



Tavistock Town Council

Working for the local community

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29th March 2016

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 5th APRIL, 2016** at **7:00pm** or upon the rising of the Properties Committee, whichever is the later.

Yours faithfully

Carl Hearn
Town Clerk

MEMBERSHIP OF THE COMMITTEE

Councillor H Smith (Chairman)
Councillor Mrs A Johnson (Vice-Chairman)

Councillors A Lewis, J Moody, P Palfrey, P Sanders, J Sheldon, P Williamson.

Councillor Mrs S Bailey (Mayor)
Councillor Mrs M Ewings (Deputy Mayor)

Councillor C Rogers (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 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. CONFIRMATION OF MINUTES

- a) To confirm the Minutes of the Meeting of the Finance and General Purposes Committee held on Tuesday 23rd February, 2016 (previously circulated).
- b) Matters arising – to review the Log of outstanding actions 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 29th February 2016 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 29th February, 2016 (enclosed).
- c) **Virements** – to consider any virements necessary and consequential upon financial year end (note – uncompleted capital projects are automatically carried forward).
- d) **Internal Audit** – to consider the following
 - i. **Interim Audit 2015-16** (enclosed)
 - ii. **Internal Audit – Review of Capital Programme** (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. ITEMS REQUIRING A DECISION

To consider the following items requiring a decision: -

- a) 2016: Goose Fair Fees & Charges Report and Recommendations (enclosed)
- b) the appointment of a 'Lead Councillor for Dog Concerns' - Item previously submitted to the Committee at the request of Councillor

J Sheldon and subsequently referred back for further consideration by Council.

- c) World Heritage Site 'Tinth' Anniversary – to receive an oral update on working together with Tavistock Heritage and to consider agreeing on how to collaborate on the launch of the anniversary celebrations in Tavistock in July, 2016.

7. ITEMS FOR INFORMATION

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

- a) Destination Okehampton – Notes from the Meeting held on the 18th February, 2016 (enclosed)
- b) Chamber of Commerce – Minutes of the AGM held on the 1st February, 2016 and the Minutes of the Meeting held on the 7th March, 2016 (enclosed)
- c) Report of the Assistant to the Town Clerk (enclosed)
- d) Tavistock BID Ltd – Minutes of the Meeting held on the 16th March, 2016 (enclosed)
- e) THI Project Management Board – Minutes of the Meetings held on 19th January and 14th March, 2016 (enclosed)
- f) DALC Larger Councils' Sub-Committee – Minutes from the Meeting held on the 18th February, 2016 (enclosed)
- g) Southern Links – Notes from the Meeting held on the 17th March, 2016 (enclosed)
- h) Items for future Agendas – to make suggestions to the Borough Council regarding proposed Agenda items for future meetings of the Southern Links Parishes Committee.
- i) Any update from or questions to Council representatives serving on other outside bodies in connection with the work of those bodies.

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

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

9. 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

10. DEBTORS

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

11. THI STAFFING

(CONFIDENTIAL) by virtue of relating to persons other than the Council)

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 & 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.