of the Council Matters Committee – Monday 9<sup>th</sup> March 2026 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)*

## **12. BANK STATEMENTS AND RECONCILIATIONS (Standing Item)**

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

## **13. GUILDHALL GARAGE OWNERSHIP**

To consider an update on the ownership of the Guildhall Garage (legal). Document attached.

## **14. MARKETING AND COMMUNICATIONS AUDIT**

To consider the budget and staffing implications of the Marketing and Communications Audit (staffing). Document to follow.

## **15. GUILDHALL WALL**

To note an update on the structural survey carried out on the Guildhall Wall and the remedial works required (commercial). Document attached.

## **16. STAFFING UPDATE**

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

Catherine Marlton  
Town Clerk  
4<sup>th</sup> February 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.**