



# Tavistock Town Council

*Working for the local community*

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29<sup>th</sup> June, 2021

Dear Councillor

I hereby give you notice that a Meeting of the **BUDGET & POLICY COMMITTEE** will be held on **TUESDAY 6<sup>th</sup> JULY, 2021** at **5.30pm** in **TAVISTOCK TOWN HALL**.

\*\*Should Members 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 H Smith      **Chairman**  
Councillor Mrs U Mann   **Vice Chairman** (& Deputy Mayor)

Councillor A Hutton      (Mayor)  
Councillor Mrs A Johnson (Immediate Past Mayor)  
Councillors J Ellis, Mrs M Ewings and Mrs G Parker.

## **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 25<sup>th</sup> May, 2021 (previously circulated).
- 3. DECLARATIONS OF INTEREST**  
To receive any Declarations of Interest.

## **ITEMS FOR RECOMMENDATION TO COUNCIL**

### **4. FINANCE UPDATE**

To consider the report of the Town Clerk in connection with the above (to follow).

### **5. SYSTEM OF INTERNAL CONTROL**

To review the System of Internal Control for Tavistock Town Council (to follow).

### **6. QUIET REFLECTION AT COUNCIL MEETINGS**

To consider the potential cessation of the practice of Quiet Reflection at Council Meetings (included on the Agenda at the request of Councillor A Hutton).

### **7. TAVISTOCK TOWN COUNCIL MEMBER E-MAIL ACCOUNTS**

To consider the report of the Assistant to the Town Clerk in connection with the above (to follow).

### **8. TENNIS CLUB**

To consider whether to refer an application for a grant from Tavistock Tennis Club for consideration in the Autumn by the Grants Panel, in accordance with normal practice (report to follow).

## **ITEMS CIRCULATED FOR INFORMATION ONLY**

### **9. GOOSE FAIR & TOUR OF BRITAIN**

To receive an oral update in connection with Goose Fair 2021, Tour of Britain and deliverability.

### **10. GUILDHALL PROJECT – PROJECT TIMELINE**

To review and note the most recent iteration of the Project Plan indicating practical completion on the revised date of 12<sup>th</sup> July, 2021 (most recent prior date being 25<sup>th</sup> June).

### **11. PUBLIC SPACES PROTECTION ORDER**

To consider any oral update in connection with the Public Spaces Protection Order requested of West Devon Borough Council by the Town Council in order to address anti-social behaviour in the environs of The Meadows.

## **URGENT ITEMS**

### **12. 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**

**13. 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 item(s) of business.

**CONFIDENTIAL ITEMS FOR RECOMMENDATION TO COUNCIL**

**14. TENANT REQUEST**

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

To consider the report of the Town Clerk in connection with a request relating to lease renewal (report to follow subject to receipt of supplementary information from the tenant)

**CONFIDENTIAL ITEM CIRCULATED FOR INFORMATION ONLY**

**15. PROPERTY MANAGEMENT**

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

To receive and note any updates in connection with the above.

**16. GUILDHALL GATEWAY CENTRE - PROGRESS REPORT**

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

To receive an oral update and note the most recent progress report in connection with the above (to follow).

**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.