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

27th 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 **Tuesday 3rd May, 2016** at **7.00pm**. The meeting will consider the items set out below.

Yours faithfully

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 18th April, 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 12: To receive a proposal from the Town Management Officer in respect of a new Visit Exmouth website (supporting documents attached)

   Item 13: To receive an update on the Town Hall refurbishment and discuss options in respect of alternative premises for the Town Council during the period of refurbishment.

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 4th April, and consider any recommendations therein (circulated separately with Planning agenda).
   - **Finance Committee** – 8th February, 2016 and 21st March,2016
   - **Regeneration and General Purposes Committee** – 7th March, 2016
   - **Local Action Group** – 20th April, 2016 (verbal update)
   - **Neighbourhood Plan Steering Group** – 23rd March, 2016 (attached)
   - **COLP** – 6th April, 2016
   - **Town Team and Tourism Forum** - 21st April, 2016 (verbal update)
   - **Town Management Officer Report** (attached)

9. **Parish Poll – To discuss the outcome of the Parish Poll held on April 14th, 2016 and agree any further action on the part of the Town Council**

10. **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):

4th April, 2016	Northgate Vehicle	£4592.81
18th April, 2016	DALC	£2326.09
18th April, 2016	The Results People	£2142.00
18th April, 2016	CAB	£2500.00
18th April, 2016	Exmouth Community Transport	£4500.00

11. To review and agree meeting dates for the remainder of 2016

Part ii

12. To receive a proposal from the Town Management Officer in respect of a new Visit Exmouth website (supporting documents attached)

13. To receive an update on the Town Hall refurbishment and discuss options in respect of alternative premises for the Town Council during the period of refurbishment.

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