

**Tavistock Town Council**

***Working for the local community***

Town Council Offices

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11th December 2017

Dear Councillor

I hereby give you notice that a Meeting of the **BUDGET & POLICY**

**COMMITTEE** will be held at the **Council Chamber, Drake Road, Tavistock** on **TUESDAY 19th DECEMBER, 2017** at **6.30pm**.

Yours sincerely

Carl Hearn

**Town Clerk**

### MEMBERSHIP OF THE COMMITTEE

Councillor P Sanders (Mayor),

Councillor P Ward (Deputy Mayor)

Immediate Past Mayor – Councillor Mrs M Ewings

Councillors Mrs A Johnson, P Palfrey, H Smith and P Williamson.

**AGENDA**

1. **APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

1. **CONFIRMATION OF MINUTES**

To confirm the Minutes of the Meeting of the Budget and Policy Committee held on 14th November, 2017 (previously circulated).

1. **DECLARATIONS OF INTEREST**

To receive any declarations of interest.

**ITEMS FOR RECOMMENDATION TO COUNCIL**

1. **APPLICATIONS FOR FINANCIAL ASSISTANCE 2017/18**

To consider making recommendations in respect of applications for financial assistance to be awarded in the 2018/19 financial year submitted to the Council from:

1. Tavistock Swimming Club £ 2,000
2. Tavistock Edge £ 1,300
3. Junior Life Skills £ No amount specified
4. Tav. & District Local Transport £ 3,500
5. The Dartmoor Society £ 4,000
6. Tavistock Musical Theatre Co. £ 1,000
7. T,N,M,WD Citizen’s Advice Bureau £ 4,000
8. Son Rise Specials Trust £ 1,200
9. New Tavistock Youth Café £ 5,000
10. West Devon Art Workshops CIC £ 520
11. Libraries Unlimited South West £ 2,000
12. Tavonians Theatre Company £ 400
13. Tavistock Lions Club £ 2,000
14. Tavistock Festival CIO up to £ 1,000

NOTE a Schedule of Grant Applications has previously been circulated to Members of the Committee who are requested to bring them to the Meeting. In view of the size of these other Members who wish to view any particular application(s) may do so by inspecting a copy at the Town Council Offices during normal working hours.

1. **COUNCIL BUDGET & PRECEPT 2018-2019**

To consider recommending the Budget for 2018-19 based upon the outcome of previous deliberations (copy ‘Budget Summary’ incorporating the previous recommendations of the Committee as endorsed by Council enclosed together with ‘Budget by Combined Account Code’ and ‘Fixed Aset Register’) and associated Precept and Council Tax increase in the amount of 9.5% per Band D equivalent property.

1. **GUILDHALL GATEWAY CENTRE**

To consider

* + - 1. any outcome of the Round 2 Application to Heritage Lottery Fund and, as appropriate:
      2. any views of the Internal Auditor to the Council regarding the financial implications of the proposal;
      3. recommend to Council how to proceed in relation the Tests and Targets set for Tavistock Town Council and Tavistock Heritage Trust (Minute No 74 refers – copy enclosed)

1. **COST RECOVERY**

To consider a request from Councillor Mrs A Johnson that the Committee gives consideration to the approach to be adopted in relation to cost recovery when delivering Council events and when providing services to other organisatons.

**ITEMS FOR INFORMATION ONLY**

1. **CAPACITY/STAFFING**

To consider a briefing note in relation to capacity issues (enclosed).

1. **BUTCHERS’ HALL UPDATE**

To consider the report of the Market Development Officer (enclosed).

1. **NEIGHBOURHOOD DEVELOPMENT PLAN**

To consider any oral update from the Members appointed to lead in connection with the preparation of a Neighbourhood Development Plan for Tavistock.

1. **URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN**
2. **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.

**CONFIDENTIAL ITEMS FOR**

**RECOMMENDATION TO COUNCIL**

1. **LEGAL & PROPERTY MATTERS**

**(CONFIDENTIAL** by virtue of relating to information of a commercially sensitive nature and/or legal proceedings)

To consider the following:-

* + - 1. **Long Leases**

To receive an update on outstanding legal matters and consider a request from a tenant regarding a restriction of title.

* + - 1. **Tavistock Tennis Club\***

To reconsider the above matter as referred back by Council at the Meeting held on 28th November 2017 (copy updated correspondence enclosed incorporating commentary from the tenant) – a further update will be provided as/if available at the Meeting.

Re-admission of the Press & Public

Councillors are reminded that:-

* If Members have any questions requiring detailed commentary or investigation in connection with the matters listed above they are requested to forward them in advance of the Meeting in order that an informed response can be made;
* \* Members are requested to bring with them, to the Meeting, the associated papers submitted to the last Meeting of the Committee (14th November, 2017);
* If a matter has not been specified on the Agenda, no formally binding decision can be taken upon it;
* All Members of Council may attend the Full Meetings of Council and Committees and speak (but not vote) with the consent of the Chairman.

**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 they are entitled to attend are permitted and anyone wishing to do so is asked to inform the Chairman of the respective Meeting of their intention to record proceedings.