

LYNTON AND LYNMOUTH TOWN COUNCIL

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Town Hall
Lee Road
Lynton
EX35 6HT

Date: 12 March 2021

PUBLIC NOTICE POLICY AND FINANCE COMMITTEE

You are hereby invited to attend a meeting of this committee **Wednesday 17 March 2021 at 7.30pm.**

This meeting will be conducted 'virtually' using the Zoom platform. The link for this meeting is here:

Join Zoom Meeting

<https://zoom.us/j/95670804704?pwd=RVZRTzdVak1lVm8zVFVDWktJNGxBdz09>

Meeting ID: 956 7080 4704

Passcode: 421259

Yours sincerely

Kevin A Harris BA (Hons)
Town Clerk

PUBLIC ACCESS TO INFORMATION

Members of the public may attend this meeting during discussion of Part 1 of the Agenda.

Members of the public are also entitled to see the background papers to any report in Part 1 and copies of any such papers will also be supplied upon request on payment, in advance, of the copying charge.

AGENDA

Part 1

- 1. CHAIR AND VICE CHAIR**
Committee to officially elect Chair and Vice Chair further to minute number 164/20 b.
- 2. APOLOGIES for absence**
Councillors report valid reasons for non-attendance to Town Clerk prior to meeting.
- 3. PUBLIC QUESTION TIME**
Opportunity for members of the public to ask questions about *items on the agenda*. Persons may speak for 3 minutes with a total period of 20 minutes allowed
- 4. 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)

5. MINUTES

To confirm the minutes of a meeting held on Wednesday 17 February 2021 as previously circulated.

6. MATTERS UNDER DELEGATED POWERS

- a. **FINANCIAL STATEMENTS**
February 2021
- b. **SEASONAL UNDERTAKINGS**
February 2021
- c. **CHEQUES & ELECTRONIC TRANSACTIONS**
For payment

7. MATTERS FOR RECOMMENDATION

- a. **Grant Application**
Lyn in Bloom.
- b. **Purchase of Pig Fields**
Council to consider purchase of pig fields/Smugglers Wood for the community to benefit from them in future.
- c. **Allied Pharmacies**
Request to use Town Hall for Covid vaccinations
- d. **VAT Decision**
Option to tax Councils interest in Lyn Work Hub.
- e. **Parish Online**
Brought from Estates & Amenities, Councillors to discuss costs
- f. **Councillor Progression**
Councillors to formalise/review how councillors progress to head up committees and then on to become Mayor
- g. **Reserve Fund Allocations 2021**
Suggested reserve fund allocations for discussion and approval by Council
- h. **Weddings at Town Hall**
Allocate finances for website, Councillor Pearce to speak
- i. **Review of Standing Orders and Financial Regulations**
Members to discuss whether they seek any amendments to Standing Orders or Financial Regulations.
- j. **Insurance Review**
Town Clerk to update on amendments and/or changes for the year.
- k. **Town Council Charges**
Update of charges for 2021/22 to include Harbour, Lynbridge, Cemetery, Town Hall hire and Allotments
- l. **Misleading Road Signs**
Councillor Hobbs to speak this item

- m. Polystyrene Bodyboard Campaign**
Plastic Free North Devon are following up, with regard to Councils actions.
- n. Devon Communities Together**
Membership renewal reminder.
- o. Public Space Protection order – dog control**
Councillors to decide whether to be part of this project, and purchase and install new signs

8. MATTERS FOR INFORMATION

- a. Rural Payments Agency – Late claim penalty**