

TEIGNMOUTH TOWN COUNCIL



**Bitton House
Teignmouth
Devon**

31st January 2019

Dear Councillor

A meeting of the Finance & General Purposes Committee will be held at Bitton House on Tuesday, 5th February 2019 at 6.30pm to discuss the following items as set out below and your attendance is required.

Please note;

Under the Openness of Local Government Bodies Regulation 2014, this meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.

The public are welcome at Teignmouth Town Council meetings. Members of the public are invited to ask questions or raise issues relevant to the work of the Town Council. 15 minutes is set aside for public participation and individual speakers are restricted to 3 minutes. Public participation is not part of the formal business of the Town Council however, a note will be made of matters raised and recorded within the minutes of the meeting.

Members of the public wishing to speak are to submit questions or statements in writing to the Town Clerk no less than 3 days before the date of the meeting.

A handwritten signature in black ink, appearing to read 'Tracy Higgs'.

**T. Higgs
Town Clerk**

A G E N D A

1. Apologies

2. Public Participation

- a. Electors may speak for three minutes on any item on the following agenda. 3 days notice is required – please e-mail the Town Clerk – traceyhiggs@teignmouth-devon.gov.uk.

3. Declarations of Interest

In accordance with the Code of Conduct (section 13, Appendices A and B), 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. Members are also reminded that the timescale to alter their stated interests with the District Council's Monitoring Officer is 28 days.

4. Dispensations

A request for a dispensation is to be made to the Town Clerk, no less than 5 working days before Council meetings. The Council may grant a member(s) a dispensation(s) to participate in a discussion and vote on a matter at a meeting even if he/she has an interest in Appendices A and B.

5. Matters of Urgency brought forward by the Chairman (if any)

6. Clerk's Report

7. Eastcliff Park Mosaic and Gazebo Plinth Revamp – To receive a report and discuss – Cllr Burgess

8. Neighbourhood Plan – To receive a report – Cllr Green

9. Review of Governance Documents – To receive a report and adopt a) Financial Regulations b) Statements of Internal Control and c) Information Data Protection Policy as presented – Town Clerk

10. Accounts for Payment – to approve the accounts for payment

11. The Freedom of Information Act 2000

Deems that all information held by this Council should be freely available to the public unless it falls under one of 23 exemptions.