



29th May 2019

Dear Councillor

I hereby give you notice that a Meeting of the **BUDGET & POLICY COMMITTEE** will be held at the **Council Chamber, Drake Road, Tavistock** on **TUESDAY 4th JUNE, 2019** at **6.30pm**.

Yours sincerely

Carl Hearn
Town Clerk

MEMBERSHIP OF THE COMMITTEE

Councillor Mrs A Johnson (Mayor),
Councillor A Hutton (Deputy Mayor)

Immediate Past Mayor – Councillor P Ward
Councillors Ms L Crawford, Mrs M Ewings, H Smith, P Williamson.

AGENDA

- 1. ELECTION OF CHAIRMAN**
To invite nominations for the election of a Chairman of the Budget & Policy Committee for the 2019-20 Civic Year
- 2. ELECTION OF VICE-CHAIRMAN**
To invite nominations for the election of a Vice Chairman of the Budget & Policy Committee for the 2019-20 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 2nd April, 2019 (enclosed).

5. DECLARATIONS OF INTEREST

To receive any declarations of interest.

6. SERVICE DELIVERY PLANS*

To Consider the following:-

- a. **Corporate Services** - Draft 2019/20 Corporate Service Plan, Organisational Risk Register and Annual Summary (enclosed);
- b. **Community Services** - Draft 2018/19 Community Services Plan and Annual Summary (to follow).

**ITEMS CIRCULATED
FOR INFORMATION ONLY**

7. To consider the following items which are circulated for information only:

- a. **Other Initiatives** – to receive any oral update/progress report in connection with
 - i) Public Conveniences,
 - ii) Co-location of Council Facilities,
 - iii) Capital Works Update.

8. URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN

EXCLUSION OF PRESS & PUBLIC

9. 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 & Public be excluded from the Meeting for the following item(s) of business.

**CONFIDENTIAL ITEMS FOR
RECOMMENDATION TO COUNCIL**

10. WORKS DEPARTMENT - STAFFING

(CONFIDENTIAL – by virtue of relating to personnel matters)

To consider the report of the General Manager & Town Clerk in respect of the above (to follow).

**CONFIDENTIAL ITEMS CIRCULATED
FOR INFORMATION ONLY**

11. MAJOR PROJECTS

(CONFIDENTIAL – by virtue of relating to the financial or business affairs of persons other than the Council or information of a commercially sensitive nature)

- a. **Guildhall Gateway Centre Project** – Confidential Progress Report, 1st Quarter 2019 (enclosed);

b. Tavistock Townscape Heritage Initiative Scheme -
Confidential Progress Report, 1st Quarter 2019 (enclosed).

Re-admission of the Press & Public

Councillors are reminded that:-

- If a matter has not been specified on the Agenda, no formally binding decision can be taken upon it.
- All Members of Council may attend the Full Meetings of Council, Committees and Consultative Groups and speak (but not vote) with the consent of the Chairman.

*Note – if Members of the Committee have any questions requiring detailed commentary or investigation they are requested to forward them in advance of the Meeting in order that an informed response can be made.

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.