



Tavistock Town Council

Working for the local community

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8th February 2022

Dear Councillor

I hereby give you notice that a Meeting of the **BUDGET & POLICY COMMITTEE** will be held on **TUESDAY 15th FEBRUARY, 2022** at **5.30pm** in **THE COURTROOM, THE GUILDHALL, TAVISTOCK.**

SERVICE & CORONAVIRUS ANNOUNCEMENT – Entry is via the Courtroom doors onto the Guildhall Car Park only. Anyone requiring disabled access is requested to contact the Council (Tel no. as above) by 2.00pm on the day of the Meeting in order that arrangements can be made. For admission a face mask is requested to be worn at times other than when seated. Government recommended hygiene measures are expected to be followed. Please also note that for washroom facilities please use the adjoining Guildhall Car Park Public Conveniences.

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, 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 4th January, 2022 (previously circulated).

3. DECLARATIONS OF INTEREST

To receive any Declarations of Interest.

ITEMS FOR RECOMMENDATION TO COUNCIL

4. COUNCIL INSURANCE

To consider the report of the Town Clerk in connection with the above (enclosed – note accompanying schedule listed in the Confidential section of the Agenda).

5. QUEEN'S PLATINUM JUBILEE – PARTNERSHIP WORKING

To consider a proposal from the Tavistock BID Co Ltd for collaborative working to celebrate the Platinum Jubilee of Her Majesty Queen Elizabeth II (Briefing Note enclosed).

6. TOWN MARKETING

To consider a proposal from Tavistock Heritage Trust regarding potential opportunities to work in collaboration to promote the Town (Briefing Note enclosed).

7. OFFER TO DONATE PAINTING

To consider a request received from a prospective Councillor donor that the Council consider taking ownership of a painting to be placed, the donor suggests, in the Butchers Hall (Briefing Note enclosed).

8. TAVISTOCK MUSEUM - TRUSTEES

To consider a request from Tavistock Museum as to whether the Council wishes to nominate a Trustee (it is advised there are currently up to 4 vacancies, that meetings typically take place twice per year and a trustee training day is provided).

ITEMS CIRCULATED FOR INFORMATION ONLY

9. INTERNAL AUDIT

To receive and review the interim report of the Council's Internal Auditor (enclosed).

URGENT ITEMS

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 following item(s) of business.

CONFIDENTIAL ITEMS CIRCULATED FOR RECOMMENDATION TO COUNCIL

12. STREET FURNITURE

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

To consider the report of the General Manager in connection with the above (enclosed).

CONFIDENTIAL ITEMS CIRCULATED FOR INFORMATION ONLY

13. STAFFING

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

To receive the oral Report of the General Manager (Town Hall & Markets) and an update from the Town Clerk (Office).

14. COUNCIL INSURANCE

(**CONFIDENTIAL** - by virtue of relating to matters of a legal, financial, staffing or contractual nature)

Copy Schedule enclosed (Agenda Item No 4 also refers).

**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.