



**TO: ALL MEMBERS  
OF THE COUNCIL**

My Ref: PAR\CW\LM\COUNCIL

Date: 10<sup>th</sup> July 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 17<sup>th</sup> JULY 2024 at 7:00pm** 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

**READING:** The Mayor will hold a moment of reflection prior to the meeting.

## **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) 5<sup>th</sup> June 2024

**APPENDIX A**

b) 19<sup>th</sup> June 2024 Special Meeting

**APPENDIX B**

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

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.

### 6. **PRESENTATION (10 minutes + 10 minutes Q&A)**

To receive a presentation from Wellbeing in Action.

### 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) Mayoral activities since the 5<sup>th</sup> June 2024

**APPENDIX C**

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

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

### 9. **INTERNAL AUDIT REPORT 2023/24**

To consider and approve the final Internal Audit Report for the year ending 31<sup>st</sup> March 2024.

**APPENDIX D**

### 10. **FAIRTRADE**

To receive a verbal report on Fairtrade Fortnight (Communications Advisor).

### 11. **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	04/06/24	Joyce/Yabsley <b>APPENDIX E</b>
B. Community & Heritage	12/06/24	Cooke/Ryan <b>APPENDIX F</b>
C. Policy & Resources	19/06/24	Corney-Walker/Wood <b>APPENDIX G</b>
D. Planning	25/06/24	Joyce/Yabsley <b>APPENDIX H</b>
E. Finance & Audit	26/06/24	Parker/ Corney-Walker <b>APPENDIX I</b>

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

12. **LATE CORRESPONDENCE** (if any)

For information.

13. **DATE OF NEXT MEETING**

Wednesday 18<sup>th</sup> September 2024

### **PART II**

14. **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.

15. **FREEMAN AND FREEWOMAN OF NEWTON ABBOT**

To consider a motion received from Councillor M Joyce to grant Honorary Freeman/Freewoman of Newton Abbot status. **APPENDIX J**

### **Distribution:**

All Members of Newton Abbot Town Council  
 District Councillors Jackie Hook, Liam Mullone, Rob Hayes.  
 Martin Wrigley MP  
 Inspector James Johnson  
 Communications Advisor Nigel Canham

## **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.