

## **AGENDA ITEM No 3(a)**

**MINUTES** of the **ANNUAL MEETING** of the **TAVISTOCK TOWN COUNCIL** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY** the **20<sup>th</sup> May, 2014** at **6.45pm.**

**PRESENT** Councillor H Smith (Mayor)

Councillors Mrs S Bailey, R Eberlie, Mrs M Ewings, A Fleet, Mrs A Johnson, Mrs J Metcalf, J Moody, C Rogers, E Sanders, P Sanders, J Sellis, J Sheldon, E Sherrell, B Trew, D Whitcomb, Mrs J Whitcomb

**IN ATTENDANCE** Town Clerk, Assistant to the Town Clerk

Note – prior to the Meeting there was opportunity for quiet reflection led by Reverend Jeff Moles of Tavistock Methodist Church. The retiring Mayor also took the opportunity to express thanks and appreciation and to bid farewell to the Mayor’s Cadet for the 2013-14 Civic Year - Lance Corporal Joseph Duddridge.

### **1. ELECTION OF MAYOR**

Nominations were invited for the election of Mayor of Tavistock Town Council for the 2014-15 Civic Year.

Nominations received and taken forward were in respect of Councillor J Sheldon (proposed by Councillor A Fleet and seconded by Councillor Mrs J Whitcomb) and Councillor H Smith (proposed by Councillor J Sellis and seconded by Councillor Mrs M Ewings).

Following clarification regarding the terms of the Council’s Standing Orders, the relevant sections of Schedule 12 (Meetings and Proceedings of Local Authorities) of the Local Government Act 1972 and upon receipt of a request the voting was recorded by way of roll call.

In favour of Councillor J Sheldon

Councillors A Fleet, J Moody, E Sanders, J Sheldon, B Trew, Mrs J Whitcomb.

In favour of Councillor H Smith

Councillors Mrs S Bailey, R Eberlie, Mrs M Ewings, Mrs A Johnson, Mrs J Metcalf, C Rogers, P Sanders, J Sellis, E Sherrell, D Whitcomb, H Smith.

The voting was 11 votes to 6 with no abstentions.

RESOLVED THAT Councillor H Smith be elected Mayor of the Tavistock Town Council for 2014-15 Civic Year.

The Mayor was invested with the Chain of Office. He thanked the Council for the opportunity to represent it both in the last and next Civic Year and signed the Declaration of Acceptance of Office.

In particular he took the opportunity to thank all those individuals, organisations and groups who made the Town a special place to live, work and visit and to express his appreciation and present a gift to his Consort for her support during his Mayoral term.

The 2012-13 Mayor, Councillor Mrs A Johnson gave an oral tribute to the retiring/incoming Town Mayor, Councillor H Smith.

## **2. ELECTION OF DEPUTY MAYOR**

Nominations were invited for the election of Deputy Mayor of Tavistock Town Council for the 2014-2015 Civic Year.

Nominations were received in respect of Councillors Mrs S Bailey (proposed by Councillor R Eberlie and seconded by Councillor Mrs A Johnson) and Councillor J Sheldon (proposed by Councillor A Fleet and seconded by Councillor J Moody).

Upon receipt of a request the voting was recorded by way of roll call.

In favour of Councillor Mrs S Bailey

Councillors Mrs S Bailey, R Eberlie, Mrs M Ewings, Mrs A Johnson, Mrs J Metcalf, C Rogers, J Sellis, E Sherrell, D Whitcomb.

In favour of Councillor J Sheldon

Councillors A Fleet, J Moody, E Sanders, P Sanders, J Sheldon, B Trew, Mrs J Whitcomb, H Smith.

The voting was 9 votes to 8 with no abstentions:-

RESOLVED THAT Councillor Mrs S Bailey be elected Deputy Mayor of the Tavistock Town Council for 2014-15 Civic Year.

The Deputy Mayor was invested with the Medallion of Office. Councillor Mrs Bailey signed the Declaration of Acceptance of Office and thanked the Council for the honour of being elected as Deputy Town Mayor for the 2014-2015 Civic Year.

**3. APOLOGIES FOR ABSENCE**

There were no apologies for absence – all Members of Council were present.

**4. DECLARATIONS OF INTEREST**

The Mayor, Councillor H Smith declared an interest in Minute No. 6 below by virtue of holding the Office of Mayor.

**5. CONFIRMATION OF MINUTES**

RESOLVED THAT subject to the amendment of the words “400(a)” to “399” in Minute No. 440 the Minutes of the Meeting of the Tavistock Town Council held on Tuesday 15<sup>th</sup> April, 2014 be confirmed as a correct record and signed by the Chairman.

**6. CIVIC/CEREMONIAL EXPENSES AND THE EXPENSES OF OFFICE**

The Council considered Civic/Ceremonial Expenses and the Expenses of Office arising from which it was:-

RESOLVED THAT Tavistock Town Council endorse;

a. the payment of an allowance of £2,000 to the Town Mayor to defray the expenses attached to this Office in pursuance of Section 15 (5) of the Local Government Act 1972.

b. classifying the attendance of the Mayor and Deputy Mayor when on official business outside of the area as an approved duty in respect of travelling allowances

c. confirming that the costs of subsistence and other reasonable expenses incurred by the Deputy Mayor when representing the Council on official business shall be reclaimable on a receipted basis in respect of their own attendance.

Noted That

- i) the Mayor declared a personal and prejudicial interest in the above by virtue of the Office held and left the Meeting during consideration thereof.
- ii) In the absence of the Mayor the Chair was taken by the Deputy Mayor for consideration of the above item.

**7. APPOINTMENT OF COMMITTEES**

The Council considered a schedule outlining the proposed Membership of Committees of the Council (Appendix 1). Arising from discussion in connection with the above it was further clarified that it was the will of the Council that the Chairmen of the Properties and Finance and General Purposes Committees (who each served on the other Committee 'ex-officio') should have voting rights in that capacity.

RESOLVED THAT subject to the inclusion of the above listed amendment the identified Committees be appointed for the ensuing 2014-15 Civic Year.

**8. CALENDAR OF MEETINGS**

The Council considered a draft Calendar of Meetings for the 2014-15 Civic Year as previously endorsed, in principle, by Council at its Meeting on the 15<sup>th</sup> April 2014 (Appendix 2).

RESOLVED THAT the submitted 2014-2015 Calendar of Meetings be adopted.

**9. APPOINTMENT OF REPRESENTATIVES TO CHARITIES AND OUTSIDE BODIES**

The Council considered a report setting out the proposed appointment of Representatives to Charities and Other Bodies (Appendix 3).

RESOLVED THAT representatives be appointed to Charities and Other Bodies for the 2014-15 Civic Year as set out in the Report.

**10. GENERAL POWER OF COMPETENCE**

Having met the criteria for eligibility for the General Power of Competence relating to the electoral mandate and the relevant training of the Clerk it was:

RESOLVED THAT Tavistock Town Council re-adopt the General Power of Competence.

**11. RECORD OF ATTENDANCE**

The Council considered and noted a Schedule setting out the Record of Attendances at Meetings of the Council (Appendix 4) held during the 2013-2014 Civic Year.

**12. MAYOR'S CADET**

The Council received notification of and welcomed the Mayor's Cadet for the ensuing Civic Year, Corporal Ali Cox.

**13. COUNCIL SEAL**

RESOLVED THAT the Seal be affixed to the various deeds and documents to be made or entered into for the carrying into affect of several decisions or matters approved by the Council this day.

The Meeting closed at 7.44 p.m.

Signed \_\_\_\_\_

Dated \_\_\_\_\_