



## **MINUTES OF THE EXTRAORDINARY FULL COUNCIL MEETING HELD ON TUESDAY 21<sup>ST</sup> JUNE 2022 AT 6.00PM IN THE COUNCIL CHAMBERS, BITTON HOUSE**

**Present:** Cllr. I. Palmer – Town Mayor  
Cllr. J. Atkins – Deputy Town Mayor  
Cllr. P. Williams  
Cllr. R. Phipps  
Cllr. R. Ash  
Cllr. E.S. Russell  
Cllr. C. Williams

**In attendance:** Mr. I. Wedlake – Town Clerk  
Mrs. L. Steele - Locum RFO  
Members of the Public

**Absent:** Cllr. J. Orme  
Cllr. D. Matthews  
Cllr. A. Henderson  
Cllr. B. Cox  
Cllr. D. Cox

### **Council not in formal session**

### **For Councillors and Members of the Public**

There was nothing

### **Questions and Statements Public Time**

There were none.

### **County Councillor Reports**

There were none.

## **District Councillor Reports**

There were none.

## **Town Councillor Reports**

There were none.

## **Reports from Outside Bodies**

There were none.

## ***Presentations from Outside Bodies***

There were none.

## **Council in formal session – Part 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.

### **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.

### **Apologies for Absence**

Apologies received from Cllr. Orme, Cllr. Matthews & Cllr. Henderson.

## **253 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.

### **Items requiring Approval**

**The Town Council is asked to:**

#### **254 Internal Auditor's Report**

To receive the final report of the Internal Auditor dated 6<sup>th</sup> June 2022

Mrs Louise Steele recommended to defer consideration of full report to a subsequent finance or full council meeting so that an action plan can be created.

Proposed by Cllr. Ash, seconded by Cllr P. Williams, agreed unanimously.

#### **255 Annual Governance Statement 2021/2022**

To consider and agree the Annual Governance Statement 2021/22. The locum RFO to report verbally.

Report given by Mrs Louise Steele.

Approval of the Annual Governance Statement 2021/22 proposed by Cllr. P. Williams, seconded by Cllr Ash, agreed unanimously.

#### **256 Statement of Accounts 2021/2022**

To consider and agree the Statemen of Accounts 2012/22. Further to note that the dates planned for the period for the exercise of rights are Thursday 23 June 022 to Wednesday 3 August 2022 inclusive.

Approval proposed by Cllr Phipps, seconded by Cllr C. Williams, agreed unanimously.

Thanks to Mrs Louise Steele proposed by Cllr P. Williams and the Town Clerk for her work as Locum RFO.

## **257 Data Protection Act**

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:** 5<sup>th</sup> July 2022 at 6:00pm

The meeting closed at 6:35pm.

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**COUNCILLOR IAIN PALMER**  
**TOWN MAYOR**

Bitton House, Teignmouth  
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