



# Tavistock Town Council

*Working for the local community*

---

Town Council Offices  
Drake Road Tavistock  
Devon PL19 0AU  
Tel 01822 613529  
Fax 01822 618300  
E-mail: [office@tavistock.gov.uk](mailto:office@tavistock.gov.uk)  
Website [www.tavistock.gov.uk](http://www.tavistock.gov.uk)

31<sup>st</sup> December, 2019

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 7<sup>th</sup> JANUARY, 2020** at **6.30pm**.

Yours sincerely

Carl Hearn  
**Town Clerk**

---

## **MEMBERSHIP OF THE COMMITTEE**

Councillor A Hutton (Chairman),  
Councillor P Williamson (Vice Chairman)

Immediate Past Mayor – Councillor P Ward  
Councillors Ms L Crawford, Mrs M Ewings, Mrs A Johnson, H Smith.

---

## **AGENDA**

- 1. APOLOGIES FOR ABSENCE**  
To receive any apologies for absence.
- 2. CONFIRMATION OF MINUTES**  
To confirm the Minutes of the Meeting of the Budget & Policy Committee held on 19<sup>th</sup> November, 2019 (previously circulated).
- 3. DECLARATIONS OF INTEREST**  
To receive any Declarations of Interest.

**ITEMS FOR  
RECOMMENDATION TO COUNCIL**

4. **BUDGET PREPARATION & PRECEPT SETTING 2020/21**  
To consider the Report of the Town Clerk in connection with the above prepared pursuant to the last Meeting of the Committee (enclosed).
5. **MEDIUM TERM FINANCIAL STRATEGY**  
To consider the report of the Town Clerk and RFO setting out the basis upon which a MTFS might be developed (enclosed).

**URGENT ITEMS**

6. **URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN**

**EXCLUSION OF PRESS AND PUBLIC**

7. **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 and Public be excluded from the Meeting for the following item(s) of business.

**CONFIDENTIAL ITEMS FOR  
RECOMMENDATION TO COUNCIL**

8. **PUBLIC CONVENIENCES SUB-COMMITTEE**  
**(CONFIDENTIAL)** by virtue of relating to contractual, financial and/or legal matters)  
To consider the Minutes of the Meeting of the Public Conveniences Sub-Committee held on Tuesday 17<sup>th</sup> December, 2019 (enclosed).

Note – the Minutes of the Meeting are a public document, the background papers and any discussion in the Meeting and/or supporting confidential Minute are confidential.

9. **TENANCY MATTER**  
**(CONFIDENTIAL)** by virtue of relating to contractual, financial and/or legal matters affecting persons other than the Council)  
To consider the Report of the Town Clerk in connection with the above (enclosed).
10. **OBLIGATIONS IN RELATION TO MAINTENANCE/REPAIR**  
**(CONFIDENTIAL)** by virtue of relating to contractual, financial and/or legal matters affecting persons other than the Council)  
To consider the report of the Town Clerk in connection with the above (enclosed).

Re-admission of Press and Public

Councillors are reminded that:-

- 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, Committees and Consultative Groups and speak (but not vote) with the consent of the Chairman.

\*Note – if Members of the Committee have any questions requiring detailed commentary or investigation they are requested to forward them in advance of the Meeting in order that an informed response can be made.

**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.