



DAWLISH TOWN COUNCIL

TOWN COUNCIL

3 January 2020

Dear Councillor

NOTICE IS HEREBY GIVEN that a Meeting of the Full Town Council at which your attendance is summoned will be held at **The Manor House, Old Town Street, Dawlish, EX7 9AP** on **Wednesday, 8 January 2020** at **7.00 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 Foden (Mayor), Mawhood (Deputy Mayor), Dawson, Goodman-Bradbury, Heath, James, M. Lowther, T. Lowther, Mayne, J. Petherick, L. Petherick, Prowse, Tamlyn, Taylor, Woods and Wrigley.



For information – to be taken as read:

- 1 **Declarations of Interest** – Members are reminded that they should declare any interests at agenda item 3 in respect of 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, sign and adopt the minutes of the Town Council meeting held on 4 December 2019.
6. **Minutes of Committees for adoption** – to receive the Minutes of the following Committee(s) for adoption (if any) – *Members are requested to refer to the Town Council's website to view said Minutes:*

Planning Committee – 5 December 2019
7. **Town Clerk's Report** – to receive any updates the Town Clerk deems appropriate to be reported upon (if any).
8. **Town Mayor's Announcements** - to receive the Town Mayor's announcements (if any).
9. **County Councillor's Report** - to receive a report from the County Councillor (if any).
10. **District Councillors' Reports** - to receive reports of District Councillors (if any).
11. **Town Councillors' Reports** - to receive reports of Town Councillors (if any).

Referral from the Finance & General Purposes Committee

12. **Financial Regulations 2019** – that Council be recommended to approve the Financial Regulations as presented to the Finance and General Purposes Committee meeting held on 28 November 2019.



Referral from the Staffing Committee

13. **Staffing Committee Terms of Reference** – that Council be recommended to approve that Membership of the Staffing Committee be for the duration of the Council term in the interests of continuity and experience, save the for the Deputy Mayor’s appointment which continues to change annually, and that the Committee’s Terms of Reference be amended accordingly.

Other items

14. **Grant Funding** – to approve the Events, Projects & Tourism Officer obtaining grant funding up to £10,000 for the replacement of events equipment.
15. **Provision of Members’ IT** – to consider purchasing iPads for Councillors and staff, to support their work, increase efficiencies and reduce paper and printing consumption.
16. **Mental Health & Suicide Prevention Working Group** – to receive the draft scoping document and consider for approval.

**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.