



TOWN COUNCIL

22 June 2018

Dear Councillor

NOTICE IS HEREBY GIVEN that a Meeting of the Full Council at which your attendance is requested, will be held at the **The Manor House, Old Town Street, Dawlish, EX7 9AP** on **Thursday, 28 June** at **6.30 p.m.** to transact the business specified in the Agenda as set out.

A handwritten signature in black ink, appearing to read 'Andrew McKenzie', written over a horizontal line.

Andrew McKenzie
Town Clerk

Distribution: The Mayor and Members of Dawlish Town Council as follows:

Councillors Mayne (Mayor), Foden (Deputy Mayor), Almond, Bloomfield, Clemens, A. Fenne, G. Fenne, Goodman-Bradbury, Lowther, Mawhood, Nickless, Prowse, Robins, Tamlyn, Taylor and Wrigley.



- 1 **Declarations of Interest** – Members are reminded that they should declare any interest in the items to be considered and are also advised that the timescale to alter their stated interests with the District Council’s Monitoring Officer is 28 days.
- 2 **Items requiring urgent attention** – to consider those items which, in the opinion of the Committee Chair, should be considered by the meeting as matter of urgency (if any). To be taken at the end of the meeting.
- 3 **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.
- 4 **The 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.
- 5 **Mobile telephones** Councillors and members of the public are requested to ensure that mobile phones are switched to ‘silent’ during the meeting to avoid disruption.
- 6 **Recording** this meeting may be filmed or audio taped.
- 7 **Public Participation:**
Members of the public will be given an opportunity to address Councillors present at this meeting regarding agenda items, at the discretion of the Chairman. Members of the public will also be given an opportunity to discuss Town Council activities not on the current agenda after the close of the meeting. The comments of members of the public and electors of the parish who speak before the start of the meeting or following the close of the meeting will not form part of the Minutes of the meeting.



AGENDA

PART I

(Open to the Public)

1. **Apologies for Absence.**
2. **Declarations of Interest** – to declare any disclosable interests relating to the forthcoming items of business (if any).
3. **Dispensations** - to receive and consider requests for dispensation (if any).
4. **Devon & Cornwall Police** - to receive a report from the Devon & Cornwall Constabulary for the Parish (if any).
5. **Minutes** - to approve, sign and adopt the minutes of the Annual Town Council meeting held on 6 June 2018.
6. **Minutes of Committees for adoption** – to receive the Minutes of the following Committees for adoption (if any) – *Members are asked to refer to the Town Council’s website to view said minutes:*
 - Civic Amenities Committee – 31 May 2018
 - Events Committee – 24 April 2018
 - Planning Committee – 31 May 2018
7. **Town Mayor’s Announcements** - to receive the Town Mayor’s announcements (if any).
8. **County Councillor’s Report** - to receive a report from the County Councillor (if any).
9. **District Councillors’ Reports** - to receive the reports of District Councillors (if any).
10. **Town Councillors’ Reports** - to receive the reports of Town Councillors (if any).
11. **Neighbourhood Plan** – to receive an update from the Neighbourhood Plan Steering Group (if any).
12. **Final Internal Audit Report 2017/18** – to receive and note the contents and recommendations of the Internal Auditor for the financial year 2017/18.
13. **Annual Accounts 2017/18** – to consider, approve and sign the Annual Governance Statement (Section 1 of the Annual Return 2017/18).



14. **Annual Accounts** – to consider, approve and sign the Accounting Statements (Section 2 of the Annual Return 2017/18).
15. **Financial Documents** – to review and adopt the council’s Risk Management Policy, Investment Policy and Statement of Internal Control.

**Part II
(Private)**

Items which may be taken in the absence of the Public and Press on grounds that Exempt Information may be disclosed as defined in the Local Government Act 1972 and Public Bodies (Admission to meetings) Act 1960.

Nil.