MINUTES FOR THE MEETING OF COUNCIL MATTERS
MONDAY 12TH OCTOBER 2026 AT 6.30PM IN THE GUILDHALL

Present: Councillors D Peters (Chair), L Auletta, C Beavis, T Bennett, J Chinnock, J Hannam, E Price and M Trant.
Apologies: None.
In Attendance: C Bewley (Finance and HR Manager).

1. APOLOGIES FOR ABSENCE

The Chair read a statement about how the meeting would be conducted.

PUBLIC QUESTION TIME

There were no members of the public present.

2. CONFIRMATION OF MINUTES

To approve the minutes of 14th September 2026 and update on any matters arising.

The minutes were **AGREED** unanimously as an accurate record of the proceedings.

3. STRATEGY DELIVERY WORKING GROUPS

To consider any budgetary recommendations from the following:

a. Any grant funding recommendations from the Working Groups.

The recommendations from the working group were **AGREED** unanimously, that:

- the Totnes Trust application is not funded given the uncertainty over future public access of the site; and to make the Totnes Trust aware of the grants page on the Town Council website that may have grants for public art and sculpture.
- the Living Projects 'Grow Share' application is rejected as the project is based in Dartington and therefore does not conform with the policy requirement of being based within the Totnes parish boundary. It is suggested that they approach Dartington Parish Council for funding.

4. BUDGET MONITOR

To consider the Budget Monitor.

The budget monitor was **AGREED** unanimously.

5. MAYOR'S ENGAGEMENTS AND BUDGET

To consider the Mayor's engagements since July 2026 and the current budget.

Noted.

6. ABSENCE MANAGEMENT POLICY

To review the Absence Management Policy.

It was **RESOLVED** to adopt the Absence Management Policy.

7. PENSIONS DISCRETION POLICY

To consider a Pensions Discretions Policy.

It was **RESOLVED** to adopt the revised Pensions Discretion Policy.

8. PRIVACY POLICY

To review the Privacy Policy.

To **RECOMMEND** to Full Council that it adopts the revised Privacy Policy.

9. EXTERNAL AUDIT CERTIFICATE

To note the external audit certificate.

Noted.

10. DATE OF NEXT MEETING

To note the date of the next meeting of the Council Matters Committee – Monday 9th November 2026 at 6.30pm in the Guildhall.

Noted.

*The Committee **RESOLVED** 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)*

11. BANK STATEMENTS AND RECONCILIATIONS (Standing Item)

To consider the bank statements and reconciliations for September (financial).

These were reviewed and **AGREED** unanimously.

12. BIRDWOOD HOUSE REPORT

To consider a report on works required at Birdwood House (financial).

It was **AGREED** to accept the quote for preparing the specification of works and the Listed Buildings Consent application.

13. STAFFING UPDATE

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

Noted.

The meeting closed at 7.00pm

C Bewley
Finance and HR Manager
12th October 2026