



Town Council Offices
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17th January, 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 24th JANUARY, 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 Father John Greatbatch, Our Lady of the Assumption Roman Catholic Church, Tavistock.

POLICE REPORT

The local Police to make a report to the Council

COUNTY COUNCILLOR REPORT

The Devon County Councillor to make a report to the Council

BOROUGH COUNCIL REPORT

West Devon Borough Councillor Robert Oxborough has been invited to provide this report

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 13th December, 2016 (enclosed)
- b) Matters arising

ITEMS REQUIRING A DECISION

4 GENERAL FINANCE

- a) **Schedule of Payments** – to consider and endorse the monthly accounts, as at 30th November, 2016 (schedule of all payments enclosed).
- b) **Budget Monitoring Report** – to consider and endorse the phased Budget Monitoring Report as at 30th November, 2016 (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 PLANS COMMITTEE

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

- a) Plans Committee – 10th January, 2017 (enclosed)

ITEMS CIRCULATED FOR INFORMATION ONLY

The following items are circulated for information only:-

6 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).

7 FINANCE & OTHER MATTERS

To receive, for information, the following:-

- a) Southern Parishes Link – Minutes of the Meeting held on the 1st December, 2016 (enclosed);

- b) Destination Okehampton – Minutes of the Meeting held on the 5th January, 2017 (enclosed)
- c) Report of the Assistant to the Town Clerk (enclosed);
- d) THI – Report of the Project Manager (enclosed)
- e) Guildhall – to report any update
- f) Tavistock BID Co – Minutes of the Meeting held on 16th November, 2016 (enclosed)
- g) Chamber of Commerce – Minutes of Meetings are not presently being received – Council may wish to receive an update under (h) below;
- h) Any update from or questions to Council representatives serving on other outside bodies in connection with the work of those bodies.

8 TO RECEIVE SUCH COMMUNICATIONS OR REPORTS AS MAY BE SUBMITTED BY THE TOWN MAYOR

9 URGENT MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE TOWN MAYOR

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

CONFIDENTIAL ITEMS REQUIRING A DECISION

11 PROPERTY & FINANCE MATTERS

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

- i) **Meadowlands**
To agree or refuse a request from West Devon Borough Council for an extension of time in relation to the temporary licence previously granted (Minute No 153(a) refers).
- ii) **Assignment**
To consider/determine a request for an assignment of a Lease (to be circulated at the Meeting).
- iii) **Debtors**
Report (enclosed)
- iv) **Town Hall Stock Audit**
Report (enclosed)

Re-admission of the Press & Public.

12 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.....

17th January, 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

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.