



2nd April 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 8th April 2014** at **7:00pm** or upon the rising of the Properties Committee Meeting, whichever is the later.

Yours faithfully

Carl Hearn
Town Clerk

MEMBERSHIP OF THE COMMITTEE

Councillor Mrs A Johnson (Chairman)
Councillor Mrs M Ewings (Vice Chairman)
Councillors D Eberlie, A Fleet, Mrs J Metcalf, J Moody, P Sanders, D Whitcomb,

Councillor H Smith (Mayor) Councillor J Sheldon (Deputy Mayor)

Councillor Mrs S Bailey (Chairman Properties Committee)

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 25th February 2014 as a correct record (previously circulated)
- b) Matters arising – to review the Action Log for the Finance and General Purposes Committee (previously circulated)

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 28th February 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 28th February 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.

6. TOWNSCAPE HERITAGE INITIATIVE SCHEME

Report enclosed (Note - the Council Property aspects of this proposal are subject to consideration and recommendation by the Properties Committee).

7. REQUESTS/OTHER ITEMS REQUIRING A DECISION

To consider the following items requiring a decision:-

- a) **Calendar of Meetings 2014-15** – to consider and endorse, in principle, the Tavistock Town Council Calendar of Meetings 2014-15 (enclosed).
- b) **Service Plans** – to consider and endorse the following Service Plans for adoption by Council as a basis for the delivery of Council Services 2014-15 together with accompanying updates on progress against the previous year:
 - i. Corporate (enclosed),
 - ii. Administration (enclosed).

- c) **Village Hall Wi-Fi** included on the Agenda at the request of Councillor J Sheldon, namely:-
"That Tavistock Town Council hold TAP funding (£1500) granted to and applied for by Tavistock Town Council that will benefit surrounding Parishes as per the TAP Funding Rules, that payments will be made on proof of expenditure by the said Parishes to the appropriate Parish Councils"
- d) **Tavistock Heritage Festival** – request to act as guarantor for up to £5,000 (correspondence enclosed).

8. 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) Tavistock Townscape Heritage Partnership – Minutes of the Meeting held on 16th January, 2014 (enclosed),
- c) Town Team – Minutes of the Meeting held on 5th February (enclosed),
- d) Devon Association of Local Councils – Larger Councils' Group, Minutes of the Meeting held on 13th February, 2014 (enclosed),
- e) Tavistock BID Company – Minutes of the Meetings held on the 20th February and 20th March 2014 (enclosed),
- f) Chamber of Commerce – Minutes of the Meeting held on the 3rd March 2014 (enclosed),
- g) Southern Parishes Link Committee – Minutes of the Meeting held on 6th March, 2014,
- h) Tavistock Area Children and Young Peoples Hub – Notice of Networking Session and Funding Workshop – 24th April 4.30pm – 6.30pm,
- i) Superfast Broadband update (enclosed),
- j) Complaints update,
- k) 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.
- l) 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. DEBTORS

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

Report enclosed

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