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10<sup>th</sup> April 2017

## **COUNCIL MEETING**

You are hereby summoned to attend a Meeting of the  
**TAVISTOCK TOWN COUNCIL**  
to be held at the Council Chamber, Drake Road, Tavistock  
on **TUESDAY 18<sup>th</sup> APRIL, 2017** at **6.45pm**

**Note:-** Prior to the Commencement of the Meeting there will be an opportunity at:-

**6.30pm** for Members and the Public:-

### **QUIET REFLECTION**

Those who wish to do so may prepare themselves for the Meeting by a few moments of quiet reflection led by Reverend Pam Stranks of Tavistock Methodist Church

### **POLICE REPORT**

The local Police to make a report to the Council

### **BOROUGH COUNCIL REPORT**

No West Devon Borough Councillor is available to make a report to the Council at this time.

### **PUBLIC QUESTION TIME**

Members of the Public to ask questions of the Council

## **COMMENCEMENT OF THE MEETING -**

### **THE FOLLOWING BUSINESS IS PROPOSED TO BE TRANSACTED**

#### **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 a Member becomes aware, during the course of a Meeting, of an interest that has not been disclosed under this item they must immediately disclose it.

Under the Code of Conduct Councillors with a registerable interest must leave the room for the duration of consideration of the item to which the interest relates. Those with a 'other' interest must apply the tests set out in the Code of Conduct as to whether or not there are circumstances that might enable them to remain.

### **3 MINUTES OF COUNCIL MEETINGS**

- a) To confirm the Minutes of the Meeting of Tavistock Town Council held on Tuesday 7<sup>th</sup> March, 2017 (enclosed)
- b) Matters arising

### **ITEMS REQUIRING A DECISION**

### **4 GENERAL FINANCE**

- a) **Schedule of Payments** – to consider and endorse the monthly accounts, as at 28<sup>th</sup> February, 2017 (schedule of all payments enclosed)
- b) **Budget Monitoring Report** – to consider and endorse the phased Budget Monitoring Report as 28<sup>th</sup> February, 2017 (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

### **5 BUDGET & POLICY SUB-COMMITTEE**

To consider the Minutes of the Meeting of the Budget & Policy Sub-Committee held on 11<sup>th</sup> April, 2017 (to follow).

Note -

- i) Members are requested to bring to the Meeting the Agenda and associated documents relating to the foregoing Meeting including those connected with the informal Meeting of Council to consider the Guildhall Project at the mid-term review stage;
- ii) Should further deliberations be required on any of the matters arising as appertain to matters subject to the exclusion of the press and public addressed at the above Meeting it will be necessary to take same in the equivalent section of this Agenda.

### **6 PLANS COMMITTEE**

To receive and consider the Minutes of the Meetings of the Plans Committee held on;

- a) Plans Committee – 14<sup>th</sup> March, 2017 (previously circulated)
- b) Plans Committee – 4<sup>th</sup> April, 2017 (enclosed)

## **ITEMS CIRCULATED FOR INFORMATION ONLY**

The following items are circulated for information only:-

### **7 SERVICE REPORTS**

To receive, for information, the following Service Reports:-

- i. General Manager (enclosed);
- ii. Works Department (enclosed);
- iii. Town Hall (enclosed);
- iv. Pannier Market (enclosed).

### **8 FINANCE & OTHER MATTERS**

To receive, for information, the following:-

- a) Goose Fair Fee Setting Meeting – Notes of the Meeting held on 16<sup>th</sup> March, 2017 (enclosed)
- b) Report of the Assistant to the Town Clerk (enclosed);
- c) THI Project Management Board – Notes of the Meeting held on 28<sup>th</sup> February, 2017 (enclosed);
- d) Tavistock Business Improvement District – Minutes of the Meeting held on 15<sup>th</sup> February, 2017 (enclosed);
- e) Tavistock Heritage Consultative Forum – Notes of the Meeting held on the 23<sup>rd</sup> March, 2017 (enclosed);
- f) Tavistock Museum Charitable Trust – Minutes of the Trustees' Meeting held on 2<sup>nd</sup> March, 2017 and the Museum Annual Report (enclosed)
- g) Southern Parish Links Committee – Notes of the Meeting held on the 16<sup>th</sup> March, 2017 and the DCC Locality Lead Officer Report (enclosed)
- h) Any update from or questions to Council representatives serving on other outside bodies in connection with the work of those bodies.

### **9 TO RECEIVE SUCH COMMUNICATIONS OR REPORTS AS MAY BE SUBMITTED BY THE TOWN MAYOR**

### **10 URGENT MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE TOWN MAYOR**

### **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 and Public be excluded from the Meeting for the following items of business.

## **CONFIDENTIAL ITEMS REQUIRING A DECISION**

### **12 PROPERTY & FINANCE MATTERS**

(**CONFIDENTIAL** by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council)

- i) **Budget & Policy Sub-Committee (Meeting held on 11<sup>th</sup> April (Cont'd))**
- ii) **Pannier Market – To Consider and as/if necessary Determine Tender Outcomes in Connection with the Above**  
(Briefing Note to follow)
- iii) **Bannawell – To determine request for Easement**  
(Briefing Note to follow)
- iv) **Debtors**  
Report (enclosed)
- v) **Town Hall Bar Stock Audit**  
Report (enclosed)

Re-admission of the Press & Public.

**13 TO ORDER THAT THE SEAL BE AFFIXED TO THE FOREGOING ACTS AND PROCEEDINGS AND TO ALL DEEDS AND DOCUMENTS NECESSARY TO GIVE EFFECT THERETO**

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

**COUNCIL MEMBERSHIP**

Councillor Mrs M Ewings (Mayor)  
Councillor P Sanders (Deputy Mayor)

Councillors T Gibbins, Mrs A Johnson, A Lewis, J Moody, P Palfrey, Mrs L Roberts, C Rogers, E Sanders, J Sheldon, H Smith, P Squire, A Venning, P Ward, Mrs J Whitcomb, P Williamson

**Town Clerk.....**

10<sup>th</sup> April, 2017

**USE OF TELEVISED & SOUND RECORDINGS  
AT COUNCIL & COMMITTEE MEETINGS**

The open proceedings of this Meeting will be filmed and audio recorded.

The cameras are focused on the area in the Council Chamber where Councillors and Officers sit. However, they may also capture part images of those who stand or sit in some front parts of the public area.

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 [office@tavistock.gov.uk](mailto:office@tavistock.gov.uk)

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.