



8th July 2015

COUNCIL MEETING

You are hereby summoned to attend a Meeting of the
TAVISTOCK TOWN COUNCIL
to be held at the Council Chamber, Drake Road, Tavistock
on **TUESDAY 14th JULY 2015** at **6.45 pm**

Note:- Prior to the Commencement of the Meeting there will be an opportunity at **6.30 pm** for:

QUIET REFLECTION

Those who wish to do so may prepare themselves for the Meeting by a few moments of quiet reflection from Reverend Hardwick of St Eustachius Parish Church

POLICE REPORT

The Police to make a report to the Council.

COUNTY COUNCILLOR REPORT

The Devon County Councillor to make a report to the Council.

BOROUGH COUNCILLOR REPORT

There will be an opportunity to receive a report from a West Devon Borough Councillor for Tavistock.

PUBLIC QUESTION TIME

Members of the Public to ask questions of the Council.

COMMENCEMENT OF THE MEETING -

THE FOLLOWING BUSINESS IS PROPOSED TO BE TRANSACTED

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 a Member becomes aware, during the course of a meeting, of an interest that has not been disclosed under this item they must immediately disclose it.

Under the Code of Conduct Councillors with a registerable interest must leave the room for the duration of consideration of the Item to which the interest relates. Those with a "other" interest, must apply the tests set out in the Code of Conduct as to whether or not there are circumstances which might enable them to remain.

3. MINUTES OF COUNCIL MEETINGS

- a) To confirm the Minutes of the Meeting of Tavistock Town Council held on Tuesday 23rd June, 2015 (Enclosed).
- b) Matters arising.

ITEMS REQUIRING A DECISION

PROPERTIES

4. Requests for:

- i. Temporary signage/advertising
To consider a request from a tenant in connection with the above (Enclosed)
- ii. Surfacing
To consider a request in relation to the Pixon Lane area of open space (Enclosed)

PLANS

- 5. Applications for Planning Permission:-** (a schedule setting out in more detail the following applications is enclosed)
- a) 00610/2015 - Full Application
 - b) 00619/2015 – Listed Building
 - c) Any other planning applications requiring urgent attention and received subsequent to publication of the Agenda and prior to the Meeting.

Note

- all Members are requested to familiarise themselves with the submitted planning applications prior to the meeting. Plans may be inspected on-line at <http://www.westdevon.gov.uk/article/2291/Planning> or at the Council offices during normal working hours. They will also be available for inspection immediately prior to the meeting commencing at 5.30 pm;
- The Monitoring Officer of the Borough Council has confirmed that Members who serve on the Borough Council Planning Committee are not prevented from participating in the deliberations of the Town Council on planning matters.

6. FINANCE & OTHER MATTERS*

General Finance

- i) **Schedule of Payments** – to consider the monthly accounts as at 31st May, 2015 (a schedule of all payments is enclosed).

ii) **Budget Monitoring Report** – to consider the phased budget monitoring report as at 31st May 2015 (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.

7. OTHER MATTERS

- a) **Review of Committee Arrangements** (Report Enclosed)
- b) **Broadcasting of Council Meetings** (Report of the General Manager to follow - note this report is in open session however the appendices are exempt as they include detailed pricing information)
- c) **Member Training and Development** – to consider participation in the:
 - i. the DALC provided 'Being an Effective Councillor' course;
 - ii. A WDBC event on Tuesday 1st September (note restricted to two councillors – WDBC have been requested to advise when training will be provided for other Councillors)
 - iii. Devon County Council Highways Conference, 21st October 2015
- d) **Tavistock Matters** – invitation to consider representation and appointment of up to 3 representatives.

ITEMS CIRCULATED FOR INFORMATION ONLY

Note – the following items are circulated for information only.

PROPERTIES

8. Service Reports

- i) Pannier Market (Enclosed).
- ii) Town Hall (Enclosed).

Members are requested to note that a summary of the routine/scheduled work of each service area is available in Member Information Packs.

PLANS

- 9.** Planning decisions of the Local Planning Authority (Schedule Enclosed)

FINANCE & OTHER MATTERS

10. Other Matters

- a) Tavistock Bid Co – Minutes of the Meeting held on 17th June 2015 (Enclosed)
- b) Report of the Assistant to the Town Clerk (Enclosed)
- c) Tavistock Townscape Heritage Partnership – Minutes of the Meeting held on 17th June, 2015 (Enclosed)
- d) Any update in relation to the operation of accountable body status in relation to the Guildhall
- e) Any update received regarding Councillors ICT

11. TO RECEIVE SUCH COMMUNICATIONS OR REPORTS AS MAY BE SUBMITTED BY THE TOWN MAYOR

12. URGENT MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE TOWN MAYOR

13. 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 and Public be excluded from the Meeting for the following items of business.

14. ITEMS REQUIRING A DECISION

(CONFIDENTIAL by virtue of relating to legal and/or commercial matters and/or the financial or business affairs of a person or persons other than the Council).

- i) **Legal Matters – Council Property**
(CONFIDENTIAL by virtue of relating to commercially sensitive information).
Report to follow.
- ii) **Debtors**
(CONFIDENTIAL by virtue of relating to commercially sensitive information and/or the financial or business affairs of a person or persons other than the Council).
Report Enclosed.
- iii) **Town Hall Stock Report**
(CONFIDENTIAL by virtue of relating to commercially sensitive information).
Report Enclosed.

15. TO ORDER THAT THE SEAL BE AFFIXED TO THE FOREGOING ACTS AND PROCEEDINGS AND TO ALL DEEDS AND DOCUMENTS NECESSARY TO GIVE EFFECT THERETO

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

COUNCIL MEMBERSHIP

Councillor Mrs S Bailey (Mayor)

Councillor Mrs M Ewings (Deputy Mayor)

Councillors, T Gibbins, Mrs A Johnson, A Lewis, J Moody, P Palfrey, E Sanders, P Sanders, H Smith, J Sheldon, A Venning, P Ward, Mrs J Whitcomb, P Williamson.

8th July, 2015

Town Clerk.....

**USE OF TELEVISED & SOUND RECORDINGS
AT COUNCIL & 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.