

AGENDA ITEM No

MINUTES of the Meeting of the **TAVISTOCK TOWN COUNCIL** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY** the **3rd JUNE, 2014** at **6.45 pm**

PRESENT

Councillor H Smith (Mayor)

Councillor Mrs S Bailey (Deputy Mayor)

Councillors Mrs A Johnson, Mrs J Metcalf, J Moody, C Rogers, E Sanders, P Sanders, J Sellis, J Sheldon, B Trew, D Whitcomb, Mrs J Whitcomb

IN ATTENDANCE

Town Clerk, Works Manager, Assistant to the Town Clerk

Note – prior to the Meeting there was an opportunity for quiet reflection and to receive reports from County Councillor Mrs D Sellis and updates from West Devon Borough Councillors D Whitcomb and P Sanders.

64. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors R Eberlie, Mrs M Ewings and E Sherrell.

65. DECLARATIONS OF INTEREST

There were no declarations of interest.

66. CONFIRMATION OF MINUTES

RESOLVED THAT the Minutes of the Annual Meeting of the Tavistock Town Council held on Tuesday 20th May, 2014 be confirmed as a correct record and signed by the Chairman.

67. COUNCIL FINANCE - PRESENTATION

This item had been brought forward to enable the Council's Accountant, Mr D Kemp, to present the Accounts to the Council. It was reported that the year end figures for the Financial Year 2013-14 represented a strong organisational performance and basis for delivery of a significant capital programme.

Noted That the Internal Auditor to the Council had tendered his apologies for the meeting, arising therefrom a point of clarification would be sought.

68. REPORTS OF STANDING COMMITTEES

The Council considered the following Reports of Standing Committees:-

a) Plans Committee – 23rd April, 2014

The Minutes of the Meeting of the Plans Committee held on 23rd April, 2014 (Minute Nos. 446-454 inclusive).

b) Plans Committee – 13th May, 2014

The Minutes of the Meeting of the Plans Committee held on 13th May, 2014 (Minutes Nos. 455 – 463 inclusive).

c) Plans Committee – 20th May, 2014

The Minutes of the Meeting of the Plans Committee held on 20th May, 2014 (Minute Nos 22-25 inclusive).

d) Plans Committee – 27th May, 2014

The Minutes of the Meeting of the Plans Committee held on 27th May, 2014 (Minute Nos 26-34 inclusive).

e) Plans Committee – 2nd June, 2014

The Minutes of Meeting of the Plans Committee held on 2nd June, 2014 (Minute Nos 53-59 (i) and 60-63 –inclusive).

Noted that connection with Minute No 59 (ii) it was;-

RESOLVED THAT a Special Meeting of the Plans Committee be convened to consider and discuss the design details of the proposal with the Architect.

Arising from consideration of the above:-

- particular reference was made to the benefits/drawbacks associated with development in this location, located beyond the development boundary for the Town, and the importance attached to an active and strongly supported Plans Committee.

- Councillor Mrs A Johnson declared an interest in the above item by virtue of employment and left the Meeting during consideration thereof.

f) Properties Committee – 20th May, 2014

The Minutes of the Meeting of the Properties Committee held on 20th May, 2014 (Minute Nos. 14-17 inclusive).

g) Properties Committee – 27th May, 2014

The Minutes of the Meeting of the Properties Committee held on 27th May, 2014 (Minute Nos. 35-39 inclusive).

Noted that in connection with Minute No. 39(b) the Council's Solicitors had confirmed there was no distinction to be drawn as between the purposes associated with the proposed erection of advertising boards.

h) Finance and General Purposes Committee – 20th May, 2014

The Minutes of the Meeting of the Finance and General Purposes Committee held on 20th May, 2014 (Minute Nos. 18-21 inclusive)

i) Finance and General Purposes Committee – 27th May, 2014

Subject to the deferral of Minute Nos.

- a) 45 (to the next item of business on the Agenda – Minute No 69 refers)
- b) 51-52 in view of the confidential nature of the business to be transacted;

together with the amendment of the recommendation in Minute No 48 (see below)

the Minutes of the Meeting of the Finance and General Purposes Committee held on 27th May, 2014 (Minute Nos. 40-44, 46-47 and 49-50 inclusive).

Noted That

i) Minute No 46 - New Electoral Arrangements for West Devon Borough Council

The Council considered a Presentation from the Mayor in connection with the above outlining, in particular, the

proposed Boundary changes and their anticipated impact upon warding arrangements for Tavistock Town Council.

ii) Minute No. 48 – Tavistock Heritage Festival

Following consideration of the above reference was made, in particular, to the extent of public sector grant funding already available to the applicant, that such was not included within the information submitted to the Council and the extent to which it was/was not appropriate to 'underwrite' such an event.

Arising from same it was

RESOLVED THAT the application as presently submitted be refused and the Applicant be invited to submit a formal grant application setting out in detail the reasons for the application and the amount sought.

iii) Minute No. 49 (e) Chamber of Commerce

Arising from consideration of the above the Mayor made reference to the attendance at a recent meeting hosted by Okehampton Town Council in connection with the proposed Northern Rail route.

RESOLVED THAT subject to any amendments listed above the recommendations included in the foregoing Reports of Committee Meetings be approved and the Reports be received.

69. TAVISTOCK TOWN COUNCIL FINANCIAL STATEMENTS & ANNUAL RETURN 2013-2014

The Council proceeded to consider the following as previously reviewed by the Finance and General Purposes Committee and which required determination by Council.

a) Tavistock Town Council – Financial Statements for the Year ended 31st March 2014

RESOLVED THAT

- i) the Tavistock Town Council Financial Statements for the Financial Year ended 31st March, 2014 be received and adopted as a reasonable statement of the activities of the Council;

- ii) The Mayor and Town Clerk/Responsible Financial Officer be authorised to sign same on behalf of the Council.

b) Tavistock Town Council Annual Return for the Year ended 31st March 2014.

RESOLVED THAT with regard to the Annual Return for the Year ended 31st March, 2014

- i. The Mayor and Responsible Financial Officer be authorised to sign Section 1 of the Annual Return.
- ii. The answers to the questions listed in Section 2 be as follows – questions 1-8 (Yes), question 9 (not applicable)
- iii. The Mayor and Town Clerk be authorised to sign the Annual Governance Statement reflecting the above responses.

70. PUBLIC BODIES – (ADMISSION TO MEETING) 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, it was:-

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

71. COMMITTEES (CONTINUED)

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

The Council considered the outstanding Report of the following Standing Committee held on 27th May, 2014, consideration of which had previously been deferred (Minute No. 68 refers).

a) **Finance and General Purposes Committee** (Minute Nos, 51-52).

The Minutes of the Meeting of the Finance and General Purposes Committee held on 27th May, 2014 (Minute Nos. 51-52).

RESOLVED THAT subject to any amendments listed above the recommendations included in the foregoing reports of Committee Meetings be approved and the reports be received.

Noted that

- a) Minute No. 51 - the Council was advised that, subject to appropriate format, there was not a conflict as between the Tavistock Market Charter and arrangements in respect of the Lockup Leases in the Pannier Market.

- b) Minute No. 52 - concern was expressed by a Member regarding the progress/process/timing of the handling of such matters.

The Press and Public were re admitted to the Meeting.

72. COUNCIL SEAL

RESOLVED THAT the Seal be affixed to the various Deeds and Documents to be made or entered into for the carrying into effect of those decisions or matters approved by the Council this day.

The Meeting Closed at 8.05pm

Chairman

Date

