

## TEIGNMOUTH TOWN COUNCIL



**Bitton House  
Teignmouth  
Devon**

**21<sup>st</sup> October 2021**

Dear Councillor

A meeting of the Finance Committee will be held at Bitton House on **Thursday 28<sup>th</sup> October 2021 at 4.00pm** (following the Planning Committee meeting) to discuss the following items as set out below and your attendance is required.

**Please note:**

Under the Openness of Local Government Bodies Regulation 2014, this meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.

The public are welcome at Teignmouth Town Council meetings. Members of the public are invited to ask questions or raise issues relevant to the work of the Town Council. 15 minutes is set aside for public participation and individual speakers are restricted to 3 minutes. Public participation is not part of the formal business of the Town Council however, a note will be made of matters raised and recorded within the minutes of the meeting.

**Use of Mobile Phones**

In accordance with Minute 30, mobile phones be limited to personal use only (in case of emergencies) and in which case the Councillor is to leave the room to respond. Mobile phones are to be switched to silent during the meeting to avoid disruption.

**Public Participation**

Electors may speak for three minutes on any item on the following agenda. 3 days notice is required – please e-mail the Town Clerk – [townclerk@teignmouth-devon.gov.uk](mailto:townclerk@teignmouth-devon.gov.uk)



**Mrs T J T Rowe  
Town Clerk**

## **A G E N D A**

**1. Apologies** – to receive apologies for absence.

**2. Declarations of Interest**

In accordance with the Code of Conduct (section 13, Appendices A and B), Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in items to be considered at this meeting. Members are also reminded that the timescale to alter their stated interests with the District Council's Monitoring Officer is 28 days.

**3. Dispensations**

A request for a dispensation is to be made to the Town Clerk, no less than 5 working days before Council meetings. The Council may grant a member(s) a dispensation(s) to participate in a discussion and vote on a matter at a meeting even if he/she has an interest in that item.

**4. Report on expenditure against budget for the 6 months to 30th September 2021.**

**5. Review of the Town Council Financial Regulations, Investment Strategy and Procurement Policy.**

**6. To review the Finance Committee Terms of Reference.**

**7. Pavement Café Licence review – to receive a report from the Projects and Facilities Manager on a charge based on the square meterage used per property, for 2022/23 (from the 28<sup>th</sup> July 2021 meeting).**

**8. To review the Town Council Grants Policy, and to consider the total of the fund with a view to increasing the total Grants offered.**

**To consider the use of a Grant feedback form to be sent to all those organisations in receipt of a Town Council Grant.**

**9. The Freedom of Information Act 2000**

Deems that all information held by this Council should be freely available to the public unless it falls under one of 23 exemptions.

**10. Data Protection Act 2018**

Precludes this authority from publishing the names, addresses or other private information of individuals unless written permission is given by the individual for such details to be made public.

Therefore, where necessary, personal details have been removed from the papers attached to ensure that information held is available, but individuals are protected.