



AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL

MONDAY 1st JUNE 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 1st June 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 – document attached.
- d. District Cllr Presswell – document attached.

The Council will convene to consider the following items:

3. 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 11th May 2026 – document attached.

To note the following minutes:

- b. Council Matters Committee 18th May 2026 – document attached.
- c. Planning Committee 20th May 2026 – document attached.

4. 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 Confidential session)

- a. Full Council 11th May 2026.
- b. Council Matters Committee 18th May 2026.
- c. Planning Committee 20th May 2026.

5. STRATEGIC PLAN QUARTERLY REPORT

To consider a quarterly report on the Strategic Plan progress. Document attached.

6. INTERNAL AUDIT REPORT

To receive the Internal Audit Report for 2025/26, consider the findings and action plan. Document attached.

7. ANNUAL GOVERNANCE STATEMENT

To:

- a. Consider and approve the Annual Governance Statement for 2025/26 by resolution (document to follow); and
- b. Chair to sign the Governance Statement.

8. ACCOUNTING STATEMENT

To:

- a. Consider the Accounting Statement for 2025/26 (document to follow);
- b. Approve the Accounting Statement for 2025/26 by resolution; and
- c. Chair to sign the Accounting Statement for 2025/26.

9. COUNCILLOR REPRESENTATIVE ROLES

To consider a request from Cllr Robshaw (and any other requests) for Councillor representative roles. Document attached.

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 July 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.

12. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

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

13. GUILDHALL COTTAGE

To consider the future use of the Guildhall Cottage (financial). Document attached.

14. TOWN COUNCIL INSURANCE

To consider the quote for renewal of the Town Council's insurance (financial). Document to follow.

15. DISPOSAL OF KEVICC LOWER SITE

To consider the notice of disposal letter received on behalf of Education Southwest for the KEVICC lower site which is listed as an asset of community value (legal and financial). Document attached.

16. FUTURE COMMUNITY ASSETS

To consider future community assets in the town (commercial and financial). Document to follow.

Agenda produced by:

Catherine Marlton

Town Clerk

27th May 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.