



Tavistock Town Council

Working for the local community

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4th February 2026

Dear Councillor

I hereby give you notice that a Meeting of the **BUDGET & POLICY COMMITTEE** will be held on **TUESDAY 10th FEBRUARY, 2026** at **6.30pm** in the **COUNCIL CHAMBER, DRAKE ROAD, TAVISTOCK**.

Should Members of the Committee have any detailed questions concerning any financial matters, or the accompanying reports, they should be passed to the General Office sufficiently in advance of the Meeting in order that enquiries may be undertaken and an informed response prepared.

Yours sincerely

Carl Hearn
TOWN CLERK

MEMBERSHIP OF THE COMMITTEE

Councillor Mrs A Johnson	Chairman & Deputy Mayor – ex officio
Councillor J Moody	Vice Chairman
Councillor S Hipsey	Mayor – ex officio

Councillor P Ward	Immediate Past Mayor – ex officio
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Councillors Ms M Ewings, R Poppe, B Smith.

AGENDA

- 1. APOLOGIES FOR ABSENCE**
To receive any apologies for absence.
- 2. CONFIRMATION OF MINUTES**
To confirm the Minutes of the Meeting of the Budget & Policy Committee held on Tuesday 13th January, 2026 (previously circulated).
- 3. DECLARATIONS OF INTEREST**
To receive any Declarations of Interest.

ITEMS CIRCULATED FOR RECOMMENDATION TO COUNCIL

4. ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (AGAR) – ASSERTION 10 – INFORMATION TECHNOLOGY (IT) POLICY

To consider the Report of the Office & Finance Manager in connection with a draft proposed IT Policy for the Council (enclosed).

5. DRAFT CALENDAR OF MEETINGS 2026-27

To consider in principle (subject to formal determination at the Annual Meeting of Council in due course), and endorse the Draft Calendar of Meetings for the Civic Year 2026-27 (enclosed).

6. UK TOWN OF CULTURE

To consider the Report of the Town Clerk regarding a request for representation in connection with the above (enclosed).

7. ABBEY REMAINS PROJECT

To receive and endorse the Report of the General Manager in connection with the above (enclosed).

8. INTERNAL AUDIT

To consider the Interim Internal Audit Report for Tavistock Town Council (enclosed).

ITEMS CIRCULATED FOR INFORMATION ONLY

9. LOCAL GOVERNMENT REORGANISATION & DEVOLUTION IN DEVON

To receive any oral update as may be available in connection with the above.

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

Matters which the Chairman decides are urgent and the reasons relating thereto. Councillors are reminded that if a matter has not been specified on the Agenda no formally binding decision can be taken on it.

EXCLUSION OF PRESS AND PUBLIC

11. 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 associated item(s) of business.

CONFIDENTIAL ITEMS FOR RECOMMENDATION TO COUNCIL SUPPORTING THE LOCAL ECONOMY

12. (CONFIDENTIAL - by virtue of relating to matters of a legal, financial, staffing or contractual nature and/or affecting persons other than the Council)

To consider the Report of the Town Clerk in connection with the above (enclosed).

**13. CONFIDENTIAL ITEMS FOR INFORMATION ONLY
TENANCY, CONTRACT OR STAFFING MATTER(S)**

(**CONFIDENTIAL** - by virtue of relating to matters of a legal, financial, staffing or contractual nature and/or affecting persons other than the Council)

To receive any oral update as may be available on tenancy, insurance, contract, compliance, staffing or similar, and consider any next steps as/if necessary.

**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 they are entitled to attend are permitted and anyone wishing to do so is asked to inform the Chairman of the respective Meeting of their intention to record proceedings.