

## **AGENDA ITEM NO. 7**

### **TAVISTOCK TOWN COUNCIL**

### **BUDGET & POLICY COMMITTEE**

**16<sup>TH</sup> JULY 2018**

### **REVIEW OF TAVISTOCK TOWN COUNCIL'S GRANTS POLICY**

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#### **1. INTRODUCTION**

- 1.1 At the Budget & Policy Committee Meeting held on 13<sup>th</sup> March 2018, a Member provided a briefing note outlining his ideas of how the Town Council's Grants Policy could be amended to make the process more transparent and make it easier for applicants to understand the decision process, by having a more structured method of scoring the applications received.
- 1.2 Following consideration of the above briefing note, a recommendation was made that a Working Party be appointed to review Tavistock Town Council's current Grants Policy (Minute 326 refers). This recommendation was upheld at the Council Meeting held on 27<sup>th</sup> March 2018. The Working Party was to consist of the Assistant to the Town Clerk, together with Councillors Palfrey and Williamson.

#### **2. CURRENT POSITION**

- 2.1 Two members of the Working Party met to discuss how the Policy could be updated, based on the Member's suggestions. The resulting matrix and process are contained at Appendix 1 (enclosed).
- 2.2 The 'Tavistock Town Council Grants Policy and Application Form' document was also reviewed. Suggested amendments/additions are in red on the attached document (Appendix 2).

#### **3. OPTIONS**

- 3.1 To retain the current Tavistock Town Council Grants Policy
- 3.2 To adopt the suggestions made within the enclosed revision documents
- 3.3 To bring forward amendments/alternative ideas for the revision of the Grants Policy

#### **4. RECOMMENDATIONS**

- 4.1 That the amendments and new process as contained within the revision documents provided be adopted (option 3.2 above) and the amended Tavistock Town Council Grants Policy be endorsed.

**JAN SMALLACOMBE  
ASSISTANT TO THE TOWN CLERK  
JULY 2018**