



2<sup>nd</sup> July 2014

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 8<sup>th</sup> JULY 2014** 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 27<sup>th</sup> May 2014 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 30th May 2014, 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 30th May 2014 (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.

- c) **Members Allowances** – to note any outcome of deliberations by the Independent Remuneration Panel of West Devon Borough Council and to decide how to proceed.
- d) **Local Government Pension Scheme Discretions** – to agree a Policy in connection with the foregoing (report enclosed)

### **6. GUILDHALL & FORWARD PLANNING POLICY AND PROGRAMME SUB-COMMITTEE**

- a) To consider the Minutes of the Meeting of the Forward Planning, Policy & Programme Sub-Committee held on 19<sup>th</sup> June 2014 (enclosed)
- b) To consider the Report arising from consideration of (a) above (enclosed). Note the Properties Committee will previously have considered Property related aspects.

**Note** in accordance with the Code of Conduct and proper commercial practice any discussion regarding negotiations for the acquisition of the

premises shall take place under the provisions of Agenda Item 10 below and not in open session.

## **7. REQUESTS/OTHER ITEMS REQUIRING A DECISION**

To consider the following items requiring a decision:-

- a) '**Destination Okehampton**' – to consider the report of Councillor B Trew (enclosed).

**Note** - Members are also requested to view the following update in connection with the Tavistock- Bere Alston Railway and Cycle Route where a report will shortly be posted to be considered by the Cabinet of Devon County Council at its meeting on 9<sup>th</sup> July, 2014.

[http://www.devon.gov.uk/index/councildemocracy/decision\\_making/cma/index\\_exc.htm](http://www.devon.gov.uk/index/councildemocracy/decision_making/cma/index_exc.htm)

- b) **Council ICT Infrastructure** – to consider the report of the General Manager (enclosed)
- c) **Tavistock Heritage Festival** – to report any application received
- d) **Town and Parish Councils** – Charter for Member Development – to consider an opportunity to pilot the recently approved National Association of Local Councils (report enclosed)

## **8. ITEMS FOR INFORMATION**

To note the following matters which are circulated for information only:-

- a) Strategic Leisure Review - to consider any non - Properties Committee related matters arising from the Borough Council soft market testing exercise (please refer to documents circulated with the Properties Committee Agenda)
- b) Industrial Action – to note anticipated industrial action scheduled for 10<sup>th</sup> July, 2014
- c) Report of the Assistant to the Town Clerk (enclosed),
- d) DALC Newsletter – July, 2014 (enclosed)
- e) Tavistock Townscape Heritage Partnership – Minutes of the Meeting held on 13<sup>th</sup> March, 2014 (enclosed)
- f) 'Delivering Differently' – any oral update,
- g) Chamber of Commerce – Minutes of the Annual General Meeting held on the 12th May 2014, and Minutes from monthly Meeting held on the 2nd June 2014 (enclosed),
- h) Tavistock Business Improvement District – Minutes of the Meeting held on 22<sup>nd</sup> May, 2014 (enclosed)
- i) Tavistock Matters – Notes from the Meeting held on the 12th May 2014 (enclosed),
- j) 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.

k) Any update from or questions to Council representatives serving on other outside bodies in connection with the work of those bodies.

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

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

**10. 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

**11. TOWN HALL BAR STOCK AUDIT**

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

Reports of the 11<sup>th</sup> March and 11<sup>th</sup> July 2014 (enclosed)

**12. DEBTORS**

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

Report enclosed

**13. GUILDHALL**

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

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