



# ASSETS AND FACILITIES SUB-COMMITTEE

16 May 2023

Dear Councillor

**NOTICE IS HEREBY GIVEN** that a Meeting of the Assets and Facilities Sub-Committee at which your attendance is summoned, will be held at **Mayors Parlour, Bitton House, Bitton Park Road, Teignmouth, TQ14 9DF** on **Monday, 22nd May, 2023** at **3.30 pm** to transact the business specified in the Agenda as set out.

Iain Wedlake  
Town Clerk

Distribution: Councillors J Atkins, R Phipps, Jackman, Lloyd, Rudge, Miller and C Williams



***For information – to be taken as read:***

- 1** ***Declarations of Interest*** – Members are reminded that they should declare any interest in 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.
- 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 may be filmed or audio taped.
- 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.*



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

### **PART I**

#### **(Open to the Public)**

1. **Apologies for Absence**

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

2. **Election of Chair**

To Propose, Second and elect a Chair for this Committee.

3. **Election of Deputy Chair**

To Propose, Second and elect a Deputy Chair for this Committee

4. **Minutes of Previous Meeting** (Pages 5 - 8)

To approve, sign and adopt the minutes of the Assets & Facilities Sub-Committee meeting held on 20<sup>th</sup> March 2023.

5. **Action Point Update**

Updates on the below action points:

- Cllr Atkins to approach the OPCC in pursuit of a grant
- P&FM to approach the Gardening Club to discuss Bitton Park planting & maintenance

Major Project Update

6. **Replacement CCTV Control Room** (Verbal Report)

Other Works

New Items

7. **Recap on any new Action Points**

8. **Date of Next Meetings**

To agree days, times and periodicity for future meetings for the next 12 months

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## TEIGNMOUTH TOWN COUNCIL

Minutes of a Meeting of the  
**Assets and Facilities Sub-Committee**  
held at **Mayor's Parlour, Bitton House, Bitton Park Road, Teignmouth, TQ14 9DF** on  
**Monday, 20th March, 2023 at 3.30 pm**

**Present:**

Councillors R Ash (Chair), J Atkins, I Palmer and R Phipps

**Absent:**

A Henderson and J Orme

**Officers In attendance:**

Town Clerk, Projects & Facilities Manager

**53 APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Henderson

**Resolved** that the apology be noted.

No other apologies received.

**54 DECLARATIONS OF INTEREST**

None were received.

**55 MINUTES**

Members considered the minutes of the Assets & Facilities Sub-Committee meeting held on 6<sup>th</sup> February 2023

**It was Resolved** that the minutes of the Assets & Facilities Sub-Committee meetings held on 6<sup>th</sup> February 2023 be approved and signed as a correct and accurate record of the meeting.

Proposed by Cllr Palmer

Seconded Cllr Ash

Unanimous

**56 ACTION POINT UPDATE**

Update on outstanding action points:

- Cllr Atkins to approach the OPCC in pursuit of a grant – Ongoing, Cllr Atkins said she was still pursuing an OPCC grant.

- P&FM to approach the Gardening Club to discuss Bitton Park – Ongoing, P&FM gave an update on discussions with the Gardening Club and the Friends of the Orangery taking on the Bitton Park and Town flower planting and maintenance

**57 REPLACEMENT CCTV**

P&FM gave an update on the project and stated that progress was currently on hold due to the issues with the town toilets transfer from Teignbridge District Council

**58 TOWN TOILETS (IF REQUIRED)**

The Town Clerk gave an update following the recent Extraordinary Council Meeting of 8<sup>th</sup> March 2023 regarding Teignbridge District Council's change of position regarding the town toilet transfer. The committee wished to have recorded how disappointed they were that this had been raised at such a late stage in proceedings.

The Town Clerk went onto report that he had also just received notice that the transfer of the land at the bottom of Bitton Park had also been put on hold at the 11<sup>th</sup> hour by Teignbridge District Council. In light of this the Committee also asked that it be recorded how dismayed and saddened that this had also occurred and felt that this may have been caused by Teignbridge District Councillors interfering in already agreed and approved resolutions by Teignmouth Town Council.

**59 DATE OF NEXT MEETING**

No future meetings have been scheduled in light of the election of a new Council and its subsequent Committees in May 2023

**60 BOYCE RELINQUISH OF FLOWER CONTRACT**

See previous detail in action point update. Further, we have had offer of assistance in finding a suitable contractor should the Gardening Club and Friends of the Orangery not be able to carry out all the town planting and maintenance.

**61 COMMUNITY ENERGY SCHEME**

Unfortunately, due to personal reasons the presentation could not be given. It was decided, as we are due an election in the very near future, by the committee that this item should be considered by the incumbent Council at that time.

**62 RECAP ON ANY NEW ACTION POINTS**

There were no new actions to recap on from this meeting.

The meeting was closed by the Chairman at 4.30 pm

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Cllr Richard Ash, Chair

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