



TOWN COUNCIL

Date Not Specified

Dear Councillor

NOTICE IS HEREBY GIVEN that a Meeting of the Full Town Council at which your attendance is summoned, will be held at the **Bitton House, Bitton Park Road, Teignmouth, TQ14 9DF** on **Tuesday, 11th October, 2022** at **6.00 pm** to transact the business specified in the following Agenda as set out.

Iain Wedlake
Town Clerk

Distribution: The Mayor and Members of Teignmouth Town Council as follows:

Councillors I Palmer (Chair), J Atkins (Vice-Chair), R Ash, B Cox, D Cox, A Henderson, D Matthews, Orme, R Phipps, S Russell, C Williams and P Williams



For information – to be taken as read:

- 1** ***Declarations of Interest** – Members are reminded that they should declare any interests at agenda item 3 in respect of the items to be considered and are also advised that the timescale to alter their stated interests with the District Council’s Monitoring Officer is 28 days.*
- 2** ***Items requiring urgent attention** – to consider those items which, in the opinion of the Committee Chair, should be considered by the meeting as matter of urgency (if any). To be taken at the end of the meeting. Any items not listed on the agenda and decisions made may be open to legal challenge.*
- 3** ***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.*
- 4** ***The 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.*
- 5** ***Mobile telephones** Councillors and members of the public are requested to ensure that mobile phones are switched to ‘silent’ during the meeting to avoid disruption.*
- 6** ***Recording** this meeting will be recorded.*
- 7** ***Public Participation:** Members of the public will be given an opportunity to address Councillors present at this meeting regarding agenda items, at the discretion of the Chairman. Members of the public will also be given an opportunity to discuss Town Council activities not on the current agenda after the close of the meeting. The comments of members of the public and electors of the parish who speak before the start of the meeting or following the close of the meeting will not form part of the Minutes of the meeting.*



AGENDA

PART I

(Open to the Public)

TO THE CHAIRMAN AND MEMBERS OF TEIGNMOUTH TOWN COUNCIL

You are hereby summoned to a meeting of the Town Council to be held on Tuesday, 5 July 2022 at 6.00pm in the Council Chambers, Bitton House to transact the business as specified in the agenda below.

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 welcomed 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.

Members of the public wishing to speak are to submit questions or statements in writing to the Town Clerk no less than 3 days before the date of the meeting.

**I Wedlake
Clerk**

AGENDA

Council not in Formal Session

For Councillors and Members of the Public

Prior

to the commencement of the Full Council meeting, for those who wish to do so, there will be a short period of reflection or prayer given by the appointed Mayoral Chaplain to which all are invited

Questions and Statements Public Time

In

accordance with Standing Order No.

3j,

the Mayor

will invite members of the public present to ask questions or make statements

Registered to speak;



Police Report

To receive a report from our local Policing team

County

Councillor Reports (if any)

To receive reports from Devon County Councillors representing Teignmouth

District

Councillor Reports (if any)

To receive reports from Teignbridge District Councillors representing Teignmouth

Town

Councillor Reports (if any)

To receive reports from Town Councillors

Reports from Outside Bodies

To hear reports from any outside bodies including those of which the member is the Town Council nominated representative

Presentations from Outside Bodies

Council in formal session - Part 1

1. 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. Councillors must switch their mobile phones to silent during the meeting to avoid disruption

2. 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.

3. Apologies for Absence

Members are reminded that they have a duty to notify the Town Clerk that they will be absent from a Town Council meeting using the prescribed form (Copy attached)

4. Declarations of Interest and Consider Requests for Dispensation(s)



Members are reminded that they are to declare any interest in the items to be transacted and that the timescale to alter stated interests with the Districts Monitoring Officer is 28 days.

Under the Code of Conduct, Councillors with a registerable interest must leave the room for the duration of consideration of the item to which the interest relates. Those with 'other' interest must apply the tests as set out in the Code of conduct as to whether there are circumstances that might enable them to remain.

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

5. **Clerk's report**

6. **Business (if any) especially brought forward by the Mayor**

7. **Mayor's Announcements** (Pages 7 - 8)

Items requiring Approval

8. **Minutes**

a) Minutes from Council Meeting of May (Pages 9 - 12)

To approve, sign and adopt the minutes of the Annual Town Council meeting held on 3rd May 2022

b) Minutes from Council Meeting of June (Pages 13 - 20)

To approve, sign and adopt the minutes of the Town Council meeting held on 5th July 2022

c) Minutes from Council Meeting of July

To approve, sign and adopt the minutes of the Extraordinary Town Council meeting held on 21st July 2022

9. **Finance Sub-Committee**

To receive and approve the minutes of the meeting held on 21st July 2022



10. **Assets & Facilities Sub-Committee** (Pages 21 - 24)

To receive and approve the minutes of the meeting held on 3rd October 2022

11. **Teignmouth in Bloom report Cllr Russell** (Pages 25 - 26)

To receive the report below on the above item

12. **Christmas lights switch on event report**

13. **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.

14. **Exclusion of the Press and Public (If required)**

Members are recommended to move and approve the following resolution:

“To move that in view of the confidential nature of the business to be transacted viz; information where public disclosure at this time may be prejudicial to the good business of the Council it is in the public interest that they be temporarily excluded, and they are instructed to withdraw in accordance with Standing Order 3 g.”

Council in formal session – Part 2

15. **Date of next meeting**

Next Meeting – 8th November 2022