

# LYNTON AND LYNMOUTH TOWN COUNCIL

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Town Hall  
Lee Road  
Lynton  
EX35 6HT

Date: 16 April 2021

## PUBLIC NOTICE POLICY AND FINANCE COMMITTEE

You are hereby invited to attend a meeting of this committee **Wednesday 21 April 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/92199397240?pwd=UnVLZ1BKVjlqNDZNNk44YWhsRHVlZz09>

Meeting ID: 921 9939 7240  
Passcode: 082377

Yours sincerely

**Kevin A Harris BA (Hons)**  
**Town Clerk**

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. **APOLOGIES for absence**  
Councillors report valid reasons for non-attendance to Town Clerk prior to meeting.
2. **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
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 confirm the minutes of a meeting held on Wednesday 17 March 2021 as previously circulated.
5. **MATTERS UNDER DELEGATED POWERS**
  - a. **FINANCIAL STATEMENTS**  
**March 2021**

- b. **SEASONAL UNDERTAKINGS**  
March 2021
- c. **CHEQUES & ELECTRONIC TRANSACTIONS**  
For payment

## 6. MATTERS FOR RECOMMENDATION

- a. **Budget Monitoring Statement - Q4**
- b. **Planning Enquiry Consultation**  
Possible removal of pay phone kiosk – Church Hill, Lynton
- c. **Request for chalk board outside Town Hall**  
A request has been received from a parishioner who is carrying out guided walks, for the Council to consider a chalk board placed outside Town Hall to advertise these.
- d. **DALC Membership Renewal**  
Council to consider renewing membership for 2021/22
- e. **Consideration of Meetings until 21 June 2021**  
Solution needed to virtual meetings stopping
- f. **Allocate Reserve Funds to modernise Town Hall Kitchen**
- g. **Authorise Clerk to purchase shed for Fry pans Depot as per E&A Committee (minute number 260/20 j).**
- h. **Dates for Pleasuredome ‘A Midsummer Nights Dream’ and Grant Application**
- i. **Risk Assessment for 2021/22**
- j. **Register of Assets for 2021/22**
- k. **Staff Shortages across hospitality in parish**  
Councillors to debate this or defer to LETA

## 7. MATTERS FOR INFORMATION

- a. **Work Hub Project Update**