



TOWN COUNCIL

5 June 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, 13th June, 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 J Atkins (Chair), Cox, Phipps, Williams, Lloyd, Miller, Walsh, Chasteau, Jackman, Jackson, Myers and Rudge



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.*



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. 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 inform the 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 body s including those of which the member is the Town Council 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 13th June 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 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

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. **Police report**

Report from Inspector Philp

6. **Minutes** (Pages 7 - 12)

To approve, sign and adopt the minutes of the Council meeting held on 16th May 2023.

7. **Mayors report** (Pages 13 - 16)

8. **Clerks report** (Pages 17 - 18)

9. **Recognition of extremely long service as a Town councillor**

The provision of a Memorial bench on the Den with a suitable plaque recognising the many years of service by Councillor S Russell.

10. **Annual Accounting and Governance Return** (Pages 19 - 36)

To resolve to approve the attached AGAR forms

Approve Section 1

Approve section 2

Approve Dates for the exercise of public rights

11. **Enhanced DBS checks**

All new councillors are reminded that Enhanced DBS checks are available through the office. Existing Councillors are reminded that existing Enhanced DBS checks are now due for renewal.

12. **Minutes of Assets and Facilities meeting of 22/05/2023** (Pages 37 - 38)

To receive and approve the minutes and actions from the Assets & Facilities meeting of the 22nd of May 2023.



13. Election to planning committee

To elect 3 further members to the planning committee to reach its quota of 6 as 3 is insufficient given that the quorum is 3.

Table of current councillor commitments to committee's

Councillor	Assets&Facilities	Finance	Human Resources	Planning	Total
Atkins	X	X			2
Chasteau		X			1
Cox					0
Jackman	X	X		X	3
Jackson		X	X		2
Lloyd	X				1
Miller	X		X		2
Myers			X		1
Phipps	X			X	2
Rudge	X	X			2
Walsh			X	X	2
Williams		X	X		2

14. Establishment of a working group to review the current TTC strategy and objectives

To establish a working group comprising the Chair, Deputy Chair, 4 councillors and the clerk. To review and bring back to full council the strategy and objectives. To report before we go into budget setting.