



Dawlish Town Council

# MANOR HOUSE AND RIVERSIDE CENTRE COMMITTEE

15 November 2019

Dear Councillor

**NOTICE IS HEREBY GIVEN** that a Meeting of the Manor House and Riverside Centre Committee at which your attendance is summoned, will be held at the **The Manor House, Old Town Street, Dawlish, EX7 9AP** on **Wednesday, 20 November 2019** at **2pm** to transact the business specified in the Agenda as set out.

Andrew McKenzie  
Town Clerk

Distribution: The Mayor, Deputy Mayor and Members of Manor House and Riverside Centre Sub-Committee as follows:

Councillors Mayne (Chairman), M. Lowther (Vice Chairman), Goodman-Bradbury, T. Lowther and Taylor.

*The Mayor and Deputy Mayor are ex-officio Members of all Committees.*



*For information - to be taken as read:*

- 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. **Agreement of the Agenda between Parts I and II**
3. **Declarations of Interest** – to declare any disclosable interests relating to the forthcoming items of business (if any).
4. **Dispensations** – to receive and consider requests for dispensation (if any).
5. **Minutes** – to approve and sign the minutes of the Manor House & Riverside Centre Committee held on 18 September 2019.
6. **Manor House Car Parking** – to receive an update.
7. **Riverside Centre** - to receive an update regards the supply of a Wi-Fi internet connection to the Riverside Centre.
8. **Town Council Office Refurbishment** – to receive three quotes for refurbishment works to the Town Council Office and approve a works order.
9. **Budget Requirements** – to consider budget requirements for 2020/21 and make recommendations to the Budget Sub-Committee.
10. **Approved Contractors** – to note the current position of approved contractors and authorise entering into a Service Level Agreement with Devon County Council, if permitted.

### **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.