



TO ALL MEMBERS OF TAVISTOCK TOWN COUNCIL

COUNCIL MEETING

You are hereby summoned to attend a Meeting of the **TAVISTOCK TOWN COUNCIL** to be held at the **TOWN HALL, BEDFORD SQUARE, TAVISTOCK** on **WEDNESDAY 19th JANUARY, 2022** at **5.30pm**
(please note change of day/date and venue)

Note:

- **CORONAVIRUS ANNOUNCEMENT** – For admission a face mask is requested to be worn (unless a current valid exemption applies) at all times other than when seated. All Government recommended hygiene measures are expected to be followed.
- Prior to the Commencement of the Meeting there will be an opportunity at:-

5.25pm 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 a representative of Tavistock Street Pastors.

COMMENCEMENT OF THE COUNCIL 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 or 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 MEETING

- a) To confirm the Minutes of the Meeting of Tavistock Town Council held on Tuesday 30th November, 2021 (enclosed).
- b) Matters arising.

4 PUBLIC REPRESENTATIONS & QUESTIONS*

To receive any representations or previously submitted questions from Members of the Public in attendance (None Submitted).

ITEMS REQUIRING A DECISION

5 COUNCIL BUDGET & PRECEPT 2022-2023

Further to consideration by the Budget & Policy Committee, and previous deliberations of the Council, to consider and agree:

- a) The Tavistock Town Council
 - i. Schedule of Fees and Charges and accompanying matters as recommended by the Budget & Policy Committee (Minute No 265(a)(i)-(ii) refers);
 - ii. the proposed Budget 2022-2023 and accompanying Precept 2022-2023 in the sum of £852,554, representing an increase of 2.92% (or 10 pence per week for a Band D equivalent property) (Minute No 256(b) refers).

(Budget Summary enclosed)

- b) The associated Tavistock Town Council Rolling Capital Programme (previously circulated).

Note - If there are any detailed questions concerning the Budget proposals/Precept or other matters of a detailed financial nature they should be passed to the General Office well in advance of the Meeting in order that enquiries may be undertaken and an informed response prepared.

6 GENERAL FINANCE

- a) **Schedules of Payments** – to consider and endorse the Monthly Accounts as at 30th November 2021 (schedule of all payments listed on the Website);
- b) **Budget Monitoring Report** – to consider and endorse the phased Budget Monitoring Report as at 30th November 2021 (to follow);

- c) **Community Grants** – to consider and, if/as appropriate, endorse the schedule of proposed Community Grants, as proposed by the Grants Panel (enclosed).

Note – Should Members have any detailed questions concerning any payments, prospective grants 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.

7 BUDGET & POLICY COMMITTEE

To consider the Minutes of the Meeting of the Budget & Policy Committee held on Tuesday 4th January, 2022 (enclosed).

Note –

- i) The recommendations set out in Minute No 265 are separately addressed at Agenda Item No 5 above;
- ii) Members are requested to bring to the Meeting the Agenda and associated documents relating to the foregoing Meeting;
- iii) Should further deliberations be required on any of the matters arising as appertain to matters subject to the 'Exclusion of the Press & Public' addressed at the above Meeting it will be necessary to take same in the corresponding section of this Agenda.

8 DEVELOPMENT MANAGEMENT & LICENSING COMMITTEE (DM&L)

To receive and consider the Minutes of the Meetings of the Development Management & Licensing Committee held on:

- i) Development Management & Licensing Committee – 7th December, 2021 (previously circulated);
- ii) Development Management & Licensing Committee – 11th January, 2022 (enclosed)

(Note, pursuant to Minute No. 279 there will be opportunity to receive any update, and consider how/if to proceed, in connection with Application No. 3652/20/FUL (correspondence previously circulated).

9 PANDEMIC - ARRANGEMENTS FOR THE CONDUCT OF COUNCIL BUSINESS

To consider a Briefing Note in connection with the above (enclosed).

ITEMS CIRCULATED FOR INFORMATION ONLY

The following items are circulated for information only:-

10 SERVICE REPORTS

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

- i. General Manager's Report (enclosed);
- ii. Town Hall, Depot and Butchers' Hall (enclosed);
- iii. Pannier Market (enclosed).

11 FINANCE & OTHER MATTERS

To receive, for information, the following:-

- a) Report of the Assistant to the Town Clerk (enclosed);
- b) Town Hall & Markets Consultative Group – Notes of the Meeting held on 8th December, 2021 (enclosed);
- c) Project Update: to receive any oral update in connection with the Guildhall Gateway Centre Project;
- d) To receive;-
 - i. Any update from, or questions to, Council representatives serving on other outside bodies in connection with the work of those bodies;
 - ii. Feedback from Members following their attendance at any training sessions.

Note:- No reports for the Meeting were received from the County Councillor or Borough Councillor Bridgewater.

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

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

EXCLUSION OF PRESS & PUBLIC

14 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

15 PROPERTY, LEGAL & FINANCE MATTERS

(**CONFIDENTIAL** by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council)

- i) **DEBTORS**
Report (enclosed)

CONFIDENTIAL ITEMS FOR INFORMATION ONLY

16 BUDGET & POLICY COMMITTEE CONTINUED

(**CONFIDENTIAL** by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council)

To consider any Confidential Minutes of the Meeting of the Budget & Policy Committee held on 4th January, 2022 (enclosed).

17 PROPERTY, LEGAL & FINANCE MATTERS

(**CONFIDENTIAL** by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council)

- a) To receive any oral updates in connection with outstanding legal matters not previously listed (for information only);
- b) To receive the Notes of the Meeting of the Guildhall Gateway Centre Advisory Forum held on 13th January, 2022 (to follow).

Re-admission of the Press & Public.

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 A Hutton (Mayor)

Councillor Mrs U Mann (Deputy Mayor)

Councillors Ms L Crawford, J Ellis, Ms T Eperon, Mrs M Ewings, A Fey, Mrs A Johnson, A Lewis, J Moody, Mrs G Parker, B Smith, H Smith, P Squire, A Venning, P Ward, P Williamson.



TOWN CLERK

12th January, 2022

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

*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 regarding the necessary requirements for participation not less than 24 hours in advance of the Meeting.

Privacy – to view a copy of the Council’s Privacy Notice visit – www.tavistock.gov.uk