

Teignmouth Town Council 2020



Town Council Meeting Tuesday, 19 May 2020 Virtual meeting via Zoom at 6.00pm

<https://us02web.zoom.us/j/82975673773?pwd=djRGZXh3a2pHOUJjMy9lY3VaY1JkUT09>

Meeting ID: 829 7567 3773
Password: 073407

One tap mobile
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+441314601196,,82975673773#,,1#,073407# United Kingdom

Dial by your location
+44 203 481 5240 United Kingdom
+44 131 460 1196 United Kingdom
+44 203 051 2874 United Kingdom
+44 203 481 5237 United Kingdom

**Cllr Robert Phipps
Town Mayor**

**T. Higgs
Town Clerk**



**Bitton House
Teignmouth**

14 May 2020

To the Chairman and Members of the Teignmouth Town Council

I have to request your attendance at a virtual meeting via Zoom of the Town Council to be held on Tuesday, 19 May 2020 at 6.00pm to transact the business as specified in the Agenda below.

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 welcomed 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.

**T. Higgs
Town Clerk**

A G E N D A

Council not in formal session

For Councillors and Members of the Public

Prior to the commencement of the Full Council meeting, for those who wish to do so, there will be a short period of reflection or prayer given by the appointed Mayoral Chaplain to which all are invited

Questions and Statements Public Time

In accordance with Standing Order No. 1e, the Town Mayor will invite members of the public present to ask questions or make statements.

Police Report

To receive a report from our local Policing team.

County Councillor Reports

To receive reports from our Devon County Councillors.

District Councillor Reports

To receive reports from our Teignbridge District Councillors.

Town Councillor Reports

To receive reports from Town Councillors

Reports from Outside Bodies

To hear reports from any outside bodies including those of which the member is the Town Council nominated representative.

Presentations from Outside Bodies

Council in formal session – Part 1

1 Use of Mobile Phones

In accordance with Minute 30, mobile phones be limited to personal use only (in case of emergencies) and in which case the Councillor is to leave the room to respond. Mobile phones are to be switched to silent during the meeting to avoid disruption.

2 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.

3 Apologies for Absence

Members are reminded that they have a duty to notify the Town Clerk that they will be absence from a Town Council meeting

4 Declarations of Interest and Consider Requests for Dispensation(s)

Members are reminded that they are to declare any interest in the items to be transacted and that the timescale to alter stated interests with the Districts Monitoring Officer is 28 days.

Under the Code of Conduct, Councillors with a registerable interest must leave the room for the duration of consideration of the item to which the interest relates. Those with 'other' interest must apply the tests as set out in the Code of conduct as to whether there are circumstances that might enable them to remain.

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.

5 Town Clerk's report

6 Business (if any) especially brought forward by the Mayor

7 Mayor's Announcements

Items requiring Approval

- 8 To receive, approve as a correct record and sign the Minutes of the Town Council meeting held on 3 March 2020 – Cllr R Phipps**
- 9 Committee – Finance and General Purposes Committee – Cllr D Matthews**
To receive the minutes of the meeting held on 17 March 2020 and resolve to adopt
- 10 Planning Committee – Cllr R Ash**
To receive the minutes of the meetings held on the 27th March 2020 and 22nd April 2020 and resolve to adopt.
- 11 Postponement of the Annual Council meeting – Town Clerk**
To consider postponement of the Annual Council meeting for six months.
- 12 Composition of Committees – Town Clerk**
To consider postponement of the Composition of Committees for six months.
- 13 Postponement of the Annual Parish meeting – Town Clerk**
To agree to postpone the Annual Parish meeting until December 2020.
- 14 To approve Calendar of Meetings 2020/21 – Town Clerk**
- 15 Standing Orders – Town Clerk**
To adopt the revised Standing Orders given the Coronavirus Act 2020
- 16 Financial Regulations – Town Clerk**
To adopt the revised regulations Section 4, regulation 4.5.
- 17 Cafe Pavement Licence Fees 2020**
To approve the waiver of the £50 licence fee for 2020.
- 18 Interim Internal Audit Report**
To note the recommendations made and actions required.
- 19 Christmas Lights Switch-on – Cllr Atkins**
To receive an update report
- 20 Schedule of Payments**
To receive and approve the monthly accounts as presented for March 2020. Please note – hard copy invoices are freely available in the office for Cllrs to view on a one-one (social distancing). Please make an appointment with the Clerk's office.

21 Data Protection Act 2018

Precludes this authority from publishing the names, addresses or other private information of individuals unless written permission is given by the individual for such details to be made public.

Therefore, where necessary, personal details have been removed from the papers attached to ensure that information held is available, but individuals are protected.

MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE COUNCIL CHAMBER, BITTON HOUSE ON TUESDAY, 3RD MARCH 2020 AT 6.30PM

Present: Cllr. R. Phipps - Town Mayor
Cllr. P. Williams - Deputy Town Mayor
Cllr. R. Ash
Cllr. J. Atkins
Cllr. D. Cox
Cllr. A. Henderson
Cllr. N. Jeffries
Cllr. J. Orme
Cllr. E.S. Russell

In attendance: Mr. I. Wedlake - Acting Clerk
Miss. A. Winston - PA to Mayor
Members of the Public

COUNCIL NOT IN FORMAL SESSION

For Councillors and Members of the Public

The Mayor asked everyone to pause for thought and conveyed condolences to the family and friends of the person who sadly died in an accident in Teignmouth the previous day.

Questions and Statements Public Time

A resident in the town centre expressed numerous problems in the Triangle including people playing football and riding scooters, and drinking alcohol which leads to anti-social behaviour. The resident urged Councillors to take action and requested a sign is put in place to state that the area is for pedestrians only.

Cllr Russell said the council could look in to getting a public space protection order in place and she will raise the issue of mis-use with Devon County Council as the area is for pedestrians only. The Mayor said he will look in to the matter with Teignbridge District Council and Devon County Council. Cllr Cox suggested erecting a banner with words such as 'Please respect this area' and it was agreed to action this in the interim.

Police Report

The local Sergeant presented a crimes and incidents report for the period 01.02.2020 to 01.03.2020 which is shown below. Councillors asked questions.

Crimes Recorded - 01/02/2020 to 01/03/2020 - Teignmouth

| Offence | Recorded Crime 01/02/2020 to 01/03/2020 | Recorded Crime 01/02/2019 to 01/03/2019 | Recorded Crime % Difference |
|-------------------------|---|---|--------------------------------|
| Violence with Injury | 10 | 11 | -9.1% |
| Violence without Injury | 21 | 12 | 75.0% |
| Rape | 1 | 0 | - |
| Other Sexual Offences | 5 | 1 | 400.0% |
| Robbery | 1 | 0 | - |
| Burglary Dwelling | 2 | 1 | 100.0% |
| Burglary Non-Dwelling | 1 | 0 | - |
| Vehicle Offences | 1 | 2 | -50.0% |
| Shoplifting | 7 | 11 | -36.4% |
| Other Theft | 7 | 3 | 133.3% |
| Criminal Damage | 11 | 12 | -8.3% |
| Public Order Offences | 4 | 4 | 0.0% |
| Trafficking of Drugs | 1 | 0 | - |
| Possession of Drugs | 0 | 1 | -100.0% |
| Other Offences | 0 | 2 | -100.0% |
| Total | 72 | 60 | 20.0% |

Incidents Recorded - 01/02/2020 to 01/03/2020 - Teignmouth

| Incident Closing Category | Incidents - 01/02/2020 to 01/03/2020 | Incidents - 01/02/2019 to 01/03/2019 | Incidents % Difference |
|---------------------------|--|--|---------------------------|
| Anti Social Behaviour | 18 | 30 | -40.0% |
| Crime Not Recorded | 1 | 3 | -66.7% |
| Crime Recorded | 28 | 22 | 27.3% |
| Public Safety | 94 | 72 | 30.6% |
| Transport | 18 | 24 | -25.0% |
| Total | 159 | 151 | 5.3% |

County Councillor Reports

Cllr Russell:

- a) **Storms** – the recent storms caused many problems with trees coming down, landslides, flooding etc and the clear up is expected to cost around £200,000 - £300,000

- b) **Potholes** – there was an increase in complaints as highways suspended pothole work to concentrate on filling the actual safety defects. Once this is resolved highways will return to the programme
- c) **Works programme** - information is live and available at <https://www.devon.gov.uk/roadsandtransport/live-roadworks-information/>
- d) **Teignmouth hospital** - attended the Clinical Commissioning Group Governors meeting the previous week and they are looking to move high-use community clinics into a health and wellbeing centre in Teignmouth, move specialist outpatient clinics to Dawlish hospital, move day case procedures to Dawlish hospital, reverse the decision to establish 12 rehabilitation beds in Teignmouth. The matter is now going to public consultation.

Cllr Clatworthy:

- a) **Budget** - the budget went up 3.99% this year, a band D property will pay an additional £55 per year
- b) **Services** - children's services and highways are under pressure. Orchard Manor school in Dawlish will be receiving an extra £3.4m. There are over 200 children in care and 13,000 people in Devon living with dementia
- c) **Stagecoach consultation** – has expressed that he would like a more regular service
- d) **Climate change** - striving to be carbon neutral by 2030, emissions by street lights has been reduced.

Cllr Ash asked about the progress of reducing the speed limit to 20mph in certain areas in Teignmouth. Cllr Clatworthy replied that a pilot test for introducing 20mph is going to take place in Newton Abbot and nothing will happen anywhere else until the pilot has taken place.

District Councillor Reports

- a) Cllr Cox said the Overview and Scrutiny Committee has supported anti-poverty in Teignbridge. He thanked Cllr Jeffries for bringing forward the proposal to introduce a coastal contribution.
- b) Cllr Jeffries said the Teignbridge District Council reply to the Network Rail consultation was submitted on Sunday. The coastal contribution consultation closes on 27 March 2020.

Town Councillor Reports

Cllr Atkins gave an update on the neighbourhood plan and said the design code should be finalised in draft form the end of this week.

Reports from Outside Bodies

There were none.

Presentations from Outside Bodies

- a. **Climate Change – Cllr Martin Heath, Dawlish Town Council**

A presentation was given regarding climate change and action that needs to be taken. Councillors and members of the public asked questions.

COUNCIL IN FORMAL SESSION – PART 1 (7.37pm)

301 USE OF MOBILE PHONES

In accordance with Minute 30, mobile phones be limited to personal use only (in case of emergencies) and in which case the Councillor is to leave the room to respond. Mobile phones are to be switched to silent during the meeting to avoid disruption.

302 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.

303 APOLOGIES FOR ABSENCE

Cllr. I. Palmer
Cllr. D. Matthews

304 DECLARATIONS OF INTEREST AND CONSIDER REQUESTS FOR DISPENSATION(S)

Members are reminded that they are to declare any interest in the items to be transacted and that the timescale to alter stated interests with the Districts Monitoring Officer is 28 days.

Under the Code of Conduct, Councillors with a registerable interest must leave the room for the duration of consideration of the item to which the interest relates. Those with 'other' interest must apply the tests as set out in the Code of conduct as to whether or not there are circumstances that might enable them to remain.

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.

305 TOWN CLERK'S REPORT

There was none.

306 BUSINESS (IF ANY) ESPECIALLY BROUGHT FORWARD BY THE MAYOR

There was none.

307 MAYOR'S ANNOUNCEMENTS

The Mayor's engagements were tabled.

Items requiring Approval

308 SCHEDULE OF PAYMENTS

To receive and approve the monthly accounts as presented for January 2020

Cllr Russell proposed to approve the accounts as presented, seconded by Cllr Williams and unanimously agreed. Cllr Cox was absent from the room when the vote was conducted.

309 TO RECEIVE, APPROVE AS A CORRECT RECORD AND SIGN THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 28 JANUARY 2020

Cllr Atkins proposed to approve the Minutes as presented, seconded by Cllr Ash and unanimously agreed. Cllr Williams abstained as he did not attend the meeting. Cllr Cox was absent from the room when the vote was conducted.

310 COMMITTEE – FINANCE AND GENERAL PURPOSES MEETING HELD ON 4 FEBRUARY 2020 *(previously presented and approved on 18 February 2020)*

Cllr Atkins proposed to approve the Minutes as presented, seconded by Cllr Ash and unanimously agreed.

311 COMMITTEE – FINANCE AND GENERAL PURPOSES MEETING HELD ON 18 FEBRUARY 2020

Cllr Atkins proposed to approve the Minutes as presented, seconded by Cllr Ash and unanimously agreed.

312 COMMITTEE – EXTRAORDINARY FINANCE AND GENERAL PURPOSES MEETING HELD ON 25 FEBRUARY 2020

Cllr Atkins proposed to approve the Minutes as presented, seconded by Cllr Cox and unanimously agreed.

313 MARINE MANAGEMENT ORGANISATION (MMO)

The Mayor invited a member of the public to speak who spoke against the re-opening of the dumping site. A report by the local resident was also circulated to Councillors. Councillors discussed the item and report prepared by Cllr Ash. Cllr Atkins queried whether the Devon Wildlife Trust have been involved in the consultation.

The Mayor invited the Teignbridge District Council Coastal Officer to speak - he expressed that there are two separate consultations 1) re-opening of the site and 2) allowing Exmouth Marina to dump waste at the site. He said samples should be

taken at depth not just from the top, the district council would like to maintain the disposal site at Sprey point for the local harbour to use.
Cllr Cox proposed to adopt Cllr Ash's report as presented. Cllr Russell suggested an amendment to include the points raised by the Coastal Officer and Cllr Jeffries suggested referencing to the previous reply.

Cllr Russell proposed to accept the amendments and for the Mayor to formulate a reply, seconded by Cllr Cox and unanimously agreed.

314 DATA PROTECTION ACT 2018

Precludes this authority from publishing the names, addresses or other private information of individuals unless written permission is given by the individual for such details to be made public.

Therefore, where necessary, personal details have been removed from the papers attached to ensure that information held is available, but individuals are protected.

The meeting closed at 8.07pm.

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COUNCILLOR R PHIPPS
TOWN MAYOR

Bitton House, Teignmouth
4 March 2020

**MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER, BITTON HOUSE ON TUESDAY, 17th MARCH
2020 AT 6.30PM**

Present: Cllr. R. Phipps – Acting Chairman
Cllr. J. Atkins
Cllr. A. Eden
Cllr. J. Orme
Cllr. D. Cox – *left at minute no. 328*
Cllr. I. Palmer
Cllr. D. Matthews – *arrived minute no. 323*
Cllr. E.S. Russell
Cllr. P. Williams

In attendance: Ms. T. Higgs - Town Clerk
Mr. K. Orme – Minute Secretary
Members of the Public

315. APOLOGIES

Cllrs Jeffries and Ash

316. USE OF MOBILE PHONES

In accordance with Minute 30, mobile phones be limited to personal use only (in case of emergencies) and in which case the Councillor is to leave the room to respond. Mobile phones are to be switched to silent during the meeting to avoid disruption.

317. PUBLIC PARTICIPATION

Two electors had notified the Clerk of their wish to speak, but were not in attendance.

318. 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.

Cllrs Phipps and Cox declared an interest regarding minute no. 326

319. DISPENSATIONS

There were no dispensation requests.

320. MATTERS OF URGENCY BROUGHT FORWARD BY THE CHAIRMAN (IF ANY)

There were none.

321. CLERK'S REPORT

- a. Members were reminded that the national situation regarding COVID-19 was fluid and changing daily, and were reminded to be mindful of this when making decisions. It was advised that consideration be given to the suspension of meetings and the closure of Bitton House to the public.

322. SCHEDULE OF PAYMENTS FOR FEBRUARY 2020

DEFERRED

The item was deferred until the next Full Council meeting.

323. COASTAL CONTRIBUTION PROJECT CONSULTATION

Members discussed their feelings on the Coastal Contribution Project in its current form.

AGREED

Cllr Williams proposed, Cllr Russell seconded and it was agreed by majority, with Cllrs Orme, Eden, and Matthews against, that Teignmouth Town Council does not support the Coastal Contribution Project in its current form.

The Clerk is to draft wording to this effect as Teignmouth Town Council's formal consultation response, which will be circulated to members for approval before being submitted.

324. CORONA VIRUS CONTIGENCY PLAN

The Clerk reported to members on the updated COVID-19 contingency plan as presented.

AGREED

Cllr Orme proposed, Cllr Matthews seconded and it was agreed unanimously that Standing Orders be suspended to allow representatives from the Alice Cross to speak.

Representatives from the Alice Cross informed members of their proposals to deliver services during the COVID-19 pandemic, which could require the allocation of up to

£20,000 within Teignmouth Town Council's 2020/21 budget. Members were invited to a meeting to discuss proposals further to be held at the Alice Cross centre on Thursday the 19th of March 2020 at 6pm.

Cllr McGregor of Bishopsteignton Town Council informed members about the 'BERT' – Bishopsteignton Emergency Response Team, and recommend that Teignmouth Town Council liaise with BERT going forwards.

Standing Orders were resumed.

AGREED

Cllr Orme proposed, Cllr Cox seconded and it was agreed by majority with Cllrs Palmer, Atkinson, and Russell voting against, that Teignmouth Town Council pay for the creation and distribution via Royal Mail door-to-door of a leaflet to signpost local households to individuals and organisations who may be able to help during the COVID-19 pandemic, and that funding for this should be separate from the £15,000 of funding allocated in the COVID-19 contingency plan as presented.

AGREED

Cllr Palmer proposed, Cllr Williams seconded and it was agreed unanimously that Teignmouth Town Council approve and adopt the COVID-19 contingency plan as presented.

AGREED

Cllr Cox proposed, Cllr Palmer seconded and it was agreed unanimously that the Civil Emergency Committee be empowered to make business-based decisions in accordance with advice and guidance especially from Public Health England and HM Government, and to co-opt members of outside groups to its membership as necessary.

AGREED

Cllr Cox proposed, Cllr Matthews seconded and it was agreed unanimously that The Civil Emergency Committee be empowered to suspend Teignmouth Town Council meetings.

AGREED

Cllr Orme proposed, Cllr Cox seconded and it was agreed unanimously to close Bitton House to the public until further notice.

325. THE DISTRICT OF TEIGNBRIDGE (OFF-STREET PARKING PLACES) ORDER 2020

AGREED

Cllr Cox proposed, Cllr Atkins seconded and it was agreed unanimously that while Teignmouth Town Council regrets the need to increase charges for parking it has no objections to the order as presented.

The Clerk is to draft wording to this effect as Teignmouth Town Council's formal consultation response, which will be circulated to members for approval before being submitted.

326. WARD GRANTS

Due to the Grants Sub-Committee being unable to meet, the grants were discussed by members. Unless specifically requested by members the following votes will only list proposers, seconders, and the result of the decision.

AGREED

Cllr Matthews proposed, Cllr Williams seconded and it was agreed unanimously that Cllr Ash's ward grants as listed below be approved and paid.

- Rotary Club of Teignmouth - £50
- Friends of Teignmouth Library - £450

AGREED

Cllr Cox proposed, Cllr Eden seconded and it was agreed unanimously that Cllr Atkinson's ward grants as listed below be approved and paid. Cllr Atkinson abstained.

- Salvation Army - £100
- Pavilions Teignmouth - £200
- East Teignbridge Community Transport - £200

AGREED

Cllr Cox declared an interest as a trustee of Coastal Youth Action and did not vote, and Cllr Matthews declared an interest as a trustee of Kingswar Resident's Association and did not vote.

Cllr Palmer proposed, Cllr Orme seconded and it was agreed by majority that Cllr Henderson's ward grants as listed below be approved and paid.

- Coastal Youth Action - £50
- Coastal Youth Action - £100
- Kingsway Resident's Association - £100

AGREED

Cllr Cox proposed, Cllr Matthews seconded and it was agreed unanimously that Cllr Jeffries ward grants as listed below be approved and paid.

- Teignmouth Beach Surf Lifesaving Club - £143

AGREED

Cllrs Phipps and Matthews declared an interest as directors of Teignmouth Airshow and did not vote.

Cllr Cox proposed, Cllr Russell seconded and it was agreed by majority that Cllr Matthew's ward grants as listed below be approved and paid.

- Teignmouth Airshow - £400

AGREED

Cllr Cox declared an interest as a trustee of Coastal Youth Action and did not vote.

Cllr Williams proposed, Cllr Palmer seconded and it was agreed by majority that Cllr Orme's ward grants as listed below be approved and paid.

- Friends of Teignmouth Cemetery - £200
- Coastal Youth Action - £200

AGREED

Cllr Cox proposed, Cllr Williams seconded and it was agreed by majority that Cllr Palmer's ward grants as listed below be approved and paid. Cllr Eden voted against.

- Shopmobility - £100
- TAAG - £150
- Teignmouth Airshow - £100

AGREED

Cllr Cox declared a prejudicial interest as an employee of Teignbridge CVS and left the room for the vote.

Cllr Cox Williams, Cllr Matthews seconded and it was agreed by majority that Cllr Russell's ward grants as listed below be approved and paid.

- Teignbridge CVS - £200

327. DRAFT MINUTES OF THE TOWN CENTRE MANAGEMENT PARTNERSHIP MEETING HELD ON THE 10TH MARCH 2020

Noted as presented.

328. HIGHWAYS, DEVON COUNTY COUNCIL

Cllr Russell ran through the report as presented at it was noted.

329. ACCOUNTS FOR PAYMENT

The accounts were circulated.

AGREED

Cllr Palmer proposed to approve that accounts in the sum of £36,676.94 and Prepayments in the sum of £26,032.69 be approved, seconded by Cllr Williams and unanimously agreed.

330. 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.

331. DATA PROTECTION ACT 2018

Precludes this authority from publishing the names, addresses or other private information of individuals unless written permission is given by the individual for such details to be made public.

Therefore, where necessary, personal details have been removed from the papers attached to ensure that information held is available, but individuals are protected.

The meeting closed at 8.05pm.

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COUNCILLOR D MATTHEWS
CHAIRMAN

Bitton House, Teignmouth
18th March 2020