



# Tavistock Town Council

*Working for the local community*

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## **COUNCIL SUMMONS**

You are hereby summoned to attend the  
**ANNUAL MEETING** of the **TAVISTOCK TOWN COUNCIL**  
to be held on **TUESDAY** the **16<sup>th</sup>** of **MAY, 2023** at **6.30pm**  
in the **COUNCIL CHAMBER, DRAKE ROAD, TAVISTOCK**

NOTE – Prior to the commencement of the Meeting there will be opportunity at:

### **6.20pm** for

- a) Quiet Reflection - those who wish to do so may prepare themselves for the Meeting by a few moments of Quiet Reflection led by Reverend Sean Brassil of St Andrew's Church, Whitchurch
- b) To receive a welcome from the Retiring Mayor
- c) The Retiring Mayor, Councillor Paul Ward, will present a cheque to a representative of his chosen charity, 'Make a Difference', in respect of funds raised during his Mayoral year

## **COMMENCEMENT OF THE MEETING – THE FOLLOWING BUSINESS IS PROPOSED TO BE TRANSACTED**

### **1. TO ELECT THE TOWN MAYOR FOR THE ENSUING CIVIC YEAR**

To elect the Mayor of Tavistock Town Council for the 2023-24 Civic Year.

### **2. TO ELECT THE DEPUTY TOWN MAYOR FOR THE ENSUING CIVIC YEAR**

To elect the Deputy Mayor of Tavistock Town Council for the 2023-24 Civic Year.

### **3. APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

### **4. DECLARATIONS OF INTEREST**

To receive any Declarations of Interest.

**5. CONFIRMATION OF MINUTES**

To confirm the Minutes of the Meeting of Tavistock Town Council held on 11<sup>th</sup> April, 2023 (enclosed).

**6. OTHER MATTERS TO BE CONSIDERED AT THE ANNUAL MEETING**

**a. Order of Business**

To consider the suspension of Standing Order Nos. 5(j) (iv)-(vi), (viii)-(x) and (xiii) - (xx) to enable the following business to be transacted.

**b. Co-Option**

To agree the advertisement of two vacancies on Tavistock Town Council (North and South East Wards) and any associated requirements.

**7. MAYOR'S EXPENSES**

To consider the payment of an allowance of £2,000 to the Town Mayor to defray the expenses attached to this Office in pursuance of Section 15(5) of the Local Government Act 1972.

**8. APPOINTMENT OF COMMITTEES & CONSULTATIVE GROUPS**

To consider the appointment of Committees and Consultative Groups and make such appointments as are required (to follow).

**9. CALENDAR OF MEETINGS**

To formally receive and adopt the Programme of Meetings for the 2023-2024 Civic Year, and agree the start time of Committee and Council Meetings (as reviewed by the Budget & Policy Committee on 8<sup>th</sup> November, 2022) (enclosed).

**10. APPOINTMENT OF REPRESENTATIVES TO CHARITIES AND OTHER BODIES**

To consider adopting the Appointments shown and make such further appointments as are required (to follow).

**11. GENERAL POWER OF COMPETENCE**

Having met the criteria for eligibility for the General Power of Competence (GPC) relating to the Electoral Mandate (66%), and the relevant training of the Clerk, to re-adopt the General Power of Competence.

**12. RECORD OF ATTENDANCES**

To receive and note the record of attendances at Meetings held between May 2022 and May 2023 (enclosed).

## **COUNCIL MEMBERSHIP**

Councillor P Ward (Retiring Mayor)

Councillors Ms M Ewings, S Hipsey, A Hutton, Ms J Irvine, Mrs A Johnson, A Lewis, Mrs U Mann, N Martin, Mrs B Moody, J Moody, T Munro, B Smith, P Squire, A Venning.

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**TOWN CLERK**

Date 10<sup>th</sup> May, 2023

### **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.

If members of the public make a representation to the Meeting, they will be deemed to have consented to being filmed and audio recorded. By entering the body of the Chamber, attendees are also consenting to being filmed and audio recorded.

If members of the public have any queries regarding filming or audio recording of Meetings, please contact the Town Council on 01822 613529 or at [info@tavistock.gov.uk](mailto:info@tavistock.gov.uk)

\*Members of the Public who wish to address the Council are requested to contact the Council Office either by phone 01822 613529, or by e-mailing [info@tavistock.gov.uk](mailto:info@tavistock.gov.uk) regarding the necessary requirements for participation not less than 24 hours in advance of the Meeting.

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