

**AGENDA ITEM NO. 3a**

**MINUTES** of the **ANNUAL MEETING** of the **TAVISTOCK TOWN COUNCIL** held in **THE COUNCIL CHAMBER, DRAKE ROAD, TAVISTOCK** on **TUESDAY 14<sup>th</sup> MAY, 2024** at **6.30pm.**

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

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

Note – prior to the meeting there was opportunity for Quiet Reflection led by Father Cyracius Uzochukwu of Our Lady of the Assumption and St Mary Magdalene Roman Catholic Church, Tavistock.

**1. ELECTION OF MAYOR**

Nominations were invited for the election of Mayor of Tavistock Town Council for the 2024-2025 Civic Year.

A nomination was received in respect of Councillor P Ward (proposed by Councillor A Hutton and seconded by Councillor Mrs A Johnson).

There being no other nominations it was:

RESOLVED THAT Councillor P Ward be elected Mayor of Tavistock Town Council for the 2024-2025 Civic Year.

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

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

Councillor S Hipsey gave a tribute to the Retiring Town Mayor, Councillor A Hutton.

The Retiring Mayor was presented with a Past Mayor's badge by the new Mayor, and then expressed his appreciation to Councillor colleagues, his

Mayoress, Officers and staff for their support and endeavours over the past Civic Year which he had enjoyed immensely.

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

Nominations were invited for the election of Deputy Mayor of Tavistock Town Council for the 2024-2025 Civic Year.

A nomination was received in respect of Councillor S Hipsey (proposed by Councillor A Hutton and seconded by Councillor T Munro).

There being no other nominations it was:

RESOLVED THAT Councillor S Hipsey be elected Deputy Mayor of Tavistock Town Council for the 2024-2025 Civic Year.

The Deputy Mayor was invested with the Chain of Office by the Retiring Deputy Mayor, Councillor P Ward. 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 A Lewis, J Moody and G Parker.

## **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 23<sup>rd</sup> April 2024, 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.

## **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

- a) The Mayor Declared an Interest in the above item by virtue of the Office held and left the room during consideration thereof, during which time the Deputy Mayor took the Chair;
- b) In response to a question, the Clerk undertook to bring a report to a future meeting of the Budget and Policy Committee outlining the origin of current arrangements in connection with the above.

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

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

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 2024-2025 Civic Year (Appendix 3).

RESOLVED THAT the submitted 2024-2025 Civic Year Calendar of Meetings be adopted.

**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 2024-2025 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 2023 – 2024 Civic Year was noted.

Noted That in response to a question regarding the format and composition/methodology of the Attendance Schedule, the Clerk undertook to bring a report to a future meeting of the Budget and Policy Committee to afford opportunity for change/review, as appropriate.

The Meeting closed at 7.05pm

Chairman .....

Date .....