



Tavistock Town Council

Working for the local community

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7th December, 2016

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 13th DECEMBER 2016** at **6.45pm**

Note:- Prior to the Commencement of the Meeting there will be an opportunity at:-

6.30pm for Members and the Public:-

QUIET REFLECTION

Those who wish to do so may prepare themselves for the Meeting by a few moments of quiet reflection led by Jo Wright (Tavistock Street Pastors)

POLICE REPORT

The local Police to make a report to the Council

COUNTY COUNCILLOR REPORT

The Devon County Councillor to make a report to the Council

BOROUGH COUNCIL REPORT

West Devon Borough Councillor Robert Oxborough has been invited to report

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 that 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 15th November, 2016 (enclosed)
- b) Matters arising

ITEMS REQUIRING A DECISION

4 COUNCIL BUDGET & PRECEPT 2017-18*

To consider and agree:

- a) The Tavistock Town Council Budget 2017-18.**
- b) The Tavistock Town Council Precept 2017-18 in the sum of £123.45 per Band D equivalent property.**

(**Agenda Item No 6 also refers)

5 GENERAL FINANCE*

- a) **Schedule of Payments** – to consider and endorse the monthly accounts, as at 31st October, 2016 (schedule of all payments enclosed).
- b) **Budget Monitoring Report** – to consider and endorse the phased Budget Monitoring Report as at 31st October, 2016 (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 BUDGET & POLICY SUB-COMMITTEE

To consider the Minutes of the Meeting of the Budget & Policy Sub-Committee held on 6th December, 2016 (to follow).

Note -

- i) Members are requested to bring to the Meeting the Agenda and associated documents relating to the foregoing Meeting;
- ii) Should further deliberations be required on any of the matters arising as appertain to confidential subjects addressed at the above Meeting it will be necessary to take same in the closed 'confidential items requiring a decision' session.

7 PLANS COMMITTEE

To receive and consider the Minutes of the Meetings of the Plans Committee held on;

- a) Plans Committee – 22nd November, 2016 (enclosed)
- b) Plans Committee – 12th December, 2016 (to follow)

ITEMS CIRCULATED FOR INFORMATION ONLY

The following items are circulated for information only:-

8 SERVICE REPORTS

To receive, for information, the following Service Reports:-

- i. General Manager (enclosed);
- ii. Works Department (enclosed);
- iii. Town Hall (enclosed);
- iv. Pannier Market (enclosed).

9 FINANCE & OTHER MATTERS

To receive, for information, the following:-

- a) Destination Okehampton – Minutes of the Meeting held on 6th October, 2016 (enclosed);
- b) Report of the Assistant to the Town Clerk (enclosed);
- c) THI Project Management Board – Notes of the Meeting held on 22nd November, 2016 (enclosed);
- d) Tavistock Heritage – Notes of the Meeting held on 1st December, 2016 (enclosed);
- e) Town Hall & Pannier Market Consultative Group – Notes of the Meeting held on 6th December, 2016 (to follow);
- f) Chamber of Commerce – Minutes of Meetings are not presently being prepared – Council may wish to receive an update under (g) below;
- g) Any update from or questions to Council representatives serving on other outside bodies in connection with the work of those bodies.

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

11 URGENT MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE TOWN MAYOR

12 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.

CONFIDENTIAL ITEMS REQUIRING A DECISION

13 PROPERTY & FINANCE MATTERS

(**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) **Request for Grant of Licence** – to reconsider a request from the Partnership supporting the Tavistock Sensory Garden for a licence of 10 years duration.

- ii) **Debtors**
Report (enclosed).

Re-admission of the Press & Public.

14 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 M Ewings (Mayor)
Councillor P Sanders (Deputy Mayor)

Councillors T Gibbins, Mrs A Johnson, A Lewis, J Moody, P Palfrey, Mrs L Roberts, C Rogers, E Sanders, J Sheldon, H Smith, P Squire, A Venning, P Ward, Mrs J Whitcomb, P Williamson

Town Clerk.....

7th December, 2016

**USE OF TELEVISED & SOUND RECORDINGS
AT COUNCIL & COMMITTEE MEETINGS**

The open proceedings of this Meeting will be filmed and audio recorded.

The cameras are focused on the area in the Council Chamber where Councillors and Officers sit. However, they may also capture part images of those who stand or sit in some front parts of the public area.

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 office@tavistock.gov.uk

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.