

Kingsteignton Town Council

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Mayor's Charity 2019/2020

#DoltForDeaks

A project to end the stigma around
mental health and suicide

Kingsteignton Town Council has declared a Climate Emergency

Members of the public and press are entitled to be at the following meeting Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by the Local Government Act 1972 S.100 unless precluded by the Town Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the beginning of the meeting providing that prior notice has been given to the Town Clerk.

Please note:

Under the Openness of Local Government Bodies Regulation 2014, this meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.

Members of the public are invited to ask a question or make an observation to the Mayor. Notice should be given to the Clerk at least six working days prior to the meeting if there is a particular issue. Twenty minutes has been set aside for questions at the start of the meeting. Residents are welcome to stay and observe the rest of the meeting.

30 January 2020

To Members of Kingsteignton Town Council

You are hereby summoned under the Local Government Act 1972 Sch.12s.10 to attend the Full Council meeting of Kingsteignton Town Council at the Community Hall on **Wednesday 5 February 2020 at 7.00 p.m.** for the purpose of transacting the following business.

Carol Lakin

Town Clerk

FULL COUNCIL MEMBERS:

Mayor: Councillor D Rollason

Deputy Mayor: Councillor B Austen

Councillors: R Bovey, A Brotherton, T Dempster, K Jones, A Khan, I Laws, R Peart, S Plummer, D Ripping, J Scagell, B Thorne

Town Clerk,
Mrs Carol Lakin,
Kingsteignton Town Council,
Community Hall,
Rydon Road,
Kingsteignton,
Devon, TQ12 3LP

A G E N D A

Council not in formal session

For Councillors and Members of the Public

Prior to the commencement of the Full Council meeting, for those who wish to do so, there will be a short period of reflection or prayer given by the appointed Chaplain, to which all are invited.

- **Police Report** – to receive a report from our local Policing Team – see attached note re: Speed check carried out in the Town.
- **Public Participation** - in accordance with Standing Order no: 3e the Mayor will invite members of the public present to ask questions or make statements
- **County Councillor Ron Peart's Report** – to receive report from our Devon County Councillor
- **District Councillors Reports: Cllr B Austen, Cllr R Peart, Cllr D Rollason, Cllr B Thorne** - to receive reports from our Teignbridge District Councillors

Council in formal session

- 15/2020** **To receive apologies for absence and consider if the reason for the absence should be formally approved by the council** – Members are reminded that they have a duty to notify the Town Clerk that they will be absent from a Town Council meeting.
- 16/2020** **To receive any declarations of interest and consider requests for Dispensation(s)** - to declare any disclosable interests relating to the forthcoming items of business (if any)
- 17/2020** **To receive the Mayor's Report**
- 18/2020** **To receive and approve the minutes of the Full Council meeting held on 8 January 2020**
- 19/2020** **To receive the Clerk's Report**
- 20/2020** **To receive the Minutes of the following Committees:**
- *Finance Committee* – 15 January 2020 – Cllr Dempster
 - *Community Hall /Recreation*– 22 January 2020– Cllr Rollason
 - *Works, Services & Planning Committee* – 22 January 2020 – Cllr Peart
- 21/2020** **To consider appointing a Representative of Hackney Marshes** - Cllr Brotherton to report
- 22/2020** **Representative Reports – Brief up-date**

Ball Clay Heritage
CAB
Climate Emergency
CPRE

Cllr Thorne
Cllr Peart
Cllrs Thorne, Khan & Laws
Cllr Khan

Devon Association of Local Councils

Feoffees

Friends of Kingsteignton Library

Kingsteignton School

Kingsteignton Youth Centre

Outdoor Bowling Club

Oakford Lawn (Kingsteignton Village Trust)

PCC

Parish Tree Warden

Ram Roast Fair

Rydon Primary School

St Michaels Primary School

Sibelco

Stover Canal Trust

Swimming Pool Association

Teign Estuary & Coastal Partnership

Teign School

Teignbridge Association of Local Councils

Teignbridge Cycling Forum

Twinning Association

Viridor

Mrs C Lakin & Cllr R Peart – report attached
Cllrs Austen & Peart

Cllrs Peart, Plummer
and Dempster

Cllr Scagell

Cllr Austen Peart & Rollason

Cllr Peart

Cllr Jones

Cllr Thorne

Cllr Austen

Cllr Dempster

Cllr Ripping

Cllr Peart

Cllr Peart

Cllr Ripping, Bovey

Cllr Scagell

Cllr Dempster

Cllr Peart

Cllr Plummer

Cllr R Bovey

Cllr Peart

Cllrs Thorne, Peart, Dempster

23/2020 To up-date council policies (emailed to you) – *Please bring Policy File to meeting with you. Issued late last year* (These policies need to be reviewed annually for Audit Purposes)

(Can you please have looked through all Policies prior to the meeting? Amendments can then be brought to the meetings attention and amended if approved. All Policies were agreed as at February 2019)

- Code of Conduct
- Complaints Procedure
- Council Delegation Scheme
- Dignity at Work/Bullying and Harassment Policy
- Equality and Diversity
- Fire Safety Policy
- Press and Media Policy
- Procurement Policy
- Safeguarding Policy
- Policy on Smoking at Work
- Training and Development Policy
- Whistleblowing Policy
- Work Related Stress Policy
- Anti-Fraud and Corruption Policy
- Annual Investment
- Internal Control
- Data Protection Policy - attached
- Breach Notification Policy – attached

- **CCTV Policy Statement – attached**
- **Subject Access Request Policy – attached**
- **Occupational Health Policy - attached**
- **Data Protection Policy – attached**
- **Privacy Notice Policy - attached**
- **Grievance Policy - attached**
- **Investment Strategy - attached**
- **Loneworker Policy - attached**
- **Pay Policy - attached**
- **Social Media Policy - attached**
- **Staff Appraisals Policy - attached**

24/2020 **To up-date Standing Orders (copy in Policy File) in line with NALC revised standing orders – copy attached**

25/2020 **To up-date Financial Regulations – in Policy File held by every councillor – NALC Model Financial Regulations for comparison**

26/2020 **To consider the need for new Office accommodation**

27/2020 **To discuss all Agendas being sent by email to councillors to become paperless**

28/2020 **To consider increase and approve payments from Precept Funds when received (figure has remained the same since 2016)**

- **Kingsteignton Youth Centre – 2019 £12,185**
- **Kingsteignton Swimming Pool – 2019 £12,185**

29/2020 **Stage Coach Route Consultation – information attached**

30/2020 **Training events with Devon Association of Local Council Clerks:**

- **Chairing Local Council meetings - Tuesday 25 February, 2020 at 6.30 – 9.30 pm at Cheriton Bishop**
- **Being a good Councillor – Tuesday 23 April, 2020 6.30 – 9.30 pm at Cheriton Bishop**

31/2020 **Correspondence**

Next Meeting: Wednesday 4 March, 2020