



**TO: ALL MEMBERS
OF THE COUNCIL**

My Ref: PAR\CW\LM\COUNCIL

Date: 1st June 2023

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, 43 Wolborough Street, Newton Abbot on **WEDNESDAY 7th June 2023 at 7:00pm** to transact the business specified in the Agenda set out below.

Yours sincerely

Town Clerk

READING: The Mayor, will hold a moment of reflection prior to the meeting.

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**

- a) To approve as a correct record and sign the minutes of the Council Meeting held on 8th March 2023. **APPENDIX A**
- b) To approve as a correct record and sign the minutes of the Annual Council Meeting held on 17th May 2023. **APPENDIX B**

5. **PUBLIC PARTICIPATION** (7.10 – 7.25 p.m. approx)

The Council has set aside a short period at the commencement of the Meeting when members of the public can ask questions or make statements.

6. **PRESENTATION BY NEWTON ABBOT TWINNING ASSOCIATION**

Newton Abbot Twinning Association to make a short presentation to the Mayor in recognition of 30 years of Newton Abbot twinning with Aÿ in France.

7. **CYBER SECURITY PRESENTATION (20 minutes + 10 mins Q&A)**

To receive a presentation from Devon & Cornwall Police on Cyber Protection. Following the presentation there will be an opportunity to ask questions.

8. **REPORTS OF COUNTY AND DISTRICT COUNCIL REPRESENTATIVES**

To receive reports from Councillors on activities in their roles as County and/or District Councillors.

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

9. **POLICIES**

To consider and adopt the Policy documents as circulated:

- | | |
|--|-----------------------|
| a) Co-Option Policy (New) | APPENDIX C |
| b) Co-Option Pack 2023 (New) | APPENDIX C (1) |
| c) Code of Conduct | APPENDIX D |
| d) Business Continuity & Council Risk Mgt Plan | APPENDIX E |
| e) Statement of Internal Control | APPENDIX F |

10. **CO-OPTION**

To agree to advertise vacancies arising from unfilled seats at the recent local elections, in accordance with section 21 of the Representation of People Act 1985¹ and the Co-Option Policy contained in agenda item 9, subject to amendment.

11. **TO RECEIVE AND NOTE THE ANNUAL INTERNAL AUDIT REPORT**

In accordance with the Accounts and Audit Regulations 2015 to receive and note the Annual Internal Audit Report 21/22 (page 3) of the Annual Governance & Accountability Return (AGAR)

APPENDIX G

12. **APPROVAL OF THE ANNUAL GOVERNANCE STATEMENT**

In accordance with the Accounts and Audit Regulations 2015 to approve the Annual Governance Statement which forms Section 1 (page 4) of the Annual Return.

APPENDIX H

13. **APPROVAL OF ACCOUNTING STATEMENT**

In accordance with the Accounts and Audit Regulations 2015 to approve the Annual Accounting Statement which forms Section 2 (page 5) of the Annual Return following approval of Section 1 in 3. above.

APPENDIX I

¹ [Representation of the People Act 1985 \(legislation.gov.uk\)](https://www.legislation.gov.uk)

14. **MAYORAL ANNOUNCEMENTS**

- (a) Mayoral activities since the 8th March 2023 **APPENDIX J**
- (b) Other appropriate items including Mayoral activities in the course of preparation.

15. **MOTION TO COUNCIL**

In accordance with Standing Order 8, to consider a motion submitted to the Clerk by Councillor M Joyce, that:

- a) This council, having received and noticed the continuation of the deterioration of Highways, within Newton Abbot, to the detriment of its residents, business and visitors, calls upon the portfolio holder for highways, at Devon County Council, Councillor Stuart Hughes, to arrange an in depth and comprehensive survey of all highways within Newton Abbot, thus enabling both County and the Town Council to liaise on a programme of repairs and their priority that meets the aspirations of those suffering through the current state of Highways.
- b) It also seeks assurances that repairs to reported defects on the highways, are carried out in a manner that prevents the repairs deteriorating after a few days, which on many occasions appear, from reports received, happens at present.
- c) In addition, this council request DALC to carry out a survey of all its members to ascertain the situation with regards to the state of Highways and repairs County wide and report back with the results, to its members, within 3 months of receipt of this request.

16. **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	14/03/23	Joyce/Yabsley APPENDIX K
B. Community & Heritage	29/03/23	Cooke/Ryan APPENDIX L
C. Planning	04/04/23	Joyce/Yabsley APPENDIX M
D. Planning	25/04/23	Joyce/Yabsley APPENDIX N

17. **COUNCILLOR ALLOWANCES**

To consider whether the Council will pay a Parish Basic Allowance (PBA) to it's Members.

Under Regulation 27 of the Local Authorities (Members' Allowances) (England) Regulations 2003, the PBA is set by the responsible authorities' remuneration panel.

PART C – ITEMS FOR INFORMATION ONLY

18. LATE CORRESPONDENCE (if any)

For information only.

19. DATE OF NEXT MEETING

Wednesday 19th July 2023

Distribution:

All Members of Newton Abbot Town Council
County and District Councillor Janet Bradford
District Councillor Rob Hayes
District Councillor Mrs Jackie Hook
District Councillor Liam Mullone
District Councillor Martin Wrigley
Inspector David Hammond
Sergeant Jason Morrison
Communications Advisor Nigel Canham