



**TO: ALL MEMBERS
OF THE COUNCIL**

My Ref: PAR\CW\LM\COUNCIL

Date: 5th November 2025

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, Wolborough Street, Newton Abbot on **WEDNESDAY 12th NOVEMBER 2025 at 7:00pm** to transact the business specified in the Agenda as 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: The Reverend Gill Daniles to lead the Council in prayers.

A G E N D A

PART A – GENERAL COUNCIL BUSINESS

1. **WELCOME FROM THE MAYOR**
2. **APOLOGIES FOR ABSENCE**
 - a) 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.

b) To consider a request to grant a period of extended leave to Councillor T Corney-Walker.

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 meeting held on the 17th September 2025.

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.

6. **PRESENTATION – THE TEIGNBRIDGE COMMUNITY PROJECT (10mins + 10mins Q&A)**

To receive a presentation from a representative of The Teignbridge Community Project.

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 17th September 2025 **APPENDIX B**

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

PART B – MINUTES OF MEETINGS OF COMMITTEES AND ITEMS FOR DECISION

9. **WHAT'S IN STORE PROJECT BOARD**

a) To note the minutes of the What's In Store Project Board held on 28th October 2025
APPENDIX C

b) To grant delegated authority to the Town Clerk, in consultation with the Chairperson of the What's In Store Project Board, to seek, receive and approve tender applications.

10. **ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (AGAR)**

To receive and note an update on the status of the Annual Governance & Accountability Return.

11. **BECOMING A COUNCILLOR – PREPARING FOR THE 2027 LOCAL ELECTIONS**

To receive a verbal report outlining the proposed strategy to encourage public engagement and participation in the 2027 Local Elections.

12. **LOCAL COUNCIL AWARD SCHEME (LCA)**

The Council is asked to confirm by resolution that all required documents, information and conditions are in place for the Bronze and Silver awards of the Local Council Award Scheme, and that these are published on the Council's website, where applicable.

APPENDIX D

13. **RECOMMENDATION FROM THE STAFFING COMMITTEE**

To consider a recommendation from the Staffing Committee (Minute No. 25/10(213C)) regarding a proposed future change to the title of the Town Clerk.

14. **POLICIES**

To consider and adopt the following policies:

- Appraisal Policy **APPENDIX E**
(New policy - recommendation from Staffing Committee)
- Mental Health Policy **APPENDIX F**
(New policy - recommendation from Policy & Resources Committee)
- Drivers Policy **APPENDIX G**
(New policy - recommendation from Policy & Resources Committee)
- Contractors Policy **APPENDIX H**
(New policy- recommendation from Policy & Resources Committee)
- Fire Policy **APPENDIX I**
(New policy - recommendation from Policy & Resources Committee)
- Allotments & Community Garden Strategy 2025 – 2027 **APPENDIX J**
(New policy - recommendation from Community & Heritage Committee)
- Vicary's Field Allotment Transition Plan **APPENDIX K**
(New policy - recommendation from Community & Heritage Committee)
- Accessible Allotment Report **APPENDIX L**
(New policy - recommendation from Community & Heritage Committee)
- Safeguarding Policy **APPENDIX M**
(New policy)

15. 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	16/09/2025	Yabsley/Jennings APPENDIX N
B. Staffing	01/10/2025	Buscombe/Joyce APPENDIX O
C. Planning	07/10/2025	Yabsley/Jennings APPENDIX P
D. Community & Heritage	15/10/2025	Cooke/Ineson APPENDIX Q
E. Policy & Resources	22/10/2025	Wood/Ryan APPENDIX R
F. Planning	28/10/2025	Yabsley/Jennings APPENDIX S
G. Finance & Audit	29/10/2025	D Corney Walker/Bailey APPENDIX T

PART C – ITEMS FOR INFORMATION ONLY

16. LATE CORRESPONDENCE (if any)

For information.

17. DATE OF NEXT MEETING

Wednesday 21st January 2026

Distribution:

All Members of Newton Abbot Town Council
District Councillors Jackie Hook, Liam Mullone, Rob Hayes.
Jo Rice Senior Case Officer MP Martin Wrigley
Communications Advisor Nigel Canham
Hon. Freeman Mr M Hocking
Hon. Freewoman Mrs C Bunday
Rev Gill Daniel
Inspector S Roper

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.