



Tavistock Town Council

Working for the local community

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25th February 2025

Dear Councillor

I hereby give you notice that a Meeting of the **BUDGET & POLICY COMMITTEE** will be held on **TUESDAY 4th MARCH, 2025** at **6.30pm** in the **COUNCIL CHAMBER, DRAKE ROAD, TAVISTOCK.**

Should Members have any detailed questions concerning any financial matters, or the accompanying reports, they should be passed to the General Office sufficiently in advance of the Meeting in order that enquiries may be undertaken and an informed response prepared.

Yours sincerely

Carl Hearn
TOWN CLERK

MEMBERSHIP OF THE COMMITTEE

Councillor S Hipsey	Chairman & Deputy Mayor – ex officio
Councillor Mrs A Johnson	Vice Chairman

Councillor P Ward	Mayor – ex officio
Councillor A Hutton	Immediate Past Mayor - ex officio

Councillors Ms M Ewings, U Mann, R Poppe.

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 Tuesday 21st January, 2025 (previously circulated).

3. DECLARATIONS OF INTEREST

To receive any Declarations of Interest.

ITEMS FOR RECOMMENDATION TO COUNCIL

4. COUNCIL FINANCIAL POLICIES AND PROCEDURES

To consider the Report of the Town Clerk and RFO in connection with the above (enclosed).

5. INTERNAL AUDIT

To consider the Interim Audit Report for Tavistock Town Council (enclosed).

6. DRAFT CALENDAR OF MEETINGS 2025-2026

To consider, in principle and subject to formal determination at the Annual Meeting of Council in due course, and endorse the Draft Calendar of Meetings for the Civic Year 2025-26 (enclosed).

7. DEVOLUTION/REORGANISATION WORKING GROUP

To consider the Notes of the Meeting of the Devolution/ Reorganisation Working Group held on Monday 3rd March, 2025 (to follow) and make any recommendations as to next steps.

ITEMS CIRCULATED FOR INFORMATION ONLY

8. COMMUNICATIONS & ENGAGEMENT

To receive the Notes of the Communications & Engagement Working Party Meeting held on 3rd February, 2025 (enclosed).

9. GOOSE FAIR FEE SETTING MEETING

To consider the Notes of the Goose Fair Fee Setting Meeting held on 24th February, 2025 (to follow).

URGENT ITEMS

10. URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN

Matters which the Chairman decides are urgent and the reasons relating thereto. Councillors are reminded that if a matter has not been specified on the Agenda no formally binding decision can be taken on it.

EXCLUSION OF PRESS AND PUBLIC

11. 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 associated item(s) of business.

ITEMS FOR RECOMMENDATION TO COUNCIL

12. GUILDHALL/WORKS DEPARTMENT STAFFING

(**CONFIDENTIAL** - by virtue of relating to matters of a legal, financial, staffing or contractual nature and/or affecting persons other than the Council)

To consider the Report of the General Manager in connection with the above (enclosed).

13. TENANCY MATTER(S)

(**CONFIDENTIAL** - by virtue of relating to matters of a legal, financial, staffing or contractual nature and/or affecting persons other than the Council)

To receive any oral update on tenancy matters, and consider any next steps as/if necessary.

CONFIDENTIAL ITEMS FOR INFORMATION ONLY

14. MARKET ROAD PROPERTIES

(**CONFIDENTIAL** - by virtue of relating to matters of a legal, financial, staffing or contractual nature and/or affecting persons other than the Council)

To receive an oral update in connection with progress regarding the above with a view to completion ready for occupation by the end of March, 2025.

**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.