



6th October 2014

Dear Councillor

I hereby give you notice that a Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** will be held at the Council Chamber, Drake Road, Tavistock on **TUESDAY 14th OCTOBER 2014** at **7:00pm** or upon the rising of the Properties Committee Meeting, whichever is the later.

Yours faithfully

Carl Hearn
Town Clerk

MEMBERSHIP OF THE COMMITTEE

Councillor Mrs A Johnson (Chairman)
Councillor P Sanders (Vice Chairman)

Councillors D Eberlie, A Fleet, Mrs J Metcalf, J Moody, J Sheldon,
D Whitcomb

Councillor H Smith (Mayor)
Councillor Mrs S Bailey (Deputy Mayor)

Councillor Mrs M Ewings (Chairman - Properties Committee)

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence

2. DECLARATIONS OF INTEREST

To receive disclosures of unregistered other interests from Councillors on matters to be considered at the meeting. The disclosure shall include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item, you must immediately disclose it. Under the Code of Conduct Councillors with an interest – whether or not it is a disclosable pecuniary interest, or

other interest, must leave the room for the duration of consideration of the item to which the interest relates.

3. CONFIRMATION OF MINUTES

- a) To confirm the Minutes of the Meeting of the Finance and General Purposes Committee held on Tuesday 2nd September 2014 as a correct record (previously circulated)
- b) Matters arising – to review the Action Log for the Finance and General Purposes Committee (circulated separately)

4. MEETING OF THE PROPERTIES COMMITTEE HELD EARLIER THAT EVENING

The Chairman of the Properties Committee to report on any recommendations with a financial implication

5. GENERAL FINANCE

- a) **Schedule of Payments** – to consider the monthly accounts, as at 31st August 2014, for submission to the next Council Meeting (a Schedule of all payments is enclosed)
- b) **Budget Monitoring Report** – to consider the phased Budget Monitoring Report as at 31st August 2014 (Enclosed)

NOTE – should Members have any detailed questions concerning any payments or other financial matters they should be passed to the Internal Auditor or the General Office well in advance of the Meeting in order that enquiries may be undertaken and an informed response prepared.

6. FORWARD PLANNING, POLICY & PROGRAMME SUB-COMMITTEE

To consider the Report of the Meeting of the Forward Planning, Policy and Programme Sub-Committee held on Tuesday 30th September 2014 (Enclosed)

7. REQUESTS/OTHER ITEMS REQUIRING A DECISION

To consider the following item(s) requiring a decision:-

- i. Request from Destination Okehampton for a contribution toward the cost of Consultancy Services (correspondence enclosed)

8. ITEMS FOR INFORMATION

To note the following matters which are circulated for information only:-

- a) Report of the Assistant to the Town Clerk (Enclosed),
- b) Townscape Heritage Initiative – Oral Update,
- c) Chamber of Commerce – Minutes of the Meeting held on the 1st September 2014 (Enclosed),
- d) Tavistock Matters – Notes of the Meeting held on the 22nd September 2014 (Enclosed),

- e) Tavistock BID Company – Minutes of the Meeting held on the 21st August and 18th September, 2014 (Enclosed),
- f) Tavistock Townscape Heritage Partnership – Minutes of the Meeting held on 11th September, 2014 (Enclosed),
- g) Tavistock World Heritage Key Centre Working Group – Minutes of the Meeting held on 16th September, 2014 (Enclosed),
- h) Tavistock Museum Charitable Trust – Minutes of the Meeting held on 4th September, 2014 (Enclosed),
- i) Tavistock Food Bank, Minutes of the Annual General Meeting held on 3rd September, 2014 (Enclosed),
- j) West Devon/Tavistock Consultative Liaison Group – Notes of the Meeting held on 17th September 2014 (Enclosed),
- k) Items for future Agendas – to make suggestions to the Borough Council regarding proposed Agenda items for future meetings of the :-
 - i. Southern Link Parishes Committee,
 - ii. West Devon/Tavistock Consultative Group.
- l) Any update from or questions to Council representatives serving on other outside bodies in connection with the work of those bodies.

9. URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN

Matters which the Chairman decides are urgent and the reasons relating thereto.

10. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, and having regard to the confidential nature of the business to be transacted to consider that the Press/Public be excluded from the Meeting for the following item(s) of business

11. DEBTORS

(CONFIDENTIAL) by virtue of relating to commercially sensitive information)

12. STOCK REPORT

(CONFIDENTIAL) by virtue of relating to commercially sensitive information)

Stock Report dated 4th September 2014 (enclosed)

Councillors are reminded that if a matter has not been specified on the Agenda no formally binding decision can be taken on it.

Use of televised and sound recordings at Council and Committee Meetings

Televised, vision and sound recordings or live broadcastings by members of the press or public at Council or Committee debates are permitted and anyone wishing to do so is asked to inform the Chairman of the respective Committee of their intention to record proceedings.

