



ASSETS AND FACILITIES SUB-COMMITTEE

14 November 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 **Mayor's Parlour - Town Hall** on **Monday, 20th November, 2023** at **3.30 pm** to transact the business specified in the Agenda as set out.

Iain Wedlake
Town Clerk

Distribution: Councillors J Atkins (Chair), R Phipps (Deputy Chair), M Jackman, P Lloyd, V Rudge 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. **Declarations of Interest**

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

3. **Minutes (Pages 5 - 8)**

To approve, sign and adopt the minutes of the Assets & Facilities Sub-Committee meeting held on 11th September 2023.

Action Point Updates

Major Project Update

4. **Replacement CCTV (Verbal Report)**

a) **Bitton Park CCTV**

To agree the quote for the Bitton Park phase of the CCTV replacement project

b) **Seafront CCTV**

To agree the quote for the Seafront phase of the CCTV replacement project

c) **Eastcliff CCTV**

To agree the quote for the Eastcliff phase of the CCTV replacement project

Other Works

5. **Town Planting & Maintenance**

To obtain agreement to hand back to TDC 2 x areas of garden that require planting / maintenance in the town. Those being:

- The 2 long beds beside the Tennis Courts
- The War Memorial bed on The Den



6. **Establish Teignmouth in Bloom Working Group**

New Items

7. **Replacement of Assets Software**

To discuss the replacement of the Assets Software from the current module in Rialtas to a new up to date system.

Two quotes have been sought:

- Panda - circa £2.5K / Annum
- Asset Register - £699 / Annum

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

9. **Date of Next Meeting**