



**TO: ALL MEMBERS  
OF THE COUNCIL**

My Ref: PAR\CW\LM\COUNCIL

Date: 29<sup>th</sup> May 2024

Dear Councillor,

You are hereby summoned under the Local Government Act 1972, Schedule 12, Section 10, to attend a Meeting of the **TOWN COUNCIL** to be held at Newton's Place, 43 Wolborough Street, Newton Abbot on **WEDNESDAY 5<sup>th</sup> JUNE 2024 at 6:30pm** to transact the business specified in the Agenda set out below.

This is a meeting in public, not a public meeting. Members of the public and press are welcome to attend the meeting. If you wish to ask a question, please email [info@newtonabbot-tc.gov.uk](mailto:info@newtonabbot-tc.gov.uk) no later than 48 hours before the day of the meeting. The Council will make additional reasonable adaptations to facilitate attendance at its meetings upon request.

Attendees should be aware that the proceedings of this meeting may be recorded, filmed or photographed, by entering the Council Chamber attendees are consenting to being recorded.

Yours sincerely

Town Clerk

**PRAYERS:** Father Matthew Cashmore will lead the Council in prayers.

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

### **PART I A – GENERAL COUNCIL BUSINESS**

- 1. WELCOME FROM THE MAYOR**
- 2. APOLOGIES FOR ABSENCE**

To receive apologies and approve reasons for absence.

*Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.*

### 3. INTERESTS TO BE DECLARED

In accordance with the Code of Conduct, Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in items to be considered at this meeting.

### 4. MINUTES

To Approve the minutes of the Council meetings held on the:

a) 13<sup>th</sup> March 2024 **APPENDIX A**

b) 15<sup>th</sup> May 2024 (Annual Council Meeting) **APPENDIX B**

### 5. PUBLIC PARTICIPATION (7.10 – 7.25 p.m. approx)

a) The Committee sets aside, a short period at the commencement of the meeting when the public can ask questions or make statements in accordance with the rules of public participation as contained at the end of this agenda.

b) To consider a question submitted to the Clerk by a member of the public:

“Do Newton Abbot Town Council have plans to celebrate Fair Trade Fortnight? If not, would the Council consider doing so, either by contacting Devon County Council directly or perhaps engaging with Teignbridge via the local standard bearer, Cllr Richard Keeling”.

### 6. QUEEN STREET

To receive a delivery update on the Queen Street pedestrianisation project.

### 7. REPORTS OF COUNTY AND DISTRICT COUNCIL REPRESENTATIVES

To receive reports from Councillors on activities in their roles as County and/or District Councillors.

### 8. MAYORAL ANNOUNCEMENTS

(a) Outgoing Mayoral activities since the 13<sup>th</sup> March 2024 **APPENDIX C**

(b) Mayoral activities since the 15<sup>th</sup> May 2024 **APPENDIX C**

(c) Other appropriate items including Mayoral activities in the course of preparation.

## PART I B – MINUTES OF MEETING OF COMMITTEES AND ITEMS FOR DECISION

### 9. QUEEN STREET – BUSINESS SUPPORT OPPORTUNITY

To consider a proposal received from the Newton Abbot & Kingsteignton Garden Community Board that: the Town Council delivers business support events on the completion of the Queen Street pedestrianisation scheme on behalf of the District Council. **APPENDIX D**

10. **NEWTON'S PLACE**

To ratify the action taken by the Town Clerk, in consultation with the Mayor and Chairperson of the Finance & Audit Committee, to authorise works to create a protective screen to the front fenestration of Newton's Place.

11. **WHAT'S IN STORE PROJECT**

(a) To receive a verbal update on the Museum 'What's In Store' project.

(b) To consider formation and membership of a Project Board to oversee the 'What's in Store' project.

12. **SIGNAL GANTRY**

To hear a report on the Signal Gantry refurbishment project.

13. **POLICIES**

(a) Code of Conduct **APPENDIX E**

(b) Statement of Internal Control **APPENDIX F**

(c) Anti-Fraud and Corruption **APPENDIX G**

(d) Business Continuity and Council Risk Management Plan **APPENDIX H**

(e) Flag Flying Protocol **APPENDIX I**

14. **MOTION TO COUNCIL**

In accordance with Standing Order number 8, to consider a motion submitted to the Clerk by Councillor M Joyce that:

"This Council, having seen the success of the Annual Town Meetings, held recently and in the past, require the Town Clerk, with the assistance of other staff members, to examine the holding of a second Town Meeting in the Autumn 2024. This additional Town meeting is to be used as a trial, to enable the Town Clerk, to report back on its effectiveness, thus enabling Councillors to consider it becoming a regular event in the Councils diary."

"The Town Clerk, along with other staff members, will consider suitable months and days and discuss this with the Mayor and Deputy Mayor, before presenting to Councillors for consideration."

15. **PROCEEDINGS OF COMMITTEES**

To receive and in so far as may be necessary to approve reports, minutes and recommendations of the under mentioned Committees as presented by the respective Committee Chairperson: -

| <b>Minutes/Committee</b> | <b>Date</b> | <b>Chairperson/Vice-Chairperson</b> |
|--------------------------|-------------|-------------------------------------|
| A. Planning              | 12/03/24    | Joyce/Yabsley<br><b>APPENDIX J</b>  |
| B. Community & Heritage  | 27/03/24    | Cooke/Ryan<br><b>APPENDIX K</b>     |
| C. Planning              | 02/04/24    | Joyce/Yabsley<br><b>APPENDIX L</b>  |
| D. Planning              | 23/04/24    | Joyce/Yabsley<br><b>APPENDIX M</b>  |
| E. Planning              | 14/05/24    | Joyce/Yabsley<br><b>APPENDIX N</b>  |

## **PART I C – ITEMS FOR INFORMATION ONLY**

### **16. LATE CORRESPONDENCE (if any)**

For information.

### **17. DATE OF NEXT MEETING**

Please note there is an additional Full Council meeting on Wednesday 19<sup>th</sup> June 2024 – prior to the Policy & Resources Committee.

## **PART II**

### **18. EXCLUSION OF THE PUBLIC AND PRESS**

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

### **19. ASSET ACQUISITION**

To discuss and consider an asset acquisition opportunity relating to Newfoundland Way Public Conveniences. **APPENDIX O and O (1)**

#### **Distribution:**

All Members of Newton Abbot Town Council  
 Anne Marie Morris MP  
 District Councillors Jackie Hook, Liam Mullone, Rob Hayes.  
 District Councillor Martin Wrigley  
 Inspector James Johnson  
 Communications Advisor Nigel Canham  
 Father Matthew Cashmore

## **RULES FOR PUBLIC PARTICIPATION AT MEETINGS OF NEWTON ABBOT TOWN COUNCIL AND ITS COMMITTEES/SUB-COMMITTEES**

The Council will set aside a short period at the commencement of each meeting when members of the public can ask questions or make statements.

Should an individual or representative of a group or body wish to address Members of the Council the following rules are to be followed: -

### **1. General**

Members of the public may ask questions or make statements at ordinary meetings of the Council and its Committees and Sub-Committees. If an informal group have a common interest, one of their number is to be identified to speak on behalf of the whole.

### **2. Order**

Questions/statements will be asked in the order notice of them was received, except that the Chairman may group together similar questions.

### **3. Notice**

A question or statement may only be taken if notice has been given by delivering it in writing or by electronic mail to the Clerk no later than 48 hours before the day of the meeting.

### **4. Number**

At any one meeting no person may submit more than one question/statement.

### **5. Scope**

The Clerk may reject a question/statement if it:

- is not about a matter for which the local authority has a responsibility or which affects the Town of Newton Abbot;
- is defamatory, frivolous or offensive;
- is substantially the same as a question which has been put at a meeting of the Council in the past six months; or
- requires the disclosure of confidential information.

### **6. Speaking at the meeting**

The Chairman will invite the individual to put the question/statement to the Meeting. If a questioner who has submitted a written question is unable to be present, they may ask the Chairman or Clerk to put the question on their behalf.

### **7. Supplemental question**

A questioner who has put a question in person may also put one supplementary question without notice. A supplementary question must arise directly out of the original question or the reply. The Chairman may reject a supplementary question on any of the grounds in Rule 5 above.