



This Meeting is open to the Public and Press

21st November, 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 **Monday 26th November, 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.

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 29th October, 2018 (circulated)
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 15th and 29th October 2018, and consider any recommendations therein
 - **Finance Committee** – To receive the minutes of the Finance Committee meeting held on 15th November, 2018 and to note the Internal Auditor’s Report dated 15th November, 2018 for the First Stage of the Annual Internal Audit
 - **Town Clerk’s Report**
 - **Deputy Town Clerk’s Report**
 - **ETP** – notes of the meeting held on 5th November 2018
 - **Waterfront WP** – notes of the meeting held on 6th November 2018
 - **Festival Working Party** – notes of the meeting held on 8th November 2018
 - **COLP** – notes of meeting held on 12th November 2018 and to note that the COLP Terms of Reference will be reviewed on completion of the Neighbourhood Plan Implementation Strategy
 - **District Councillors’ Reports**
 - **County Councillors’ Report**
7. **To receive details of the proposed changes to the main Post Office in Town Centre, Exmouth and to agree any comments to be submitted about access into the premises and access to Post Office Services once inside the premises**
8. **To receive and agree the motion from Councillor T Dumper to set up a working party to consider practical actions to reduce plastic waste and implement them by working with other groups** (report included)
9. **To agree to the request from the Exmouth & District Allotments Association to replace the old toilet block at Pound Lane Allotments with a more lightweight block structure on the existing rafts**

Part II

10. **HR Group** – To receive the notes of the HR Group meeting held on 1st November 2018 and ratify any decisions therein.

Date of next meeting: Monday 17th December 2018.