



TOWN COUNCIL

9th March 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, 14th March, 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, J Orme, R Phipps, S Russell and C 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 will not form part of the Minutes of the meeting.



AGENDA

Council not in Formal Session

Mayors Recognition Awards

Nominated members of the public will receive their awards.

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 any agenda item. 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.

Members of the public wishing to speak are to register with the Town Clerk before 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 nominated representative.



A G E N D A

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 14th March 2023 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 agenda 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.

Members of the public wishing to speak must register with the clerk before the meeting.

**I Wedlake
Clerk**

Mayors' recognition awards

Nominated members of the public to receive their awards.

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 - 12)

To approve, sign and adopt the minutes of the Council meeting held on 14th February 2023.

6. **Clerks report (if any)**

7. **To receive and approve the minutes and actions from the Assets and facilities meeting of 06/02/2023 (deferred from 14/02/2023)** (Pages 13 - 14)

To receive and approve the minutes and actions from the Assets and facilities meeting of 06/02/2023

8. **List of payments January 2023** (Pages 15 - 18)

To receive and approve the list of payments for January 2023

9. **List of payments February 2023** (Pages 19 - 22)

To receive and approve the list of payments February 2023

10. **Transfer of community land at the bottom of Bitton Park**

To authorise the proper officer as per standing order 23 to seal the deed of transfer between TTC and TDC for the land adjoining the bottom and west side of the Bitton House Estate. Witnessed by two councillors.

11. **To review and approve asset list for Teignmouth Town Council** (Pages 23 - 26)

12. **To Receive and adopt Assets policy for Teignmouth Town Council** (Pages 27 - 28)

13. **Risk Register** (Pages 29 - 94)

To receive and approve the recently reviewed Risk Register

Appendix of Councillors written reports received (for informal session prior to part 1) (Pages 95 - 98)