



QUALITY
TOWN
COUNCIL

Town Council Offices
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18th February 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 24th FEBRUARY, 2015** 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 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)

Note – immediately prior to the Meeting there will be an opportunity to receive a short presentation from Ms K Royston in connection with the progress of the emerging Economic Blueprint for the Town.

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 13th January, 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 31st December, 2014 and 31st January, 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 31st December, 2014 and 31st January, 2015 (enclosed)
- c) **Year End Carry Forwards**
To endorse that:
 - i) any capital works budgets presently in year, and not completed prior to year end, be carried forward to the next Financial Year;
 - ii) any surplus in the Council ICT budget (4045) at year end be carried forward to the next financial year.

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. FORWARD PLANNING, POLICY & PROGRAMME SUB-COMMITTEE

To consider the Minutes of the Meeting of the Forward Planning, Policy and Programme Sub-Committee held on Monday 16th February, 2015 (enclosed)

7. ITEMS REQUIRING A DECISION

- a. Standing Order Revision Working Party
To consider the Notes of the Meeting held on 17th February, 2015 (enclosed)
- b. S106 Monies - to consider a request for Tavistock Town Council's endorsement for two grants - Youth Café (£10,000) and Uskate (£4,500) from S106 Funds (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 Goose Fair, 2014 – Outturn Report (enclosed)
- c) Chamber of Commerce – Minutes of the Annual General Meeting held on 3rd February, 2014 and the Minutes of the Meeting held on 5th January, 2015 (enclosed);
- d) Destination Okehampton – Minutes of the Meeting held on the 18th December, 2014 (enclosed);
- e) Tavistock Town Team – Minutes of the Meetings held on 15th October, 2014 and 21st January, 2015 (enclosed);
- f) NALC Larger Councils' Committee – Minutes of the Meeting held on the 20th January, 2015 (enclosed);
- g) 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.
- h) 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)

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.