



**TO: ALL MEMBERS
OF THE COUNCIL**

Ref: PAR/LM/C&HCtee

Date: 31st January 2024

Dear Councillor,

In accordance with the provisions of the Local Government Act 1972 you are summoned to attend a meeting of the **COMMUNITY & HERITAGE COMMITTEE** to be held at Newton's Place, Wolborough Street, Newton Abbot on **WEDNESDAY 7th FEBRUARY 2024 at 7:00 p.m.**

Yours sincerely

Town Clerk

AGENDA

PART A – GENERAL COMMITTEE BUSINESS

1. 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.

2. INTERESTS

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.

3. MINUTES

To agree as a correct record the minutes of the meetings of the Community and Heritage Committee held on 18th October 2023. **APPENDIX A**

4. PUBLIC PARTICIPATION (7.00 – 7.15 p.m.)

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.

Town Clerk: P.A. Rowe

Newton's Place, 43 Wolborough Street, Newton Abbot, Devon TQ12 1JQ

Tel: 01626 201 120 Fax: 01626 369 674 info@newtonabbot-tc.gov.uk www.newtonabbot-tc.gov.uk

5. **PRESENTATION - ENVIRONMENT AGENCY (10 mins + 10 mins Q&A)**

To receive a presentation by the Environment Agency on the improvements to fish passage on the River Lemon.

PART B – ITEMS FOR DECISION

6. **EMERGENCY PLAN**

- a) To discuss creating a Community Emergency Plan for Newton Abbot (in accordance with minute number 24/01(366)).
- b) To agree membership of a Community Emergency Plan working group.

7. **SUB-COMMITTEES/WORKING PARTIES/FORUMS**

To receive the minutes of the following Sub-Committee: -

Minutes/Committee	Date	Chairperson/Vice Chairperson
a) Events Sub Committee	17 th January 2024	Ryan/Hall APPENDIX B
b) Road Safety Working Group	6 th February 2024	Tabled at the meeting APPENDIX C

8. **ACCOUNTS/INCOME & EXPENDITURE**

To receive an overview of income and expenditure for period 1st April 2023 – 31st December 2023 for the following:

- Community and Heritage Committee **APPENDIX D**
- Newton In Bloom **APPENDIX E**
- Museum **APPENDIX F**

PART C – ITEMS FOR INFORMATION ONLY

9. **LATE CORRESPONDENCE (IF ANY)**

Details will be circulated and will be for information only.

10. **DATE OF NEXT MEETING**

Wednesday 27th March 2024.

DISTRIBUTION

All Members of the Council, Representatives of the local press and public noticeboards.

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.