



To: ALL MEMBERS OF THE COUNCIL

You are hereby required to attend a meeting of **SEATON VALLEY COUNCIL** to be held at **Seaton Valley Community Council on Wednesday 28 November 2018 at 7.00 pm.**

The agenda for the meeting is set out below.

Simon Potts
Clerk

20 November 2018

A G E N D A

1. **Apologies for absence**
To receive any apologies for absence from members of the Council.
2. **Disclosure of interests**
Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 25 July 2012, and are reminded that if they have any personal interests of a prejudicial nature (as defined under paragraph 17 of the Code of Conduct) they must not participate in any discussion or vote on the matter and must leave the room. Please refer to the guidance on disclosures (see note 1 at the end of this agenda).
3. **Chair's welcome and civic announcements**
4. **Public question time** (Adjournment to allow members of the public to raise matters)
To invite members of the public to put questions to, or draw relevant matters to the attention of, the Council, in relation to the work and responsibilities of the Council, and comment on agenda items. (see Note 2 at the end of this agenda).
5. **County Councillor Update**
Cllr. Bernard Pidcock will update the Council with any matters that are relevant to Seaton Valley.
6. **Minutes of the last meeting**
To sign as a correct record, the minutes of the Council's Meeting held on Wednesday 19 September 2018 (Appendix 1).
7. To receive the Notes of the Finance & General Purposes Committee held on 31 October 2018 (Appendix 2) and the Minutes of the Planning Committee held on 26 September 2018 (Appendix 3) and 29 October 2018 (Appendix 4).

SERVICES

8. **Services and Partnership Update** (Appendix 5 & 5A).
9. **Seaton Valley In Bloom – Review** (Appendix 6).
10. **Floral Bedding Contract** (Appendix 7).
11. **Food Bank Outreach Service** (Appendix 8).

ENGAGEMENT & DEVELOPMENT

12. **Cycle Parking Solutions Update** (Appendix 9).
13. **Environmental Enforcement Officer** (Appendix 10).

GOVERNANCE

14. **Annual Return 2017/18** (Appendix 11 & 11A).
15. **Internal Auditor** (Appendix 12).
16. **Budgetary Control Update** (Appendix 13 & 13A).
17. **Bank Reconciliation as at 15 November 2018** (Appendix 14 & 14A).
18. **Budget Process** (Appendix 15).
19. **2019/20 Budget Update** (Appendix 16 and 16A, 16B,16C and 16D).
20. **Dates of scheduled future meetings:**

2018	Committee/Council	Time	Venue
Wednesday 12 December	Finance & General Purposes	6pm	Seaton Valley Council Offices
2019			
Wednesday 30 January	Full Council	7pm	Seaton Valley Council Offices
Wednesday 27 March	Full Council	7pm	Seaton Valley Council Offices
Wednesday 24 April	Full Council	7pm	St Mary's Church, Holywell
Wednesday 29 May	Annual Meeting and Annual Parish Meeting	6.30pm	New Hartley Memorial Hall

Notes:

1. Registerable Personal Interests

You may have a Registerable Personal Interest if the issue being discussed in the meeting:

a) relates to any Disclosable Pecuniary Interest (as defined by Annex 1 to the Code of Conduct); or b) any other interest (as defined by Annex 2 to the Code of Conduct). The following interests are Disclosable Pecuniary Interests if they are an interest of either you or your spouse or civil partner: (1) Employment, Office, Companies, Profession or vocation; (2) Sponsorship; (3) Contracts with the Council; (4) Land in the County; (5) Licences in the County; (6) Corporate Tenancies with the Council; or (7) Securities - interests in Companies trading with the Council.

The following are other Registerable Personal Interests:

(1) any body of which you are a member (or in a position of general control or management) to which you are appointed or nominated by the Council; (2) any body which (i) exercises functions of a public nature or (ii) has charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member (or in a position of general control or management); or (3) any person from whom you have received within the previous three years a gift or hospitality with an estimated value of more than £50 which is attributable to your position as an elected or co-opted member of the Council.

Non-registerable personal interests - You may have a non-registerable personal interest when you attend a meeting of the Council or Cabinet, or one of their committees or sub-committees, and you are, or ought reasonably to be, aware that a decision in relation to an item of business which is to be transacted might reasonably be regarded as affecting your wellbeing or financial position, or the wellbeing or financial position of a person described below to a greater extent than most inhabitants of the area affected by the decision./par. The persons referred to above are: (a) a member of your family; (b) any person with whom you have a close association; or (c) in relation to persons described in (a) and (b), their employer, any firm in which they are a partner, or company of which they are a director or shareholder.

2. Public participation

The meeting will include a public session at which any resident of Seaton Valley can raise topics for future discussion or ask questions. The length of the public session, normally 15 minutes, is at the discretion of the Chair. The Chair will either answer a question directly or inform the resident by written response of any action to be taken. At other times during the meeting, members of the public may be invited to contribute at the discretion of the Chair.