

LYNTON AND LYNMOUTH TOWN COUNCIL

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Town Hall
Lee Road
Lynton
EX35 6HT

DATE: 21 May 2021

PUBLIC NOTICE

You are hereby invited to attend a meeting of Lynton & Lynmouth Town Council on **Thursday 27 May 2021 at 7.30 pm.** This will be held in the Main Hall of the Town Hall under Covid guidelines (social distancing of 2m, masks to be worn until seated, sanitiser to be used).

K. A. Harris BA (Hons)
Town Clerk

PUBLIC ACCESS TO INFORMATION

Members of the public may attend this meeting for Part 1 of the agenda.

Members of the public are entitled to see the background papers to any report in Part 1

Copies of any such papers will be supplied upon request on payment in advance of the copying charge.

AGENDA **(Part 1)**

- 1. Public Question time.**
Opportunity for members of public to ask questions ***about items on the agenda.*** Persons may speak for a maximum 3 minutes with a total period allowed of 20 minutes.
- 2. Apologies for absence**
Councillors report valid reasons for non attendance to Town Clerk prior to the meeting.
- 3. Declaration of Members Disclosable Pecuniary Interests**
Clerk to record any declarations of interest notified by members in respect of business specified on the agenda. A member may not participate in any discussion of a matter, or participate in any vote if they are present at a meeting and aware they have a disclosable pecuniary interest in the matter (S31; Localism Act 2011)
- 4. Minutes:**
To approve as a correct record, minutes of Full Council Annual Meeting of 5 May 2021.
- 5. Police:** To receive any observations of the local Police
- 6. Committees 2021/22**
To appoint Chairman, Vice Chairman and members to serve on the under mentioned committees for the ensuing municipal year:
 - a) Estates & Amenities Committee
 - b) Policy & Finance Committee
 - c) Personnel Committee
 - d) Appeals Committee
 - e) Town Hall and Events Management

7. **Delegated Powers to be granted:**
Policy & Finance Committee
Estates & Amenities Committee
E & A Planning Sub Committee
Personnel Committee
8. **Representatives on Outside Bodies 2021/22**
9. **Meeting Timetable 2021/22**
To Confirm:
Estates & Amenities – second Wednesday
Policy & Finance – third Wednesday
Full Council – Last Thursday
Meetings to commence at 6.30pm, apart from Full Council December 2.30pm, Full Council March 4pm, Full Council June 2.30pm, Full Council September 2.30pm
(as agreed at Feb 2020 Full Council meeting minute number 269/19 until superseded by remote meeting protocols)
August Recess
No Committee meetings in December, Full Council only.
10. **Communications**
a. **Mobile catering license for ENPA land**
11. **COMMITTEE REPORTS**
To receive and consider reports of the following Committees:
Estates and Amenities Committee **12 May 2021**
Minutes 025/20 – 031/21
Policy and Finance Committee **19 May 2021**
Minutes 032/21 – 039/21
12. **Report from Councillors and other Council Committees**
Councillors to advise and update Members on external matters and meetings
13. **Motions: To consider any Notices of Motions in order of which they have been received**
14. **North Devon Council:**
Report of North Devon Councillor on District Council business in the Parish.
Enquiries of North Devon Councillor
15. **Devon County Council:**
Report of County Councillor on County Council Business in the Parish.
Enquiries of County Councillor
16. **Town Clerk**
Report of the Town Clerk on Town Council business in the Parish
Enquiries of Town Clerk
17. **Questions:**
Chair and Town Clerk to receive questions on topics of immediate importance not covered on the agenda of this Council meeting.

PART 2

Chairman will move that

In view of the confidential nature of the business about to be transacted, it is advisable in the public interest the press and public are temporarily excluded and they be asked to withdraw

18. Confidential Matters for Information

a. Pig Fields update

b. Work Hub update

No decisions can be taken on items of business not on this agenda.