



TEIGNMOUTH IN BLOOM WORKING GROUP

21st June 2024

Dear Councillor

NOTICE IS HEREBY GIVEN that a Meeting of the Teignmouth in Bloom Working group at which your attendance is required, will be held at **Mayor's Parlour - Bitton House** on **Thursday, 27th June, 2024 at 5.30 pm** to transact the business specified in the Agenda as set out.

Iain Wedlake
Town Clerk

Distribution, D Comer, Dadd, Henchie, M Jackman and P Lloyd



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 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. **Dispensations**

To receive and consider requests for dispensation (if any).

4. **Minutes** (Pages 5 - 6)

To approve, sign and adopt the minutes of the meeting held on 15th Feb 2024.

5. **Clarification of the nature of working party protocols as regards to Teignmouth Town Council**

Identify potential area.

Identify ownership of area.

Gain written agreement from landowner.

Identify works required including planting scheme.

Identify group of volunteers and contact details.

Procure and services and materials required.

Complete works.

Maintenance programme for area.

6. **Hi-viz vests**

4 collected the rest need to be signed for and moved to the storage container

7. **Review of areas requiring approval** (Pages 7 - 8)

8. **Multi tool**

Awaiting collection and the reading and signing the risk assessment and handbook.

9. **Date of next meeting**