

**MINUTES** of the **ANNUAL MEETING** of the **TAVISTOCK TOWN COUNCIL** held in **THE COUNCIL CHAMBER, DRAKE ROAD, TAVISTOCK** on **TUESDAY 16<sup>th</sup> MAY, 2023** at **6.30pm.**

**PRESENT** Councillor P Ward (Retiring Mayor),  
Councillors Ms M Ewings, A Hutton, J Irvine,  
Mrs A Johnson, U Mann, N Martin, Mrs B Moody,  
J Moody, T Munro, B Smith, P Squire, A Venning.

**IN ATTENDANCE** Town Clerk, General Manager, Assistant to the Town Clerk

Note – prior to the meeting there was opportunity for Quiet Reflection led by the Reverend Sean Brassil of St Andrew’s Church, Whitchurch, Tavistock.

#### **1. ELECTION OF MAYOR**

Nominations were invited for the election of Mayor of Tavistock Town Council for the 2023-24 Civic Year.

A nomination was received in respect of Councillor A Hutton (proposed by Councillor P Ward and seconded by Councillor Ms M Ewings).

There being no other nominations it was:

RESOLVED THAT Councillor A Hutton be elected Mayor of Tavistock Town Council for the 2023-24 Civic Year.

The Mayor was invested with the Chain of Office by the Retiring Mayor, Councillor P Ward. The new Mayor signed the Declaration of Acceptance of Office and thanked the Council for the opportunity to represent it as Mayor for another term.

Retiring Mayoress, Mrs Jane Ward, invested the new Mayoress, Mrs Sue Hutton, with the Chain of Office.

Councillor A Hutton gave a tribute to the Retiring Town Mayor, Councillor P Ward.

The Retiring Mayor was presented with a Past Mayor’s badge by the new Mayor, and then expressed his appreciation to past and present Councillor colleagues, the Mayoress, Officers and staff for their support and

endeavours over the past Civic Year which had been marked by events of both national celebration and mourning.

## **2. ELECTION OF DEPUTY MAYOR**

Nominations were invited for the election of Deputy Mayor of Tavistock Town Council for the 2023-2024 Civic Year.

A nomination was received in respect of Councillor P Ward (proposed by Councillor U Mann and seconded by Councillor Ms M Ewings).

There being no other nominations it was:

RESOLVED THAT Councillor P Ward be elected Deputy Mayor of Tavistock Town Council for the 2023-24 Civic Year.

The Deputy Mayor was invested with the Chain of Office by the Retiring Deputy Mayor, Councillor A Hutton. The new Deputy Mayor signed the Declaration of Acceptance of Office and thanked the Council for the opportunity to represent it as Deputy Mayor for the forthcoming year.

## **3. APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillors S Hipsey and A Lewis.

## **4. DECLARATIONS OF INTEREST**

No declarations of interest were made.

## **5. CONFIRMATION OF MINUTES**

RESOLVED THAT the Minutes of the Meeting of Tavistock Town Council held on 11<sup>th</sup> April 2023, be confirmed as a correct record and signed by the Chairman (Appendix 1).

## **6. OTHER MATTERS TO BE CONSIDERED AT THE ANNUAL MEETING**

### **a) Order of Business**

In order to facilitate the conduct of the Meeting it was:

RESOLVED THAT Standing Orders Nos. 5 (j) (iv) – (vi), and (viii) – (x) and (xiii – xx) be suspended to allow the following business to be transacted.

### **b) Co-Option**

It was reported that following the recent Election;

- a vacancy existed in South East Ward; and
- a Councillor elected to the North Ward had withdrawn following the election, and prior to signing the Declaration of Acceptance of Office.

In order to expedite arrangements to secure a full Membership of the Council it was:

RESOLVED THAT a Special Meeting of Tavistock Town Council be convened on a suitable date in late June/early July to enable co-option as appropriate.

## **7. MAYOR'S EXPENSES**

The Council considered the treatment of Mayoral expenses arising from which it was:-

RESOLVED THAT Tavistock Town Council endorse the payment of an allowance of £2,000 to the Town Mayor to defray the expenses attached to this Office in pursuance of Section 15(5) of the Local Government Act 1972.

Noted That the new Mayor Declared an Interest and left the Meeting during consideration of the above, during which the Deputy Mayor took the Chair.

## **8. APPOINTMENT OF COMMITTEES & CONSULTATIVE GROUPS**

The Council considered the list of proposed appointments of Committees and Consultative Groups (Appendix 2).

Subject to the addition of Councillor B Smith to the Goose Fair Consultative Group it was:

RESOLVED THAT the Membership of Committees and other fora as set out in the appended Schedule be endorsed.

## **9. PROGRAMME OF MEETINGS**

The Council considered a draft Calendar of Meetings (Appendix 3) for the 2023-2024 Civic Year (Appendix 3).

RESOLVED THAT the submitted 2023-2024 Civic Year Calendar of Meetings be adopted, subject to the start time for Committee and Council Meetings being scheduled at 6.30pm.

## **10. 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 4).

RESOLVED THAT representatives be appointed to the Charities and Outside Bodies for the 2023-2024 Civic Year as set out in the report.

## **11. GENERAL POWER OF COMPETENCE**

Having met the criteria for eligibility for the General Power of Competence (GPC) relating to the Electoral Mandate (66%), and the relevant training of the Clerk, it was:

RESOLVED THAT Tavistock Town Council re-adopt the General Power of Competence.

**12. RECORD OF ATTENDANCES**

The record of Councillor Attendances at Meetings during the 2022 – 2023 Civic Year (Appendix 5) was noted.

The Meeting closed at 6.22pm

Chairman .....

Date .....