



# TOWN COUNCIL

9 October 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, 17th October, 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), C Williams (Vice-Chair), L Chasteau, D Cox, M Jackman, J Jackson, P Lloyd, C Myers, R Phipps, V Rudge and S Walsh



***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. Discussions before the start of the meeting will not form part of the Minutes of the meeting.*



## ***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 agenda 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 are to notify the Town Clerk before the meeting commences.*

### ***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 public and electors of the parish who speak before the start of the meeting will not form part of the Minutes of the meeting.*



***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.*



## **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 9<sup>th</sup> October 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. 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 Town Clerk before commencement 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. **Correspondance from Dawlish Town Council** (Pages 13 - 14)

To consider the attached correspondence from DTC.

6. **Minutes** (Pages 15 - 18)

To approve, sign and adopt the minutes of the meeting held on 12<sup>th</sup> September 2023.

7. **Conclusion of AGAR** (Pages 19 - 24)

To receive and approve the 2023 conclusion of External Audit.

8. **List of payments** (Pages 25 - 26)

To receive and approve the list of payments for August.

9. **Finance Meeting of 18th July 2023** (Pages 27 - 28)

To receive the minutes of the Finance Meeting of 18<sup>th</sup> July 2023 and approve the actions therein.

10. **Assets & Facilities meeting held on 11th September 2023** (Pages 29 - 32)

To receive the minutes of the Assets & Facilities Meeting of 11<sup>th</sup> September 2023 and approve the actions therein.

11. **Communications working group**

Council resolves to; Extend the remit of the strategy and objectives working group. To include a communications strategy.

The group together with officers involved in communications, will then receive 2 sets of training from "Breakthrough Training" the SLCC partner in this sector specific field.

- *Communicating with your community Part 1: Creating a communications strategy 2 hours*
- *Communicating with your community Part 2: Engaging with your community 2 hours*

With the aim of reporting back to full council with a proposed "communication strategy" within 6 months.