



**MINUTES FOR THE PEOPLE COMMITTEE
THURSDAY 26 NOVEMBER 2015 AT THE GUILDHALL OFFICES TOTNES**

Attendees: Councillors Whitty (Chair), Cllr R Adams, Cllr M Connelly, Cllr R Hendriksen, Cllr B Piper, Cllr Vint.
Present: Steve Peacock (Press), Catherine Marlton (Deputy Town clerk).
Not present: Cllr Simms.

No	Subject	Comments
1	To receive apologies and to confirm that any absence has the approval of the Council.	
	<i>The Committee will adjourn for the following item:</i>	
	Public Engagement: 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.	No public attended the meeting.
	<i>The Committee will convene to consider the following items:</i>	
2	To approve the minutes of the last meeting held on 03 November 2015	Minutes were agreed.
3	To deal with any matters arising from the minutes of the last meeting.	It was agreed to carry forward actions from 03 November 2015 to the January People Committee. Cllr Vint agreed to forward a PowerPoint presentation on a recent S106 briefing to all members of the Committee.
4	To consider a draft report regarding the future venues for Full Council Meetings	Councillors discussed the issues regarding the use of the Guildhall for Full Council meetings, and the programme of maintenance works needed in the Guildhall. Councillors proposed that the Deputy Town Clerk produce a costed schedule of works to include heating, upstairs flooring, glass roof, brighter lighting and adaptations to the downstairs 'well' area in the form of cushioning to make the venue suitable for meetings in the longer term. This report should be taken to January Full Council for agreement and the works to be carried out in the early part of 2016. As a result Full Council meetings would temporarily move to alternative venues for the period of works, starting with the Civic Hall in January 2016. The intention is to move back to the Guildhall as soon as possible. The People Committee RECOMMENDS that the Full Council meetings are moved from the Guildhall to alternative venues until the space can (if possible) be made fit for purpose – overcoming

		heating, lighting, audio, seating and access issues. This should commence immediately to ensure that Councillors struggling with above issues can attend the meetings.
5	Councillors are asked if they wished to attend a day's training on homelessness on 3rd December at Market Place Ministries	<p>The Deputy Town Clerk, Cllr Hodgson, Cllr Hendriksen and Cllr Vint expressed interest in attending the training, Cllr Whitty agreed to forward the names to the training organisers.</p> <p>The issue of the homeless sleeping outside the Guildhall was discussed. Councillors were not happy to support a proposal of temporary fencing at this time but would consider it again in future if other measures proved unsuccessful.</p> <p>The People Committee RECOMMENDS that Full Council agree expenditure on CCTV and security lighting outside the Guildhall as an urgent spend in the current financial year.</p>
6	To consider the notes from the Council Venues Working Group Meeting held on Wednesday 18 th November	<p>The Deputy Town Clerk presented a briefing on legal advice taken with regards to three aspects of the Civic Hall, the security of lease, the maintenance of the adjoining building and the water supply to one of the Civic Hall shop units.</p> <p>Councillors felt reassured that the lease provided the Town Council with security in the long term.</p> <p>Councillors agreed with the legal advice in relation to both the adjoining building condition and the water supply to the Civic Hall shop unit. The Deputy Town Clerk was asked to draft two letters for agreement by the Town Clerk and Town Council solicitors.</p> <p>The People Committee RECOMMENDS to Full Council that the legal advice be followed in relation to the water supply to the Civic Hall shop unit and regarding the maintenance and access of the adjoining building, and therefore that letters are sent to South Hams District Council on both matters.</p>
7	To note the increase in roll at Bidwell Brook School (now agreed formally) from 80 – 95 day places with immediate effect	Noted.
8	To receive an update on Open Space and Borough Park – standing item	<p>A meeting at SHDC confirmed £432k for open space and sports provision in S106 monies. Plans will be integrated with the Neighbourhood Plan. Cllr Vint to circulate the PowerPoint presentation to committee members for reference.</p> <p>The Deputy Clerk explained that a small bid for TAP monies was being collated with local voluntary groups in relation to small open space projects in the town. Further information will be fed back to the Committee.</p>
9	To receive an update on the Mansion and Caring Town Totnes. – standing item	The Mansion transfer to TDCS is almost complete. Contracts with tenants will be carried forward.
10	To set the dates of future meetings.	Wednesday 13 th January at midday agreed.

END

MAYOR