



MINUTES FOR THE MEETING OF TOTNES TOWN COUNCIL **MONDAY 3RD FEBRUARY 2025 IN THE GUILDHALL**

Present: Councillors E Price (Chair), L Auletta, C Beavis, T Bennett, J Chinnock, T Cooper, J Cummings, J Hodgson, D Peters, A Presswell and M Trant.

Apologies: Cllrs S Collinson, J Hannam, N Roberts, T Robshaw and L Smallridge.

In Attendance: Members of the public, District Cllr Birch, C Marlton (Town Clerk) and P Bethel (Town Sergeant).

1. WELCOME TO ALL ATTENDING AND OBSERVING

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.

The apologies were received and accepted. There were no amendments to declarations of interest.

The Committee will adjourn for the following items:

Report from Devon and Cornwall Police, Sgt Hickman.

Not present.

Reports from County and District Councillors.

- a. **County Cllr Hodgson**
- b. **District Cllr Allen**
- c. **District Cllr Birch**
- d. **District Cllr Presswell**

It was RESOLVED to suspend standing orders.

- a. County Cllr (C Cllr) Hodgson had not submitted a report and updated on: the '20's Plenty' vehicle speed scheme; and the proposed Littlehempston cycle path. Cllrs asked about a map showing the 20mph areas proposed and the bridge over the river.
- b. District Cllr Allen was not present and had not submitted a report.
- c. District Cllr Birch was present and answered questions on his written report, including: the Joint Local Plan after 2035; the South Hams District Council response objecting to the devolution proposal;

d. District Cllr Presswell was present and answered questions on her written report, including: the community bid for the Kingsbridge Inn; seasonal car parking charges; the Pavilion.

The Council reconvened.

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 6th January 2025.

It was **RESOLVED** to approve and sign the minutes.

To note the following minutes:

b. Council Matters Committee 13th January 2025.

Noted.

c. Planning Committee 20th January 2025.

Noted.

d. Town Matters Committee 27th January 2025.

Noted.

4. CONSIDERATION OF ANY MATTERS ARISING

To consider any matters arising from the Minutes and to approve any recommendations from Committees:

(Please note confidential minutes can be agreed but any discussion must be held in Part 2)

a. Full Council 6th January 2025.

No matters arising.

b. Council Matters Committee 13th January 2025

Item 3 – Reserves Policy. It was **RESOLVED** unanimously to accept the amendment to reflect a minimum of 3-6 month in General Reserves.

Item 4b – Proposed Earmarked Reserves and budget expenditure. It was **RESOLVED** unanimously to create Earmarked Reserves as listed.

Item 4c - Community/Economy/Environment and Public Realm and Strategic Priorities budgets. It was **RESOLVED** unanimously to approve budget allocations in 2024/25 for: a one off 'tidy up by an external contractor (£10K); and transport feasibility Phase 1 (£10K).

Item 5 – Draft 2025/26 Budget. See item 5 on the agenda.

c. Planning Committee, 20th January 2025

Item 5a – Potential locations for vehicle activated signs. It was **RESOLVED** unanimously that the following locations are supported for Phase 1 Vehicle Activated Sign locations in Totnes and that further advice from Devon County Council Highways is requested: Plymouth Road; Western Bypass (below Cistern Street); Bridgetown Hill, St Katherine's Way.

d. Town Matters Committee, 27th January 2025

Item 3a – Environment and Public Realm Working Group, Cistern Street/Bypass. It was **RESOLVED** that the Council writes to:

- Devon County Council to ask: if there are suggestions of how best to prevent illegal parking/encampments along the stretch of land by installing boulders, railings, etc; and what site provision is made for travellers in the county, specifically around Totnes; and
- South Hams District Council to enquire that what site provision they have made or are considering for travellers in the district.

Item 4 – Great British Spring Clean and Great Big School Clean 2025. It was **RESOLVED** that the Council takes a role of awareness and promotion by providing publicity of the initiatives through:

- Posts on social media making the public aware of the scheme and inviting details of events which can be reshared to attract volunteers;
- Contacting local schools, Scouts, Transition Town Totnes/Transition Streets, Bridgetown Alive!, TQ9 Partnership to make them aware of the week and the importance of keeping our community tidy as part of an ongoing efforts;
- Coinciding the introduction of larger litter bins being installed and one-off tidy ups funded by the Town Council for these weeks; and
- Individual Councillors get involved in any larger schemes if they can.

5. BUDGET FOR 2025/26

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

It was unanimously **RESOLVED** to accept the proposed budget as recommended by Council Matters, including the anticipated spend from reserves.

6. WORKING GROUP MEMBERSHIP

To consider a request from Cllr Collinson to join the Community Working Group.

It was **RESOLVED** that Cllr Collinson joins the Community Working Group membership.

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

To consider:

a. The Council’s existing reactive (rather than pro-active) position on communications around this issue; and

It was **RESOLVED** to respond reactively to the car parking issues/questions in terms of communications.

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.

It was **RESOLVED** to give delegated authority to Cllrs Chinnock and Price, the Town Clerk and the Marketing and Communications Manager to finalise the Town Council’s press release.

8. ANNUAL TOWN MEETING AND MAYOR MAKING

To consider:

a. the proposed dates for the annual town meeting and mayor making; and

It was **AGREED** to look at alternative dates and Guildhall use for the Annual Town Meeting and the Mayor Making on 21st May.

b. the format of the annual town meeting.

It was **AGREED** to accept the format of the meeting as proposed, including updates from the working group chairs.

9. LIST OF MEETING DATES AND COMMUNICATIONS POINTS

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

Noted.

10. NEXT MEETING

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

Noted.

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.

11. 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).

None.

12. ELMHIRST PROJECT (Standing Item)

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

None.

The meeting closed at 8.45pm.

Cllr Emily Price
Chair