



**TO: ALL MEMBERS  
OF THE COUNCIL**

My Ref: PAR\CW\LM\COUNCIL

Date: 27<sup>th</sup> May 2026

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 3<sup>rd</sup> JUNE 2026 at 7:00pm** or at the end of the **District Council Local Leaders Update which will be live streamed earlier in the evening, whichever is the latest**, 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](mailto: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:** Anna Chaplain, Kim Martin 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**

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 the:

- a) 18<sup>th</sup> March 2026 **APPENDIX A**
- b) 13<sup>th</sup> May 2026 (Annual Council Meeting) **APPENDIX B**

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 (10mins + 10mins Q&A) – DEVON COUNTY COUNCIL WORKPLACE SKILLS PROJECT**

To receive a presentation from a representative of Devon County Council on the Workplace Skills 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) Outgoing/New Mayoral activities 18<sup>th</sup> March to 13<sup>th</sup> May 2026 **APPENDIX C**
- (b) Other appropriate items including Mayoral activities in the course of preparation.

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

9. **COMMITTEE MEMBERSHIP**

- a) To discuss and consider the membership of the Staffing Committee following requests from Members to join the Committee which exceed the number permitted under the Committee's Terms of Reference, and to consider the advice received from Council HR and Governance Support Consultancy (CHRGs). **APPENDIX D & E**
- b) Staffing Committee Terms of Reference **APPENDIX F**

## 10. POLICIES

To consider and adopt the following policies:

- |  |                   |
|--|-------------------|
| (a) Code of Conduct                                      | <b>APPENDIX G</b> |
| (b) Standing Orders                                      | <b>APPENDIX H</b> |
| (c) Grants Policy ( <i>new</i> )                         | <b>APPENDIX I</b> |
| (d) Community Engagement Policy ( <i>new</i> )           | <b>APPENDIX J</b> |
| (e) IT Acceptable Use & Governance Policy ( <i>new</i> ) | <b>APPENDIX K</b> |

## 11. 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: -

<b>Minutes/Committee</b>	<b>Date</b>	<b>Chairperson/Vice-Chairperson</b>
A. Community & Heritage	25/03/2026	Ineson/Bailey <b>APPENDIX L</b>
B. Planning	31/03/2026	Yabsley/Jennings <b>APPENDIX M</b>
C. Planning	21/04/2026	Yabsley/Jennings <b>APPENDIX N</b>
D. Planning	12/05/2026	Yabsley/Jennings <b>APPENDIX O</b>

## 12. ADOPTION OF TEIGNBRIDGE LOCAL PLAN

- To note the adoption of the Teignbridge Local Plan by the District Council at its Full Council meeting on the 19<sup>th</sup> May 2026. The 2020-2040 Local Plan now supersedes the 2013-2033 Local Plan, and its policies should be used when considering planning applications. [Teignbridge District Council - Local Plan](#)
- To discuss and consider a review of the Newton Abbot Neighbourhood Plan 2016 to 2033. [Newton Abbot Neighbourhood Plan 2016 to 2033](#)
- To discuss and consider granting delegated authority to the Town Clerk to investigate appointing a Town Planner to support the review of the Neighbourhood Plan and report back to a future meeting.

## 13. ANNUAL TOWN MEETING

To receive and note the survey results from the Annual Town Meeting held on the 16<sup>th</sup> May 2026.  
**APPENDIX P**

## **PART C – ITEMS FOR INFORMATION ONLY**

### **14. LATE CORRESPONDENCE (if any)**

For information.

### **15. DATE OF NEXT MEETING**

Wednesday 15<sup>th</sup> July 2026

### **16. EXCLUSION OF PUBLIC AND PRESS**

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

### **17. STRATEGIC MATTERS – UPDATE FROM THE TOWN CLERK**

To receive an update from the Town Clerk on the following strategic matters and to consider granting delegated authority to the Town Clerk to progress actions arising from:

- a) Asset Transfers
- b) Ongoing Asset Opportunity
- c) Old Forde House

#### **Distribution:**

All Members of Newton Abbot Town Council  
District Councillors Jackie Hook, Liam Mullone, Rob Hayes.  
County Councillors Jacqueline Fry, Mick Cockerham  
Jo Rice Senior Case Officer MP Martin Wrigley  
Communications Advisor Nigel Canham  
Hon. Freeman Mr M Hocking  
Hon. Freewoman Mrs C Bunday  
Anna Chaplain Kim Martin  
Inspector Ryan Northmore, Devon & Cornwall Police

## **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.