EXMOUTH TOWN COUNCIL

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**Town Hall,
St. Andrews Road,
Exmouth,
Devon,
EX8 1AW**

This Meeting is open to the Press and Public

5th April, 2016

To: All Members of Exmouth Town Council

Dear Councillor,

There will be a **Meeting of the Exmouth Town Council**, to which you are summoned, at the Town Hall, Exmouth, in the Council Chamber on **Monday 18th April, 2016** at **7.00pm**. The meeting will consider the items set out below.

Yours faithfully

Lisa Sourman

TOWN CLERK

A G E N D A

1. Apologies for absence

The meeting will adjourn for the Public Forum.

PUBLIC FORUM

- Public speaking is limited to a maximum of 3 minutes per person and to a total of 15 minutes;
- Questions should be submitted one clear working day before the meeting to enable them to be answered more fully and precisely;
- The Chairman will usually invite speakers in the order in which requests to speak were lodged. Only if time allows will further speaking from the floor be accepted;
- Where several speakers wish to make similar points the chairman has the right to request one spokesperson;
- As the formal meeting stands adjourned for the Forum, questions or statements from the public are not recorded in the meeting minutes but in an appendix attached to those minutes. This will not be a verbatim report of the Forum, but will record the name of the speaker, brief synopsis of the topic or question and outline of any immediate response or copy of a written reply.

The meeting will reconvene.

2. **Council Meeting Minutes -** To confirm and sign as a correct record the minutes of the meeting of the Town Council held on 22nd February, 2016 (attached).

3. **Matters arising from the Council Meeting Minutes** (for information only).

4. **Declarations of Pecuniary Interest and Dispensations** – Members to declare any interests they may have on the agenda and agree any dispensations to stay.

5. **Urgent Business** - To consider any items which in the opinion of the Chairman should be dealt with as a matter of urgency.

6. **To resolve that the press and public be excluded from the meeting during the consideration of the following item(s) in Part II of the agenda as it involves the likely disclosure of exempt information as defined in Part I, Schedule 12A of the Local Government Act 1972:**

   Item 17. To receive the notes of the HR Group Meeting held on 10th March, 2016.

7. **Questions under Standing Order 10.**

8. **To receive and consider reports and minutes of committees, working parties, other local bodies and the Town Clerk / Town Manager as appropriate** (Standing Order 6.2).

   - **Planning Committee –** To receive the minutes of the meetings held on 8th February, 22nd February, 7th March and 21st March, 2016, and consider any recommendations therein (circulated separately with Planning agenda).
   - **Local Action Group** – 2nd March, 2016
   - **Neighbourhood Plan Steering Group** – 22nd February & 7 March, 2016
   - **Town Team and Tourism Forum** - 3rd March, 2016
   - **DALC Larger Councils Committee –** 18th February, 2016
   - **County Councillor Reports**

9. **Devon Air Ambulance - To receive a presentation from Toby Russell, Community Helipads Development Officer**

10. **To review the Town Council's committee structure and consider proposed changes (report attached)**

11. **Budgetary Control and Authority to Spend**

    As per our Financial Regulations (adopted in Nov 2015):

    4.1. Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:

    • the council for all items over £5,000;

    Such authority is to be evidenced by a minute and no expenditure may be authorised that will exceed the amount provided in the revenue budget for that class of expenditure other than by resolution of the council, or duly delegated committee.

Authorisation is being sought for the following payment(s):

22 Jan 2016	ETC Staff Costs (wages recharge January) – £17893.42
2nd Feb 2016	EDDC Grounds Maintenance - £30,236.00
19th Feb 2016	Festoon Lights - £12116.00
17th Feb 2016	DCC – contribution to bus service £8436.00
16th March 2016	ETC Staff Costs (wages recharge February) – £18,204.48
31st March 2016	ETC Staff Costs (wages recharge March) – £18,304.78

12. **To authorise Exmouth Town Council's Arts Manager to establish a Kickstarter crowdfunding website to facilitate online donations for the Festival.**

13. **To note the outcome of the recent Town Council elections for Halsdon and Littleham Wards**

14. **To consider making a formal request to DCC for a pedestrian crossing at Withycombe Road.**

15. **To consider a proposal arising from Exmouth Transport Partnership that Exmouth Town Council should call upon EDDC to initiate discussions between ETC, EDDC and DCC to ensure that Integrated Transport Interchange committed to in Strategy 22 of the Adopted Local Plan is implemented to facilitate inter-modal connectivity as promoted by government transport policy for train, bus and taxi users, cyclists and the disabled.**

16. **To confirm arrangements for the Parish Poll on April 20th, 2016**

Part ii

17. **To receive the notes of the HR Group Meeting held on 10th March, 2016.**

Date of next meeting – 23rd May, 2016 – Annual Town Council Meeting