



**TO: ALL MEMBERS
OF THE COUNCIL**

My Ref: PAR\CW\LM\COUNCIL

Date: 11th September 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 18th SEPTEMBER 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 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 17th July 2024.

APPENDIX A

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.

Question received from a member of the public:

In the interests of transparency, and accountability; openness and political education (something I have personally long supported) will the council actively consider the introduction of live streaming by zoom or whatever appropriate means and recording for posterity its meetings? This would be in line with many local authorities, and follow both Teignbridge District and Devon County Councils, but also an increasing number of Town Councils. e.g. Glastonbury and Frome. As one of, if not the leading Town Council in Devon it would seem to be an advantageous and visionary action in the interests of a healthy democracy.

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

To receive a presentation from District Councillor David Palethorpe.

7. **PRESENTATION (10 minutes + 10 minutes Q&A)**

To receive an update from the Facilities Maintenance Team Leader on the schedule to improve the appearance of Newton Abbot, including a progress report on the Citymaster 1650 since acquisition and future schedule.

8. **LOCAL GOVERNMENT ACT 1972 – COUNCILLOR VACANCY**

To note that as at Friday 13th September 2024 Jamie Cook had not attended any meeting of the Council within a six-month period, therefore, under Section 86 of the Local Govt Act 1972 he ceased to be a Member of Newton Abbot Town Council on that date.

9. **REPORTS OF COUNTY AND DISTRICT COUNCIL REPRESENTATIVES**

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

10. MAYORAL ANNOUNCEMENTS

- (a) Mayoral activities since 17th July 2024 **APPENDIX B**
- (b) Other appropriate items including Mayoral activities in the course of preparation.

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

11. STAFFING

To consider a recommendation from the Staffing Committee, in accordance with minute numbers 24/07(145a) and 24/07(145b), that:

- a) The Council creates a new post of Administrative Officer (Green Spaces) at SCP 20-23;
- b) the Staffing Committee authorises the Town Clerk, in consultation with the Chairperson of the Finance & Audit Committee and the Mayor in accordance with the Council's Financial Regulations, to employ a temporary member of staff to set up and populate the asset management software for a period of up to 3 months at the cost of £7,000 to be made available from reserves, the action to be reported to the Council.

12. 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: -

Minutes/Committee	Date	Chairperson/Vice-Chairperson
A. Planning Committee	16/07/24	Joyce/Yabsley APPENDIX C
B. Staffing Committee	31/07/24	Buscombe/Joyce APPENDIX D
C. Planning	06/08/24	Joyce/Yabsley APPENDIX E
D. Planning	27/08/24	Joyce/Yabsley APPENDIX F
E. Policy & Resources	04/09/24	Corney-Walker/Wood APPENDIX G

PART I C – ITEMS FOR INFORMATION ONLY

13. LATE CORRESPONDENCE (if any)

For information.

14. **DATE OF NEXT MEETING**

Wednesday 13th November 2024

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.