



# TOWN COUNCIL

7 February 2024

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 February, 2024** 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 D Comer and S Walsh



## **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.*

### **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 anybody wishing to speak must inform the clerk before the meeting commences. 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.*

**Police Report (if any)**

*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 Town Council nominated representative.*



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

### **PART I**

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

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 13 - 16)

To approve, sign and adopt the minutes of the Council meeting held on 9<sup>th</sup> January 2024.

6. **Clerks report (if any)** (Pages 17 - 18)



7. **Minutes of finance meeting of 23rd January 2024** (Pages 19 - 22)
8. **Minutes of the assets and facilities meeting of 22nd January 2024** (Pages 23 - 26)
9. **List of payments** (Pages 27 - 32)

To receive and approve the list of payments for December 2023.

To receive and approve the list of payments for January 2024.

10. **Appointment of a representative to the Orangery committee**

Following the departure of Cllr Russell, council is asked to appoint a new representative to the Friends of Teignmouth Orangery.