

# **AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL**

# **MONDAY 2ND DECEMBER 2024 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 Council, on **Monday 2nd December 2024** at **7.00pm** for a maximum of 120 minutes the purpose of transacting the following business:

### **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.

### **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 Council will adjourn for the following items:*

Reports from County and District Councillors.

1. County Cllr Hodgson – no document.
2. District Cllr Allen – no document.
3. District Cllr Birch – document attached.
4. District Cllr Presswell – document attached.

*The Council will convene to consider the following items:*

### **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 Part 2)*

1. Full Council 4th November 2024 – document attached.

To note the following minutes:

1. Council Matters Committee 11th November 2024 – document attached.
2. Planning Committee 18th November 2024 – document attached.
3. Town Matters Committee 25th November 2024 – document attached.

### **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 Part 2)*

1. Full Council 4th November 2024.
2. Council Matters Committee 11th November 2024.
3. Planning Committee 18th November 2024.
4. Town Matters Committee 25th November 2024.

### **MHCLG CONSULTATION ON REMOTE MEETINGS**

To consider the Ministry of Housing, Communities and Local Government consultation on ‘Enabling remote attendance and proxy voting at local authority meetings’ as recommended by the Council Matters Committee (deadline 19th December). Document attached.

### **LIST OF MEETING DATES**

To note a list of upcoming meeting dates (including a 2025 meeting calendar), Councillor communications points and link Councillor/Councillor representatives on outside bodies updates. Documents attached.

### **NEXT MEETING**

To note the next meeting date of Monday 6th January 2025, 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.*

### **CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)**

To consider any recommendations or matters arising that are considered confidential in nature: Council Matters Committee item 12 (legal). Document attached.

### **GROUNDS MAINTENANCE TENDER**

To consider tender documents received for the grounds maintenance contract (commercially sensitive). Summary document attached.

### **ELMHIRST PROJECT (Standing Item)**

To consider an update on the Elmhirst project and the delegation of costs associated with the bid process (commercially sensitive). Document attached.

Agenda produced by:

Catherine Marlton

Town Clerk

27th November 2024

**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.**