

**To all Members of Honiton Town Council
Finance Committee**

You are hereby summoned to attend a meeting of **The Town Management Committee** to be held at The Mackarness Hall, High Street, Honiton on **Wednesday 22 August commencing at 7.00pm** to transact the following business

Dated this 17 August 2018



Mark Tredwin
Town Clerk

AGENDA

1. **To elect a Chair of the Town Management Committee**
2. **To elect a Vice-Chair of the Town Management Committee**
3. **To receive apologies for absence**
To receive and record any apologies and reasons for absence
4. **Disclosable pecuniary Interests**

Members are reminded that if they have a Disclosable Pecuniary Interest on their register of interest relating to any item on the agenda they are prevented from participating in any discussion or voting on that matter at the meeting as to do so would amount to a criminal offence. Similarly if you are or become aware of a Disclosable Pecuniary Interest in a matter under consideration at this meeting which is not on your register of interests or is in the process of being added to your register you must disclose such interest at this meeting and register it within 28 days.

5. **To note the grant of dispensations made by the town clerk in relation to the business of this meeting.**

The meeting will go out of session

6. **Public Question Time for items on the agenda - adjournment for 15 minutes.** Questions relating to items on the agenda may be asked at the meeting at the discretion of the Mayor or meeting chairman. No more than 3 minutes will be allowed for any person speaking. The council may respond verbally at the meeting or

subsequently in writing. **Persons wishing to ask a question should notify the Clerk before the meeting so that they can be called and should fill out Public Question form which will be available at the meeting, giving name, agenda item to be addressed and contact details in the event of a written response.**

The meeting will go back into session

PART A MATTERS FOR DECISION

7. **[The remit of the Town Management Committee](#)**

For the Committee to establish short and medium-term goals for the committee.

8. **[To receive a report further developing Honiton's status as an environmentally forward thinking town](#)**

To look at different ways that Honiton Town Council can work towards making Honiton an environmentally friendly town.

9. **[To receive a report on the Land outside the Beehive being replanted](#)**

To allow permission for the replanting of the area next to the Bin Store in the Beehive Gardens to be granted.

10. **[To receive a report on developing a Council information point in Honiton Town Centre](#)**

For the committee to consider proposing to Full Council that a small council run unit be set up in the town centre.

11. **[Visit South Devon Destination Guide](#)**

To inform the committee members of details relating to the Visit South Devon Visitor Guide for 2019.

12. **[To receive a report on replacing the footbridge at Oaklea](#)**

For the Committee to consider recommending to Full Council that EDDC is approached for funding for a new footbridge over The Gissage.

13. **[To receive a report on the Public Rights of Way inspections](#)**

For the Committee to consider and recommend to Full Council how the 2018-2019 inspections should be carried out.

14. Events 2018-2020

To receive a report on the recent events in Honiton and to consider the different events moving forward into 2019-2020

15. To consider a report on Honiton Town Council's website and use of Social Media

For members to consider how to take the use of Social Media forward and how best to manage the town council and tourism websites.

If members wish to move any items into exempt business then in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public be temporarily excluded while members consider this item in accordance with the Public Bodies (Admission to Meetings) Act 1960.

PART B EXEMPT MATTERS FOR DECISION

To move that under section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business in view of the likely disclosure of confidential matters about information relating to an individual, and information relating to the financial or business affairs of any particular person, within the meaning of paragraph 1 and 8 of schedule 12A to the Local Government Act 1972 (see section 1 and part 1 of schedule 1 to the Local Government (Access to Information) Act 1985, as amended by the Local Government (Access to Information) (Variation) Order 2006.

16. **To close the meeting.**

Reminder for Members

- You must declare the nature of any disclosable pecuniary interests. (Under the Localism Act 2011, this means the interests of your spouse, or civil partner, a person with whom you are living with as husband and wife or a person with whom you are living as if you are civil partners). You must also disclose any personal interest.
- You must disclose your interest in an item whenever it becomes apparent that you have an interest in the business being considered.
- Make sure you say what your interest is as this has to be included in the minutes. (For example, 'I have a disclosable pecuniary interest because this planning application is made by my husband's employer'.)
- If your interest is a disclosable pecuniary interest you cannot participate in the discussion, cannot vote and must leave the room unless you have obtained a dispensation from the Clerk or Deputy Clerk.

- Confidential information can be viewed at the Town Council Office during public opening hours of 10am – 1pm or by pre-arranged appointment for outside office hours.

PLEASE NOTE THAT MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND THIS MEETING AS OBSERVERS

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are now allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting.

Members of the public exercising their right to speak during Public Question Time may be recorded.

Copies of this document are available in large print on request

COPIES OF ALL RELEVANT PAPERS MAY BE ACCESSED PRIOR TO THE MEETING AT www.honiton.gov.uk OR VIA THE TOWN COUNCIL OFFICE