



Town Council Offices
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25th November 2015

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 1st DECEMBER, 2015** 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, 20th October 2015 (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 31st October, 2015 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 October, 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.

6. ITEMS REQUIRING A DECISION

To consider the following items requiring a decision:

- a) **Goose Fair Park & Ride**
Report Enclosed
- b) **Tavistock Arts Project**
To consider a request received for the Town Council's support for the above Project and to make address to a future Council Meeting (correspondence enclosed)
- c) **Member Representation at pre-booked External Events (Courses/Conferences)**
To consider introducing arrangements in respect of the above when a Member is unable to attend (please refer to the Report of the Assistant to the Town Clerk)

7. ITEMS FOR INFORMATION

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

- a) Tavistock THI – Project Progress Report (note – in addition the Project Manager has been asked to provide a brief oral Progress Report to Councillors immediately prior to the December Meeting of Council)
- b) Tavistock Heritage - to consider the Minutes of the Meetings held on 12th August and 22nd October, 2015 (enclosed)
- c) Devon Association of Local Councils Larger Councils' Sub-Committee – Minutes of the Meeting held on 11th June, 2015 (enclosed)
- d) National Association of Local Councils Larger Councils' Committee – Minutes of the Meeting held on the 20th October, 2015 (enclosed)
- e) Report of the Assistant to the Town Clerk (enclosed)
- f) Destination Okehampton – Minutes of the Meeting held on 18th November, 2015 (enclosed)
- g) Items for future Agendas – to make suggestions to the Borough Council regarding proposed Agenda items for future meetings of the Southern Links Parishes Committee.
- h) 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. LEGAL MATTERS

(CONFIDENTIAL) – Not for publication by virtue of Section 1(2) of The Public Bodies (Admission to Meetings) Act 1960 by virtue of relating to commercially confidential matters)

Oral update for information (Minute No 108 refers)

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.