



## AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL

MONDAY 3<sup>RD</sup> FEBRUARY 2025 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 3<sup>rd</sup> February 2025** 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.

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*The Council will adjourn for the following items:*

Report from Devon and Cornwall Police, Sgt Hickman – verbal update.

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.

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*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 Part 2)*

- a. Full Council 6<sup>th</sup> January 2025 – document attached.

To note the following minutes:

- b. Council Matters Committee 13<sup>th</sup> January 2025 – document attached.
- c. Planning Committee 20<sup>th</sup> January 2025 – document attached.
- d. Town Matters Committee 27<sup>th</sup> January 2025 – 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 Part 2)*

- a. Full Council 6<sup>th</sup> January 2025.
- b. Council Matters Committee 13<sup>th</sup> January 2025.
- c. Planning Committee 20<sup>th</sup> January 2025.
- d. Town Matters Committee 27<sup>th</sup> January 2025.

#### 5. BUDGET FOR 2025/26

To consider the Council Matters Committee recommendations for the budget for financial year 2025/26. Document attached.

#### 6. WORKING GROUP MEMBERSHIP

To consider a request from Cllr Collinson to join the Community Working Group. No document.

#### 7. SOUTH HAMS DISTRICT COUNCIL CAR PARKING DECISION – COUNCIL RESPONSE

To consider (no document):

- a. The Council's existing reactive (rather than pro-active) position on communications around this issue; and
- b. Giving delegated authority to agree the final wording of a press release to: the Mayor, Cllrs Roberts (Economy Working Group Chair) and Chinnock, Town Clerk and Comms and Marketing Manager.

#### 8. ANNUAL TOWN MEETING AND MAYOR MAKING

To consider (document attached):

- a. the proposed dates for the annual town meeting and mayor making; and
- b. the format of the annual town meeting.

#### 9. LIST OF MEETING DATES

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

#### 10. NEXT MEETING

To note the next meeting date of Monday 3<sup>rd</sup> March 2025, 6.30pm public session, 7.00pm formal meeting in the Guildhall.

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*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.*

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#### 11. CONFIDENTIAL ITEMS FROM COMMITTEE (Standing Item)

To consider any recommendations or matters arising that are considered confidential in nature (legal).

#### 12. ELMHIRST PROJECT (Standing Item)

To consider any update on the Elmhirst project (commercially sensitive). Verbal update

Agenda produced by:

Catherine Marlton  
Town Clerk  
29<sup>th</sup> January 2025

#### **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.**