



ASSETS AND FACILITIES COMMITTEE

16 April 2024

Dear Councillor

NOTICE IS HEREBY GIVEN that a Meeting of the Assets and Facilities Committee at which your attendance is summoned, will be held at **Mayor's Parlour - Town Hall** on **Monday, 22nd April, 2024** 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. 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.



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 of previous Meeting (Pages 5 - 12)**

To approve, sign and adopt the minutes of the Assets & Facilities Sub-Committee meeting held on 18th March 2024.

ACTION POINT UPDATES

- TC & PFM to obtain the title deed for the building to establish the owner and approach to discuss ownership of the clock
- TC to contact all Cllrs re: the issue of tablets

Major Project Update

4. **Town Toilets**

Update on the Town Toilets replacement project

5. **Community Units**

An update on the Community Units Project

Other Works

New Items

6. **Teignmouth in Bloom minutes (Pages 13 - 14)**

The committee is asked to receive the minutes of the working party and consider any recommendations contained therein for adoption.



7. **Teignmouth in Bloom budget**

The committee is asked to resolve: To delegate the spend of the TIB budget of £8K (2024/2025) to the Clerk in consultation with the chair of the Assets & Facilities committee.

The rationale for this is to quicker expedite progress of the project. And that the budget is relatively small when compare to other areas.

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

9. **Exclusion of Press and Public**

Members are recommended to approve the following resolution:

“that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the Press and Public be excluded from the meeting for the duration of the following items, on the basis that the information to be disclosed would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.”

10. **Part II - Private**

Items which may be taken in the absence of the Public and Press on grounds that Exempt Information may be disclosed as defined in the Local Government Act 1972 and / or the Public Bodies (Admission to Meetings) Act 1960.

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

An update on the replacement of the Town CCTV.

Request to approve a further quote to extend the system with further cameras
Within the approved budget assigned

12. **Approve quote for demolition of the concrete extension at Bitton House**

To review 3 quotes for the stated works and approve to progress

13. **Meeting rooms IT setup**

To approve the quote to have the Meeting Rooms IT systems installed in the Chambers & Parlour

14. **Date of Next Meeting**

15. **Frequency of meetings**

The committee is asked to: resolve to increase the frequency of meeting to Monthly for the foreseeable future.

And set dates for the current financial year.