



# TOWN COUNCIL

5<sup>th</sup> January 2023

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, 10th January, 2023** 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, J Orme, R Phipps, S Russell, C Williams and P Williams

District and County councillors



**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. 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

### **Council not in Formal Session**

#### **Moment of reflection**

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

#### **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.

#### **Questions and Statements Public Time**

In accordance with Standing Order No. 3j, the Mayor will invite members of the public registered to ask questions or make statements

#### **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 (if any)**

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

#### **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. Apologies for Absence**

To receive, note and where requested, approve the reasons for apologies for absence.

#### **3. Declarations of Interest**

To declare any disclosable interests relating to the forthcoming items of business (if any).

#### **4. Dispensations**

To receive and consider requests for dispensation (if any).

#### **5. Minutes (Pages 7 - 10)**

To approve, sign and adopt the minutes of the Council meeting held on 8<sup>th</sup> November 2022.

#### **6. Payments 01/12/2022 through 31/12/2022**

To receive and approve the payments as set out above and in the attached document. (To Follow)

#### **7. Clerks report (Verbal)**

#### **8. Civility and Respect Pledge (Pages 11 - 14)**

The Town Council is recommended to adopt and sign the Civility and Respect Pledge, as endorsed by the National Association of Local Councils, the Society of Local Council Clerks, and One Voice Wales.



9. **Representatives to outside bodies**

To resolve the council's representation to TTCMP if any, going forward.  
This item was put in abeyance when representatives to other organisations were considered in June 2022.

10. **To establish a task and finish group for the Kings coronation celebrations**

To resolve to establish a small task and finish group of councillors to create a celebratory event for the Kings Coronation. The Den has already been booked for 4 days and funds are set in the budget.

11. **Exclusion of the Press and Public**

To receive a verbal report from the Clerk on the progress of the towns replacement CCTV system.

12. **Date of Next meeting**

14th February 2023 6:00PM Council chambers

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## Teignmouth Town Council

Minutes of a Meeting of  
**Teignmouth Town Council**  
Held at Bitton House, Teignmouth on  
Tuesday, 13th December, 2022 at 6.00 pm

**Present:**

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

**Absent:**

Councillors B Cox, D Matthews and J Orme

**In attendance:**

Iain Wedlake  
Debbie Shaw

**Public Participation:**

There was no public participation

*The following minutes will be considered for approval at the next meeting of the Town Council and may be subject to change until that time.*

Part I

**50 APOLOGIES FOR ABSENCE**

None received.

**51 DECLARATIONS OF INTEREST**

None were received.

**52 MINUTES**

Members considered the minutes of the Council meeting held on 08/11/2022.

Proposed: Cllr P Williams, Seconded Cllr J Atkins, All in favour - unanimous

**53 DISPENSATIONS**

There were no dispensations.

**54 POLICE REPORTS**

## Teignmouth Town Council

Police reports received and noted including an additional report of 13/11/202-13/12/2022.

### **55 BUSINESS (IF ANY) ESPECIALLY BROUGHT FORWARD BY THE MAYOR**

None.

### **56 MAYOR'S ANNOUNCEMENTS**

We have still managed to get out and about in the Town although the weather has been a bit challenging at times.

I've had my cataract done so at least I can see better now. I've also had the Flu and a Chest Infection so was laid low for a short while.

The fireworks event went very well and we were blessed with a dry evening.

Looking at the diary there are still a few more events coming up.

November 11<sup>th</sup> – Armistice day – Triangle

November 13<sup>th</sup> – Remembrance Parade – War Memorial

November 19<sup>th</sup> – Food Market – Triangle

November 28<sup>th</sup> – NCI Dinner – Passage House Hotel

December 3<sup>rd</sup> – Christmas Lights switch on and Craft Market

December 10<sup>th</sup> – St James Church 7-30pm

December 11<sup>th</sup> – RNLI St Michaels Church

December 26<sup>th</sup> – Boxing Day Walk into the Sea (this was cancelled)

January 25<sup>th</sup> 2023 – The Mayor's Burns night Supper – Teignmouth Rugby Club.

More dates to follow.

### **57 CLERKS REPORT (IF ANY)**

Received and noted.

### **58 REPORT BACK FROM CHAMBER OF COMMERCE**



## Teignmouth Town Council

Cllr J Atkins attended the meeting, hot on the heels of the last Council meeting. The group also expressed concern about continuing occurrences of ASB, shoplifting, damage to property, repeated instances of drink/drugs related incidents with members of a small group of adults who based themselves usually in the Triangle and considerable numbers of youngsters using NOS gas canisters which, although not illegal, caused behavioural concerns. Concern was also expressed about a number of adults with/without carers whose behaviour had also been causing concern both in the Triangle/town and in Teign Housing accommodation. It seemed that only information on 999 reports were passed to the ASB Officer at Teignbridge not 101 incidents. The Chair reported that on ringing 999 he had been given a lecture on ASB and resources and the call handler had hung up! Noted that Insp. Philp had already passed on that he was staffing extra patrols on Friday and Saturday night to engage and disperse groups that might cause problems.

Agreed a meeting needed to be convened bringing together decision makers from the CoC. the school, the TDC ASB officer, Town Clerk, local Beat Team Manager and/or Sergeant, myself as TCoC Liaison Councillor/OPCC Councillor Advocate to make sense of a more robust way to work together to deal with ASB reporting and dealing with incidents. It was felt that these incidents were often treated lightly/dismissively by the PCSOs and young people seemed to think they were able to get away with unacceptable behaviour with no consequences. The disconnect between reporting and the ASB officer at TDC needs to be explored particularly with regard to our young people since TDC does put money into outreach work with them but doesn't seem to tell anyone.

Noted that on a wider economic front many hospitality outlets were going into liquidation nationally.

### **59 ASSETS & FACILITIES MEETING OF 21/11/2022**

Members received and adopted the Minutes of the Assets and Facilities Meeting of 21/11/2022.

Proposed: Cllr J Atkins, Seconded, Cllr C Williams, All in favour - unanimous

### **60 PAYMENTS 01/10/2022 THROUGH 30/11/2022**

The Payments 01/10/22 through to 30/11/2022 were received and approved.

Proposed: Cllr P Williams, Seconded Cllr J Atkins, All in favour - unanimous

### **61 FINANCE MEETING OF 20/10/2022**

Members received and adopted the Minutes of the Finance Meeting of 20/10/2022.

Proposed: Cllr C Williams, Seconded Cllr J Atkins, All in favour - unanimous

### **62 EXTRAORDINARY FINANCE MEETING OF 25/11/2022**

**Teignmouth Town Council**

Members received and adopted the Minutes of the Extraordinary Finance Meeting of 25/11/2022.

Proposed: Cllr I Palmer, Seconded Cllr C Williams, All in favour - unanimous

**63 2022/2023 BUDGET**

After some discussion, Councillors voted on the 2022/2023 Budget as presented.

Proposed Cllr J Atkins, Seconded Cllr S Russell – unanimous

**64 2023/2024 BUDGET**

After some discussion, Councillors voted on Option B (10%) and then:

Proposed: Cllr C Williams, Seconded Cllr S Russell, 7 x in favour for 2 x against - carried

**65 2023/2024 PRECEPT**

After some discussion, Councillors voted on £870,803 (10%) and then:

Proposed Cllr C Williams, Seconded Cllr S Russell, 7 x in favour for 2 x against - carried

**66 EXCLUSION OF PRESS AND PUBLIC (IF REQUIRED)**

Not required.

**67 DATE OF NEXT MEETING**

10 January 2023

*The meeting was closed by the Mayor at 7.52 pm*

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Cllr Iain Palmer  
MAYOR OF TEIGNMOUTH

# TOWN COUNCIL

**DATE:** 5 January 2022

**REPORT OF:** TOWN CLERK

**SUBJECT:** CIVILITY AND RESPECT PLEDGE

## PART I

### RECOMMENDATION

The Town Council is recommended to adopt and sign the Civility and Respect Pledge, as endorsed by the National Association of Local Councils, the Society of Local Council Clerks, and One Voice Wales.

#### 1. PURPOSE

1.1 This report details the Civility and Respect Pledge as designed by the National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW).

#### 2. BACKGROUND

2.1 NALC, SLCC, OVW and county associations came together and formed the Civility and Respect Working Group with a desire to work together to promote civility and respect in public life, good governance, positive debate and supporting the well-being of councillors, professional officers, and staff.

2.2 As a result, the Civility and Respect Pledge has been crafted to help address growing concerns about the impact bullying, harassment, and intimidation by a small minority is having on councils, councillors, and staff.

#### 3. FINANCIAL IMPLICATIONS

3.1 Whilst there are no immediate implications, the Town Council (which has previously been proactive in supporting staff and councillors to undertake

training through the provision of fully funded training budgets), is recommended to continue this commitment in 2023/24 and beyond.

#### **4. CONCLUSION**

- 4.1 Adopting the Civility and Respect Pledge provides a public demonstration that Teignmouth Town Council is committed to ensuring high standards of behaviour and respect at all times between councillors, staff, and members of the public, thus helping to reduce the type of conduct that can lead to complaints, which in turn protects councillors, staff, and the public reputation of the Council.

Iain Wedlake Town Clerk

### Definition of Civility and Respect

Civility means politeness and courtesy in behaviour, speech, and in the written word.

Examples of ways in which you can show respect are by listening and paying attention to others, having consideration for other people's feelings, following protocols and rules, showing appreciation and thanks, and being kind.

The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW), believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

By our council signing up to the civility and respect pledge we are demonstrating that our council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.

Signing up is a simple process, which requires councils to register and agree to the following statements:

Statement	Tick to agree
Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.	
Our council has put in place a training programme for councillors and staff	
Our council has signed up to Code of Conduct for councillors	
Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy.	
Our council will commit to seeking professional help in the early stages should civility and respect issues arise.	
Our council will commit to calling out bullying and harassment when it happens.	
Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme	
Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.	

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