



26th March 2015

Dear Councillor

I hereby give you notice that a Meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** will be held at the Council Chamber, Drake Road, Tavistock on **TUESDAY 7<sup>th</sup> APRIL, 2015** at **7:00pm** or upon the rising of the Properties Committee Meeting, whichever is the later.

Yours faithfully

Carl Hearn  
Town Clerk

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## **MEMBERSHIP OF THE COMMITTEE**

Councillor Mrs A Johnson (Chairman)  
Councillor P Sanders (Vice Chairman)

Councillors D Eberlie, A Fleet, Mrs J Metcalf, J Moody, J Sheldon,  
D Whitcomb

Councillor H Smith (Mayor)  
Councillor Mrs S Bailey (Deputy Mayor)

Councillor Mrs M Ewings (Chairman - Properties Committee)

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## **AGENDA**

### **1. APOLOGIES FOR ABSENCE**

To receive any apologies for absence

### **2. DECLARATIONS OF INTEREST**

To receive disclosures of unregistered other interests from Councillors on matters to be considered at the meeting. The disclosure shall include the nature of the interest. If you become aware, during the course of a

meeting, of an interest that has not been disclosed under this item, you must immediately disclose it. Under the Code of Conduct Councillors with an interest – whether or not it is a disclosable pecuniary interest, or other interest, must leave the room for the duration of consideration of the item to which the interest relates.

### **3. CONFIRMATION OF MINUTES**

- a) To confirm the Minutes of the Meeting of the Finance and General Purposes Committee held on Tuesday 24<sup>th</sup> February, 2015 as a correct record (previously circulated)
- b) Matters arising – to review the Action Log for the Finance and General Purposes Committee (circulated separately)

### **4. MEETING OF THE PROPERTIES COMMITTEE HELD EARLIER THAT EVENING**

The Chairman of the Properties Committee to report on any recommendations with a financial implication

### **5. GENERAL FINANCE**

- a) **Schedule of Payments** – to consider the monthly accounts, as at 28<sup>th</sup> February, 2015 for submission to the next Council Meeting (a Schedule of all payments is enclosed)
- b) **Budget Monitoring Report** – to consider the phased Budget Monitoring Report as at 28<sup>th</sup> February, 2015 (enclosed)

NOTE – should Members have any detailed questions concerning any payments or other financial matters they should be passed to the Internal Auditor or the General Office well in advance of the Meeting in order that enquiries may be undertaken and an informed response prepared.

### **6. TOWNSCAPE HERITAGE INITIATIVE**

To receive an update report in connection with the progress of the scheme and operation of Council as 'Accountable Body' (enclosed). Please note the THI Project Manager will be in attendance.

### **7. COMMUNICATIONS & MEDIA POLICY**

Report enclosed.

### **8. ITEM INCLUDED ON THE AGENDA AT THE REQUEST OF A COUNCILLOR**

To consider the following item included on the Agenda at the request of Councillor J Sheldon;

Recording of Meetings – Request by Councillor John Sheldon (enclosed)

### **9. ITEMS FOR INFORMATION**

To note the following matters which are circulated for information only:-  
a) Report of the Assistant to the Town Clerk (enclosed);

- b) Chamber of Commerce – Minutes of the Annual General Meeting held on 2<sup>nd</sup> February, 2015 and General Meeting held on 2<sup>nd</sup> March, 2015 (enclosed);
- c) Tavistock Matters - Notes of the Meeting held on 23<sup>rd</sup> February, 2015 (enclosed);
- d) DALC Larger Councils' Committee – Minutes of the Meeting held on the 12<sup>th</sup> February, 2015 (enclosed);
- e) Tavistock Museum – Annual Report Spring 2015 (enclosed)
- f) Items for future Agendas – to make suggestions to the Borough Council regarding proposed Agenda items for future meetings of the :-
  - i. Southern Link Parishes Committee,
  - ii. West Devon/Tavistock Consultative Group.
- g) Any update from or questions to Council representatives serving on other outside bodies in connection with the work of those bodies.

**10. URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN**

Matters which the Chairman decides are urgent and the reasons relating thereto.

**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/Public be excluded from the Meeting for the following item(s) of business

**12. DEBTORS**

**(CONFIDENTIAL)** by virtue of relating to commercially sensitive information)

**13. BAR STOCK AUDIT REPORT**

**(CONFIDENTIAL)** by virtue of relating to commercially sensitive information)

Stock Report dated 24th March 2015 (enclosed).

Please note a new Stock Auditor has been appointed.

Councillors are reminded that if a matter has not been specified on the Agenda no formally binding decision can be taken on it.

**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.

