

# **MINUTES FOR THE TOWN MATTERS COMMITTEE**

# **MONDAY 24TH JUNE 2024 IN THE GUILDHALL**

Present: Councillors J Cummings (Chair), L Auletta, C Beavis, J Chinnock, D Peters, A Presswell, E Price (from 18.35), N Roberts and L Smallridge.

Apologies: Cllr Collinson.

## In Attendance: Traffic and Transport Chair, Cllr Trant, and S Halliday (Governance and Projects Manager).

### **1. WELCOME AND APOLOGIES FOR ABSENCE**

### **To receive apologies and to confirm that any absence has the approval of the Council.**

Cllr Cummings read out a statement about how the meeting would be conducted and recorded.

The apologies were accepted.

*The Committee will adjourn for the following items:*

### **PUBLIC QUESTION TIME**

There were no members of the public who wished to speak.

*The Committee reconvened.*

**2. CONFIRMATION OF MINUTES**

### **To approve the minutes of 29th April 2024 and update on any matters arising.**

The minutes were **AGREED** as an accurate record of proceedings. Matters arising:

Item 6 – Castle Bookshop. It was **RESOLVED** by Full Council that the Council sends a letter of support to the Castle Bookshop for their Community Ownership Fund application.

### **3. OPEN SPACE, SPORTS, RECREATION AND WELLBEING POLICY REVIEW**

**To review the following sections of the Council’s Open Spaces, Sport Recreation and Wellbeing Plan** **and make a recommendation to Full Council:**

**a. Parks and Gardens**

There was discussion of the various areas listed, whether they were in the correct category and a requirement for Borough Park to have aspirations to provide park provision more widely rather than just sporting facilities. The officer will update the table based on discussions and Councillors are invited to review and update the document.

**b. Introductory text**

**c. Projects list**

3b and 3c - It was **AGREED** that further Task and Finish Group meetings would be held to:

* Consider the amenity green space category that doesn’t appear in the South Hams District Council original list.
* Ensure the facilities are listed under the most appropriate category.
* Redraft the introductory text.
* Review the project list.

The revised OSSRW Plan will return to the Town Matters Committee in July for final consideration and making a recommendation to Full Council.

### **4. STRATEGY DELIVERY GROUP**

**To consider the notes and actions from the Strategy Delivery Group (documents attached):**

**a. the creation of three working groups for Economy, Environment and Public Realm, and Community as set out in Standing Orders section 26.2.4; and**

It was **AGREED** to form the three working groups.

**b. if (a) is agreed, review the draft Terms of Reference for these working groups and make a recommendation to Full Council.**

Subject to minor amendments to the draft Terms of Reference (reference to ‘delivery’ in the purpose section; under membership the ability to co-opt other councillors as well as members of the community, and the election of a chair and deputy for all working groups), to **RECOMMEND** to Full Council that the Terms of Reference for the Strategy Delivery Group Working Groups is included as an update to Standing Orders (new section 29).

The Committee voted to extend the meeting by 10 minutes.

**5. VEGETATION OVER PAVEMENTS**

**To consider the lack of maintenance regarding vegetation on pavements and verges along the western bypass and any Town Council action.**

Cllr Peters explained the problem of overgrown vegetation encroaching onto key pavements alongside roads in Totnes (notably Western Bypass, back route to Morrisons) which has implications for those in wheelchairs, pushchairs and the visually impaired. Devon Highways has a Public Sector Equality Duty and the Committee does not believe that this obligation is being considered with regards to maintaining the safe pavement access to an adequate level.

To **RECOMMEND** to Full Council that the Council writes to Devon County Council with its concerns that its statutory requirements are not being met in regards to equality duties and highways. The letter will be shared with Inclusive Totnes. Cllr Peters is to draft the letter to be sent through the Clerk.

### **6. DATE OF NEXT MEETING**

### **To note the date of the next meeting of the Town Matters Committee – Monday 24th June 2024 at 6.30pm.**

### Noted.

The meeting closed at 8.15pm.

Sara Halliday

Governance and Projects Manager