

Teignmouth Town Council

2021



Town Council Meeting

Tuesday, 7 December 2021

6.00pm

Council Chambers, Bitton House

**Cllr Peter Williams
Town Mayor**

**T.J. Teague Rowe
Town Clerk**



**Bitton House
Teignmouth**

2 December 2021

To the Chairman and Members of the Teignmouth Town Council

You are hereby summoned to a meeting of the Town Council to be held on Tuesday, 7 December 2021 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 work of 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 however, a note will be made of matters raised and recorded within the minutes of the meeting.

Members of the public wishing to speak are to submit questions or statements in writing to the Town Clerk no less than 3 days before the date of the meeting.

**T.J. Teague Rowe
Town Clerk**

A G E N D A

Council not in formal session

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.

Questions and Statements Public Time

In accordance with Standing Order No. 1e, the Town Mayor will invite members of the public present to ask questions or make statements.

Police Report

To receive a report from our local Policing team.

County Councillor Reports

To receive reports from our Devon County Councillors.

District Councillor Reports

To receive reports from our Teignbridge District Councillors.

Town Councillor Reports

To receive reports from Town Councillors

Reports from Outside Bodies

To hear reports from any outside bodies including those of which the member is the Town Council nominated representative.

Presentations from Outside Bodies

- a. **Promenade Promotions** – summer entertainment in 2022

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 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.

3 Apologies for Absence

Members are reminded that they have a duty to notify the Town Clerk that they will be absence from a Town Council meeting

4 Declarations of Interest and Consider Requests for Dispensation(s)

Members are reminded that they are to declare any interest in the items to be transacted and that the timescale to alter stated interests with the Districts Monitoring Officer is 28 days.

Under the Code of Conduct, Councillors with a registerable interest must leave the room for the duration of consideration of the item to which the interest relates. Those with 'other' interest must apply the tests as set out in the Code of conduct as to whether there are circumstances that might enable them to remain.

A request for a dispensation is to be made to the Town Clerk, no less than 5 working days before Council meetings. The Council may grant a member(s) a dispensation(s) to participate in a discussion and vote on a matter at a meeting even if he/she has an interest.

- 5 **Clerk's report**
- 6 **Business (if any) especially brought forward by the Mayor**
- 7 **Mayor's Announcements**

Items requiring Approval

- 8 **To receive, approve as a correct record and sign the Minutes of the Town Council meeting held on 2 November 2021 – Mayor**
- 9 **Assets and Facilities Sub-Committee** – To receive minutes of the meeting held on 15 November 2021 – Including Bitton House Car Parking resolution (Appendix 1) - Cllr Palmer
- 10 **To approve and adopt the Financial Regulations and Finance Committee Terms of Reference following a report from the Internal Auditor –**
Cllr Atkins
- 11 **Promenade Promotions** – To receive a report – Town Clerk
- 12 **Opening of the Upper Den Carriageway** – To receive a report – Cllr Palmer
- 13 **Platinum Jubilee** – To receive a report – Cllrs C Williams, Matthews, Orme
- 14 **Devon County Council Snow and Highway Warden Schemes** – To receive a report – Cllr D Cox
- 15 **Priorities and Objectives - to receive a report from the working group meeting of 30th November 2021 – Mayor**
- 16 **Teignmouth Air Show** – To receive a report and include in the budget a grant for the air show subject to appropriate 'carbon offset' – Cllr D Cox
- 17 **Review of Town Council Policies** (*previously presented on 2 November 2021*) – To receive a report – Town Clerk
 - a) Document Retention and Disposal Policy
 - b) Information and Data Protection Policy
 - c) Petitions Policy
- 18 **Grants Committee** - To receive decisions made at the meeting held on 7 December 2021 – Mayor
- 19 **Schedule of Payments**
To receive and approve the monthly accounts as presented for November 2021. Please note – hard copy invoices are freely available in the office for Cllrs to view on a one-one (social distancing). Please make an appointment with the Clerk's office.

20 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.

Date of next meeting: 11 January 2022 - Note change of date