

MINUTES OF THE **MEETING OF THE COUNCIL HELD ON WEDNESDAY 7<sup>th</sup> JUNE 2023** AT 7.00 P.M. AT NEWTON'S PLACE, 43 WOLBOROUGH STREET, NEWTON ABBOT

Present: D Corney-Walker (Mayor) Presiding  
A Hall (Deputy Mayor)

Councillors: P Bullivant C Parker  
L Cooke M Ryan  
T Corney-Walker S Walker  
C Davieson N Yabsley  
M Joyce

Officers in attendance: Phil Rowe Town Clerk  
Sam Scott Deputy Town Clerk  
Sally Henley Town Development Manager  
Linda McGuirk Principal Administrator

By invitation: Jackie Hook District Councillor  
Janet Bradford County and District Councillor  
Representative of Devon & Cornwall Cyber Protect  
Team  
Two representatives of Newton Abbot Twinning  
Association.

42. **WELCOME FROM THE MAYOR**

The Mayor welcomed everyone and opened the meeting with a reading from Shakespeare's The Merchant of Venice. Members were invited to submit appropriate readings to the Mayor for future Full Council meetings.

43. **APOLOGIES**

Apologies for absence were received on behalf of Councillor Richard Buscombe and Nigel Canham – Communications Advisor. Members **agreed** to approve Councillor Buscombe's reason for absence.

44. **INTERESTS**

None declared.

45. **MINUTES**

The minutes of the Council Meeting held on 8<sup>th</sup> March 2023 were received and signed as a correct record.

The minutes of the Annual Council Meeting held on 17<sup>th</sup> May 2023 were received and signed as a correct record.

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**46. NEWTON ABBOT TWINNING ASSOCIATION - PRESENTATION**

Representatives of Newton Abbot Twinning Association made a presentation to the Council in recognition of 30 years of Newton Abbot twinning with Aÿ in France.

The Mayor accepted the painting on behalf of the Council and thanked the Twinning Association for attending the meeting.

**47. DEVON & CORNWALL POLICE - CYBER PROTECT PRESENTATION**

The Mayor welcomed a representative of Devon & Cornwall Cyber Protect Team to the meeting and invited them to report on Cyber Security. A presentation was displayed to support the verbal report.

The presentation covered:

- Password security.
- Two-factor authentication.
- Using three email separate accounts for personal, work and disposable.
- Importance of IT training for Councillors.
- Examples of cyber crime.

Following the presentation, the Mayor thanked the representative for attending the meeting and providing valuable information on cyber security and invited Members to raise any questions.

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

The Mayor invited County and District Councillors to provide a report on their recent activity.

District and County Councillor J Bradford reported on matters that she had been involved in:

- Attended TDC and DCC Full Council meetings.
- Attended a DCC Children’s Scrutiny meeting.
- Reported potholes.
- Advised there is a Household Support Fund available to support residents and businesses.
- Attended a HATOC meeting and spoke against the Queen Street Traffic Orders.

District Councillor Jackie Hook referred Members to the report, circulated prior to and tabled at the meeting, regarding issues that she has been directly involved in:

- Advised there is a consultation on TDC Carbon Action Plan, part 2. Which addresses Teignbridge District Council’s Carbon Footprint.
- Queen Street – Pedestrian Enhancement Traffic Regulations Orders.
- Ogwell cycle link funding.
- Investment in tennis courts at Baker’s Park and Forde Park.
- Manifesto commitments for Trees

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- Public consultation on TDC housing proposal for 24 affordable homes.

District and County Councillor P Bullivant reported on matters that he had been involved in:

- Queen Street – Pedestrian Enhancement Traffic Regulations Orders.
- Advised that the decision to create a new community facility at Highweek has been delayed.

District Councillor C Parker reported on matters that he had been involved in:

- Attended a HATOC meeting.
- Potholes at Shaldon Hill

District Councillor M Ryan reported on matters that he had been involved in:

- Dealing with complaints received from Buckland residents.
- Attending training sessions with TDC.

District Councillor A Hall reported on matters that he had been involved in:

- Attended HATOC meeting.
- Attending training sessions with TDC

The Mayor thanked the District and County Councillors for their reports as they provided a valuable insight into the issues within Newton Abbot. The Mayor reminded members that reports should not be political and the best way forward is working together.

#### 49. **POLICIES**

The Mayor introduced the policy documents, previously circulated:

##### a) Co-Option Policy

The Town Clerk introduced the Co-Option Policy and Co-Option Pack and advised Members that it is unprecedented in Newton Abbot to have six vacancies following an election. To ensure a fair and transparent process is carried out he recommended the Council adopts a Co-Option policy.

Councillors asked the Town Clerk for clarification on the legal requirement to fill the vacancies. The Town Clerk explained the difference between a casual vacancy and unfilled seats arising after an election. The Co-option will be held in accordance with the Representation of The People Act 1985, section 21.

##### b) Co-Option Pack 2023

##### c) Code of Conduct

##### d) Business Continuity & Council Risk Management Plan

##### e) Statement of Internal Control

Following a review of the policy documents among Members it was:

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**RESOLVED** that the Policies in relation to the:

- Co-Option Policy
- Co-Option Pack 2023
- Code of Conduct
- Business Continuity & Council Risk Management Plan
- Statement of Internal Control

be hereby, approved and adopted.

50. **CO-OPTION**

Further to adopting the Co-Option Policy and Co-Option Pack, in accordance with minute numbers 23/06(49a) and 23/06(49b) above, arising from the discussion, it was:

**RESOLVED** that the Council will advertise the vacancies arising from unfilled seats at the elections held in May 2023, in accordance with the Representation of The People Act 1985, section 21.

51. **ANNUAL INTERNAL AUDIT REPORT**

Governance and Accountability Return. In accordance with Accounts and Audit Regulations 2015

**RESOLVED** that the Annual Internal Audit Report 2022/23, which formed page 3 of the Annual Governance and Accountability Return, be hereby received and noted; and be submitted to PKF Littlejohn.

52. **ANNUAL GOVERNANCE STATEMENT**

Annual Governance and Accountability Return. In accordance with Accounts and Audit Regulations 2015

**RESOLVED** that Section 1 of the Annual Governance and Accountability Return which formed page 4 of the Annual Governance Statement for the year ended 31<sup>st</sup> March 2023, be hereby approved; and signed by the Mayor and the Town Clerk and be submitted to PKF Littlejohn.

53. **ANNUAL ACCOUNTING STATEMENT**

Accounting Statement. In accordance with Accounts and Audit Regulations 2015

**RESOLVED** that Section 2 of the Annual Return which formed page 5 of the Annual Governance Statement, the for the year ended 31<sup>st</sup> March 2023, be hereby approved; signed by the Mayor and be submitted to PKF Littlejohn.

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54. **MAYORAL ANNOUNCEMENTS**

The Mayor updated Members on recent engagements which included engagements attended by the past Mayor, Carol Bunday (as previously circulated). The Mayor thanked the Deputy Mayor, Councillor A Hall for attending recent events on his behalf.

55. **MOTION TO COUNCIL**

The Mayor advised members that Councillor M Joyce had submitted a motion to the Town Clerk in accordance with Standing Order No.8 and invited Cllr Joyce to formally move the motion. Councillor M Ryan seconded the motion.

- 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.

Arising from discussion, and subject to an agreed minor amendment, it was:

**RESOLVED:**

- 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.

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- 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.

**56. PROCEEDINGS OF COMMITTEES**

- a) The Minutes of the Meeting of the **Planning Committee** held on 14<sup>th</sup> March 2023, as presented by the Chairperson, Councillor M Joyce, were received and approved; and
- b) The Minutes of the Meeting of the **Community & Heritage Committee** held on 29<sup>th</sup> March 2023, as presented by the Chairperson, Councillor L Cooke, were received and approved, and
- c) The Minutes of the Meeting of the **Planning Committee** held on 4<sup>th</sup> April 2023, as presented by the Vice Chairperson, Councillor M Joyce were received and approved.
- d) The Minutes of the Meeting of the **Planning Committee** held on 25<sup>th</sup> April 2023, as presented by the Chairperson, Councillor M Joyce were received and approved.

**57. COUNCILLOR ALLOWANCES**

The Town Clerk informed Members that under Regulation 27 of the Local Authorities (Members' Allowances) (England) Regulations 2003, Members may claim the Parish Basic Allowance (PBA). The PBA is set by the responsible authorities' remuneration panel. Arising from discussion, it was:

**RESOLVED** that Members of Newton Abbot Town Council will not claim a Parish Basic Allowance during the term of this Council.

**58. LATE CORRESPONDENCE**

None.

**59. DATE OF NEXT MEETING**

Wednesday 19<sup>th</sup> July 2023

Meeting closed at 20:35

Chairperson (Mayor) initials.....

Chairperson (Mayor).....Date.....

Chairperson (Mayor) initials.....