

MINUTES of the Annual Meeting of the **TAVISTOCK TOWN COUNCIL** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY** the **22nd May, 2012** at **7.15pm**

PRESENT Councillor P Sanders (Mayor)

Councillors Mrs S Bailey, R Eberlie, Mrs M Ewings, Mrs A Johnson, Mrs J Metcalf, D Rose, Mrs L Rose, E Sanders, J Sellis, J Sheldon, E Sherrell, H Smith, A Tossell, B Trew, D Whitcomb, Mrs J Whitcomb.

IN ATTENDANCE Town Clerk, Assistant to Town Clerk

Note – Prior to the meeting there was an opportunity for quiet reflection led by Major Dawn McGarvey of the Salvation Army. The retiring Mayor also took the opportunity to express his thanks and appreciation and bid farewell to the Mayor’s Cadet for the 2011-2012 Civic Year – Lauren Bennatto.

1. ELECTION OF MAYOR

Nominations were invited for the election of Mayor of Tavistock Town Council for the 2012-2013 Civic Year.

A nomination was received in respect of Councillor Mrs A Johnson (proposed by Councillor P Sanders and seconded by Councillor E Sherrell).

RESOLVED THAT Councillor Mrs A Johnson be elected Mayor of the Tavistock Town Council for the 2012-2013 Civic Year.

The Mayor was invested with the Chain of Office. She thanked the Council for the honour of being able to represent the Town during the 2012-2013 Civic Year and signed the Declaration of Acceptance of Office.

The 2010-2011 Mayor, Councillor D Whitcomb gave an oral tribute to the retiring Town Mayor, Councillor P Sanders.

2. ELECTION OF DEPUTY MAYOR

Nominations were invited for the election of Deputy Mayor of Tavistock Town Council for the 2012-2013 Civic Year.

A nomination was received in respect of Councillor H Smith (proposed by Councillor Mrs. A Johnson and seconded by Councillor Mrs. M Ewings).

RESOLVED THAT Councillor H Smith be appointed Deputy Town Mayor for the 2012-2013 Civic Year.

The Town Mayor invested the Deputy Mayor with the Medallion of Office. Councillor Smith signed the Declaration of Acceptance of Office and thanked the Council for the honour of being elected as Deputy Town Mayor for 2012-2013 Civic Year.

3. APOLOGIES FOR ABSENCE

There were no apologies for absence, all Members were present.

4. DECLARATIONS OF INTEREST

No declarations of interest were made.

5. CONFIRMATION OF MINUTES

RESOLVED THAT The Minutes of the Meeting of the Tavistock Town Council held on Tuesday 8th May, 2012 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:-

- a) Adopt a Council Civic/Ceremonial expenses budget in the sum of £5,000;
- b) Make payment of an allowance of £1,000 to the Town Mayor to defray the expenses attached to this Office in pursuance of Section 15(5) of the Local Government Act 1972;
- c) Classify 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; and
- d) Confirm that the cost 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 Items b-c above and left the meeting during consideration thereof. The Chair being taken by the Deputy Mayor (Item b refers) and outgoing Mayor, Councillor P Sanders (Item c refers); and
- ii) Councillor H Smith declared a personal and prejudicial interest in Items c-d above and left the meeting during consideration thereof.

7. APPOINTMENT OF COMMITTEES

The Council considered a Schedule outlining the proposed membership of Committees of the Council (Appendix 1).

RESOLVED THAT the identified Committees be appointed for the ensuing 2012-13 Civic Year

8. CALENDAR OF MEETINGS

The Council considered a draft Calendar of Meetings for 2012-2013 Civic Year (Appendix 2).

RESOLVED THAT subject to the amendment of the Committee cycle for meetings of the Plans Committee from a two weekly to a three weekly frequency the submitted 2012-2013 Calendar of Meetings be adopted.

Noted That - a revised calendar of meetings would be circulated to all Members

9. APPOINTMENT OF REPRESENTATIVES TO CHARITIES AND OTHER 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 as set out in the report.

10. RECORD OF ATTENDANCES

The Council considered a schedule setting out the Councillor Record of Attendances at Meetings of the Council held during the 2011-2012 Civic Year.

RESOLVED THAT subject to the amendment of the schedule to remove references to Councillor P Sanders in respect of the Plans Committee (in view of the fact that he had been unable to attend meetings by virtue of a conflict of interest with Borough Council responsibilities) the Councillor Record of Attendances be accepted and a revised copy circulated to all Councillors accordingly.

11. MAYOR'S CADET

The Council welcomed the Mayor's Cadet for the ensuing Civic Year – Corporal Callum Smith.

12. SEAL

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

The Meeting closed at 7.47 p.m.

Signed _____

Dated _____