



<b>This Meeting is open to the Public and Press</b>
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**27<sup>th</sup> March, 2018**

**To: All Members of Exmouth Town Council**

Dear Councillors

A Meeting of Exmouth Town Council, to which you are summoned, will be held at Exmouth Town Hall, Exmouth, EX8 1AB on **Tuesday 3<sup>rd</sup> April, 2018 at 7.15 pm** to consider the matters detailed on the Agenda below.

Yours faithfully

**Lisa Bowman**

**TOWN CLERK**

## **A G E N D A**

### **1. Apologies for absence**

The meeting will adjourn for the Public Forum.

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#### **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.
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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 Monday 5<sup>th</sup> February, 2018 (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. **To resolve that the press and public be excluded from the meeting during the consideration of 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.**

6. **To receive and consider reports and minutes of committees, working parties, other local bodies and the Town Clerk / Deputy Town Clerk as appropriate.**

- **Planning Committee** – To receive the minutes of the meetings held on 5<sup>th</sup> February, 19<sup>th</sup> February and 5<sup>th</sup> March 2018 and consider any recommendations therein (circulated separately with Planning agenda).
- **Finance Committee** - To receive the minutes of the meeting held on 15<sup>th</sup> February, 2018 and consider any recommendations therein (circulated separately with Finance agenda).
- **Town Clerk's Report** – to follow
- **Deputy Town Clerk's Report**
- **LAG** – notes of meeting held on 28<sup>th</sup> February, 2018.
- **Neighbourhood Plan Steering Group** – notes of meeting held on 13<sup>th</sup> February and 13<sup>th</sup> March, 2018.
- **COLP** – to receive the notes of meeting held on 26<sup>th</sup> February, 2018.
- **ETP** – to receive the notes of meeting held on 12<sup>th</sup> February, 2018.
- **Town Team** – to receive the notes meeting held on 8<sup>th</sup> February, 2018.
- **District Councillors' Reports**
- **County Councillors' Report**

7. **Grant Applications**

Applicant	Description	Amount Requested
Fairtrade	Contribution towards Morning Schools Conference	£150.00
South West Band	Contribution towards the cost of Exmouth Brass Band Festival	£550.00

Exe Sailing Club	Contribution towards costs of National Championship events	£700
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8. **To ratify that the Town Council takes on the role as Licensing Authority for Pavement Café Licensing on behalf of the Town Council** (report circulated).
9. **To ratify that the Flower Tower contract be renewed to the existing contractor for a further two years** (report circulated).
10. **To review and resolve the Risk Management Policy and Risk Assessment dated March 2018** (circulated).
11. **To consider a motion from Councillor Rob Masding:**  
 “Exmouth Town Council commits to endorse the reduction in the use of single use plastic items in Exmouth via the following specific actions:
  - Promoting Exmouth as a major plastic reducer
  - Asking cafes to use paper and not plastic straws
  - Encouraging people to carry refillable water bottles in line with the ‘Refill’ campaign and, longer term, considering a water fountain in the centre where they can be refilled.
  - Asking people to refuse plastic single use coffee cups and encouraging food outlets to offer a biodegradable alternative and advertise a willingness to fill people's own cups.
  - Encouraging traders to stop offering plastic bags and replace them with paper one, to pack take away food in biodegradable materials.
  - Campaigning for people to avoid products with micro beads and to only flush paper down their loos. Not flushing wet wipes and cotton buds and disposable contact lenses down the loo would reduce plastic in the ocean and help the town's sewage system.
  - Request that suppliers and lessees will voluntarily agree to adhere to these principles as much as possible, as a matter of principle, in all their dealings with the Town Council”
12. **Lead Regeneration** – Cllr Pauline Stott has invited Andy Fairbank to give a short presentation on use of 4x4 vehicles in emergency situations and consolidating contacts with organisations within the town of Exmouth in line with the Community Resilience Plan.
13. **To ratify the following appointments to working parties and external bodies following the resignation of Councillor Pat Graham:**  
 HR Group – Councillor Steve Gazzard  
 C.O.L.P Town ward representation – Councillor R Masding  
 NP Steering Group – Councillor R Masding  
 Exe Estuary Management Partnership – Councillor Bill Nash (Reserve Councillor Brenda Taylor)

Exmouth Regeneration Cross Party – Councillor Brian Toye  
Town Hall Working Party – Councillor Tim Dumper

**Part II**

- 14. HR Group** – To receive the notes of the HR Group meeting held on 22<sup>nd</sup> February, 2018 and ratify any decisions therein.
- 15. To ratify that a sub-committee of the Human Resources Committee to undertake the annual performance appraisal of the Town Clerk.**

Date of next meeting: Annual General Meeting Monday 21<sup>st</sup> May, 2018.