



Tavistock Town Council

Working for the local community

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COUNCIL SUMMONS

You are hereby summoned to attend the
ANNUAL MEETING of the **TAVISTOCK TOWN COUNCIL**
to be held on **TUESDAY** the **10th** of **MAY, 2022** at **6.00pm**
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. Any recommended hygiene measures are expected to be followed. Please also note that for washroom facilities please use the adjoining Guildhall Car Park Public Conveniences.

NOTE – Prior to the commencement of the Meeting there will be opportunity at:

5.45pm for

- a) Quiet Reflection - those who wish to do so may prepare themselves for the Meeting by a few moments of Quiet Reflection led by Reverend Sean Brassil of St Andrew's Church, Whitchurch, Tavistock
- b) To receive a welcome from the Retiring Mayor
- c) The Mayor, Councillor Andy Hutton, will present a cheque to a representative of his chosen charity, The Mary Budding Trust, in respect of funds raised during his Mayoral year

COMMENCEMENT OF THE MEETING – THE FOLLOWING BUSINESS IS PROPOSED TO BE TRANSACTED

1. TO ELECT THE TOWN MAYOR FOR THE ENSUING CIVIC YEAR

To elect the Mayor of Tavistock Town Council for the 2022-23 Civic Year.

- 2. TO ELECT THE DEPUTY TOWN MAYOR FOR THE ENSUING CIVIC YEAR**
To elect the Deputy Mayor of Tavistock Town Council for the 2022-23 Civic Year.
- 3. APOLOGIES FOR ABSENCE**
To receive any apologies for absence.
- 4. DECLARATIONS OF INTEREST**
To receive any Declarations of Interest.
- 5. CONFIRMATION OF MINUTES**
To confirm the Minutes of the Meeting of Tavistock Town Council held on 12th April, 2022 (enclosed).
- 6. OTHER MATTERS TO BE CONSIDERED AT THE ANNUAL MEETING**
 - a. Order of Business**
To consider the suspension of Standing Order Nos. 5(j) (iv)-(vi), (viii)-(x) and (xiii) - (xx) to enable the following business to be transacted.
- 7. MAYOR'S EXPENSES**
To consider the payment of an allowance of £2,000 to the Town Mayor to defray the expenses attached to this Office in pursuance of Section 15(5) of the Local Government Act 1972.
- 8. APPOINTMENT OF COMMITTEES & CONSULTATIVE GROUPS**
To consider the appointment of Committees and Consultative Groups and make such appointments as are required (enclosed).
- 9. PROGRAMME OF MEETINGS**
To receive and adopt the Programme of Meetings for the 2022-2023 Civic Year (as reviewed by Council at its Meetings on 30th November, 2021 and 12th April, 2022) (enclosed).
- 10. APPOINTMENT OF REPRESENTATIVES TO CHARITIES AND OTHER BODIES**
To consider adopting the Appointments shown (enclosed) and make such further appointments as are required.
- 11. GENERAL POWER OF COMPETENCE**
Having met the criteria for eligibility for the General Power of Competence (GPC) relating to the Electoral Mandate (66%), and the relevant training of the Clerk, to re-adopt the General Power of Competence.
- 12. RECORD OF ATTENDANCES**
To note the record of attendances at Meetings held between May 2021 and May 2022 (enclosed).

13. RESIGNATION

To note former Councillor Mrs G Parker's resignation from Tavistock Town Council, and to consider the arrangements for a by-election/co-option including whether, in the event of an election, poll cards should be issued.

COUNCIL MEMBERSHIP

Councillor A Hutton (Retiring Mayor)
Councillors Ms L Crawford, J Ellis, Ms T Eperon, Ms M Ewings, A Fey,
Mrs A Johnson, A Lewis, Mrs U Mann, J Moody, B Smith, H Smith, P Squire,
A Venning, P Ward and P Williamson.

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TOWN CLERK

Date 4th May, 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