



EXMOUTH TOWN COUNCIL

Tel: (01395) 276167
Fax: (01395) 276168
E-Mail: townclerk@exmouth.gov.uk
Web Site: www.exmouth.gov.uk

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

This Meeting is open to the Press and Public

22nd June, 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 27th June, 2016** at **7.15pm**. 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 23rd May, 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 16. To receive the notes of the HR Group Meeting held on 20th June, 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 16th May and 31st May, 2016, and consider any recommendations therein (circulated separately with Planning agenda).
 - **Local Action Group** – notes attached from meeting held on 20th April, 2016; verbal update from Cllr Nash / Cllr Gazzard for meeting held on 8th June, 2016
 - **Neighbourhood Plan Steering Group** – notes attached from meeting held on 18th May, 2016; verbal update from Chair of NPSG, Roy Pryke
 - **Flooding and Land Drainage WP** – verbal update from Cllr Rob Masding of meeting held on 6th June, 2016
 - **Town Team and Tourism Forum** – notes attached from meeting held on 9th June, 2016
 - **DALC Larger Councils Committee** – verbal update from Cllr Cole of meeting held on 9th June, 2016
 - **Otter to Exe Chairmen and Clerks Meeting** – verbal update of meeting held on 14th June, 2016
 - **Exe Estuary Management Partnership** – verbal update from Cllr Graham of meeting held on 15th June, 2016
 - **Waterfront WP** – verbal update from Cllr Bill Nash of meeting held on 20th June, 2016
 - **COLP** – 23rd June, 2016
9. **The proposed closure and sale by the Devon Partnership NHS Trust of St John's Court Exmouth - Dr Keith Edwards**

10. Grant Applications

Applicant	Description	Amount Requested
1. Exmouth Beach Rescue Club	Contribution towards costs of hosting National Surf Life Saving Championships in 2016	1 year grant funding @ £3677
2. Exmouth Squash and Racket Club College	Contribution towards start-up costs	3 year grant funding @ £3185 for 2016, £2885 for 2017, £2885 for 2018 = TOTAL £8955
3. Exmouth Town Concert Band	Contribution towards purchase of new percussion instruments	1 year grant funding @ £3000

- To note the Report to Town Council for 2015-16 from The Museum Society of Exmouth.

11. Draft Exmouth Sports Pitch Strategy – to give delegated authority to the S106 Working Party to respond to EDDC’s consultation on behalf of Exmouth Town Council. Consultation on the draft strategy will run until 5pm on Friday 8th July 2016.

12. Annual Accounts & Return

a – Adoption of the Annual Accounts 2015/16

i - Income and Expenditure Accounts

ii - Balance Sheet

b – Acceptance of the Internal Auditor’s Report

c – Annual Governance Statement

d – Annual Return to the Audit Commission

i - To approve section 1 & 2 of the Annual Return for the year ending 31st March 2016

e – Earmarked Reserves as at 31st March 2015

f – Asset Register

13. To ratify the Council’s Statement of Internal Control (attached)

14. 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):

31/05/2016	Salary recharge by EDDC	£18,312.42
30/06/2016	Salary recharge by EDDC	£20,123.32
30/06/2016	Rock Artist Management	£6,120.00
30/06/2016	ESW Solutions	£11,913.92

15. To note the forthcoming Town and District by-election for Littleham Ward

Nomination papers must be delivered to the Returning Officer, Council Offices, Knowle, Sidmouth, EX10 8HL no later than 4 pm on Friday, 24th June 2016.

If any election is contested the poll will take place on Thursday, 21st July 2016.

Part ii

16. To receive the notes of the HR Group Meeting held on 20th June, 2016.

Date of next meeting – 25th July, 2016.