



Tavistock Town Council

Working for the local community

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21st May 2024

Dear Councillor

I hereby give you notice that a Meeting of the **BUDGET & POLICY COMMITTEE** will be held on **TUESDAY 28th MAY, 2024** at **6.30pm** in the **COUNCIL CHAMBER, DRAKE ROAD, TAVISTOCK.**

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 P Ward **Mayor – ex officio**
Councillor S Hipsey **Deputy Mayor – ex officio**

Councillor A Hutton **Immediate Past Mayor - ex officio**

Councillors Ms M Ewings, Mrs A Johnson, U Mann, R Poppe.

AGENDA

- 1. ELECTION OF CHAIRMAN**
To invite nominations for the election of Chairman of the Budget & Policy Committee for the 2024-25 Civic Year.
- 2. ELECTION OF VICE-CHAIRMAN**
To invite nominations for the election of Vice-Chairman of the Budget & Policy Committee for the 2024-25 Civic Year.
- 3. APOLOGIES FOR ABSENCE**
To receive any apologies for absence.

4. CONFIRMATION OF MINUTES

To confirm the Minutes of the Meeting of the Budget & Policy Committee held on Tuesday 9th April, 2024 (previously circulated).

5. DECLARATIONS OF INTEREST

To receive any Declarations of Interest.

ITEMS FOR RECOMMENDATION TO COUNCIL

6. SERVICE PLANS 2024-25

To consider the draft

- a) Corporate Service Plan 2024-25, Organisational Risk Register and Annual Summary (to follow);
- b) Community Services Service Plan 2024-25 (to follow).

7. PUBLIC SPACES PROTECTION ORDER(S)

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

8. CIVIC/CEREMONIAL MATTERS

a) CHAIRMAN'S ALLOWANCE

To consider the report of the Town Clerk in connection with payment of the Chairman's Allowance (enclosed);

b) RECORD OF COUNCILLOR ATTENDANCE AT MEETINGS

To consider the report of the Town Clerk in respect of the above (enclosed).

9. MARKET ROAD COTTAGES

To consider the report of the Town Clerk in connection with the future use of the above (enclosed).

10. COUNCIL WEBSITE

To consider a preliminary report in connection with the Town Council website (to follow).

ITEMS CIRCULATED FOR INFORMATION ONLY

11. HEARINGS PANEL MINUTES

To receive the Minutes of the Meeting of the Hearings Panel held on 13th April, 2024 (enclosed).

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 associated item(s) of business.

ITEMS FOR RECOMMENDATION TO COUNCIL

14. GUILDHALL GATEWAY CENTRE – FUTURE OPERATING ARRANGEMENTS

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

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

15. COUNCIL PROPERTY

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

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

16. STAFFING COMMUNITY SERVICES – SUPPORT SERVICES

(**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 and Town Clerk in connection with the above (enclosed).

**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.