



Tavistock Town Council

Working for the local community

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23rd August 2022

Dear Councillor

I hereby give you notice that a Meeting of the **BUDGET & POLICY COMMITTEE** will be held on **TUESDAY 30th AUGUST, 2022** at **5.30pm** 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 J Ellis

Chairman & Deputy Mayor

Councillor H Smith

Vice Chairman

Councillor P Ward

Mayor - ex officio

Councillor A Hutton

Immediate Past Mayor -ex officio

Councillors Ms M Ewings, Mrs A Johnson, B 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 Tuesday 12th July, 2022 (previously circulated).

3. DECLARATIONS OF INTEREST

To receive any Declarations of Interest.

ITEMS FOR RECOMMENDATION TO COUNCIL

- 4. BUDGET PREPARATION & PRECEPT SETTING 2023/24**
To consider the report of the Town Clerk in connection with the above (enclosed)
- 5. SERVICE PLANNING 2022-23**
To consider the Service Plan for Community Services 2022-23 (report of the General Manager enclosed)
- 6. VEHICLE/EQUIPMENT**
To consider the report (to follow) of the General Manager seeking authority to dispose of the 'Box Truck' and associated alternative arrangements for a replacement.
- 7. SUSTAINABILITY & ENVIRONMENT WORKING GROUP**
To consider a review of past activity, and proposed future operating arrangements recommended by the Working Group (report enclosed)
- 8. WYNNE MAP (COPYRIGHT) – REQUEST TO LODGE WITH NATIONAL LIBRARY OF SCOTLAND**
To consider a request from Tavistock Heritage Trust in connection with the above (report enclosed).
- 9. BUS SHELTERS**
To consider the report of the General Manager in connection with the above (to follow)

ITEMS CIRCULATED FOR INFORMATION ONLY

- 10. GUILDHALL GATEWAY CENTRE PROJECT EVALUATION**
To receive, for information, the final Evaluation Report in connection with the above project (available to view at <https://www.tavistock.gov.uk/your-council/council-initiatives/guildhall-project>)
- 11. TOWN MARKETING**
To receive, for information, the reports commissioned by Tavistock Heritage Trust in connection with the above (copy
 - award of grant form,
 - accessibility report and destination audit for Tavistock; and
 - Strategic Marketing Plan for World Heritage Town
 - Tavistock Guildhall Marketing Planenclosed* (Minute No's 312 (2021-22) and 116(A)(2022-23) refer).
- 12. GUILDHALL GATEWAY CENTRE – OPERATING COSTS**
To receive, for information, a preliminary report in connection with the above project (enclosed).

ITEMS CIRCULATED FOR INFORMATION ONLY

13. MARKET ROAD UPDATE

To receive an oral update from the General Manager in connection with the above.

14. PUBLIC CONVENIENCES UPDATE

To receive an oral update from the General Manager in connection with the above.

15. 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

16. 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 CIRCULATED FOR RECOMMENDATION TO COUNCIL

17. TENANCY MATTERS

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

To receive an oral update (if applicable/available) on a Debtors matter.

CONFIDENTIAL ITEMS CIRCULATED FOR INFORMATION ONLY

18. GUILDHALL GATEWAY CENTRE ADVISORY FORUM

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

To consider the Agenda for the Meeting of the Guildhall Gateway Centre Advisory Forum to be held on Wednesday 31st August, 2022 (enclosed).

*For examples of specimen reports for other settlements see <https://www.york.gov.uk/downloads/file/1214/access-and-mobility-audit-report> (accessibility),
<https://mycouncil.oxford.gov.uk/documents/s16687/Town%20Hall%20Strategy%20Appendix%204%20FINAL.pdf> (premises)
<https://democracy.portsmouth.gov.uk/documents/s19788/Visitor%20Oeconomy%20Appendix%201%20-%20Marketing%20Strategy%202017-20.pdf> (marketing strategy)

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 which 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.

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