

Buckfastleigh Town Council

The Town Hall, Bossell Road, Buckfastleigh, TQ11 0DD
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7th October 2015

To Members of Buckfastleigh Town Council.

You are hereby summoned to attend a Meeting of Buckfastleigh Town Council, to be held **on Wednesday 14th October, 2015 at 7.30 pm in Room 3, Town Hall, Buckfastleigh, for the purpose of transacting the following business.**

Members of the press and public are very welcome to attend.

Penny Clapham

Penny Clapham
Locum Clerk to the Council

AGENDA

1) PUBLIC DISCUSSION

An opportunity for members of the public to make representations, answer questions and give evidence in respect of any item of business on the agenda. The period of time designated for public participation shall not exceed 10 minutes. (Standing Orders 1e and 1f).

2) Apologies For Absence:

3) Declarations Of Interest: In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Teignbridge District Council within 28 days of the change.

4) Matters raised by the Chairman (for information)

5) District, County Councillor and Police Reports - to be received.

6) Minutes – to approve for accuracy and sign the Minutes of the full Council meeting held on the 9th September 2015.

7) Neighbourhood Planning Group - to receive an update from the working party.

8) Cycling Project - to receive the verbal report from the cross parish working party.

9) Whitecleave Quarry Working Party - Council to be updated. To agree terms of reference for the working party.

10) **Youth Services Steering Group** - Council to be updated.

FINANCE

11) **Council to agree the following:-**

- a) the hire of a locum clerk to cover agenda setting and minutes during the absence of the town clerk due to ill health. Locum fees are £15 per hour plus mileage at 45p per mile
- b) the hire of a temporary administration assistant for the above reason.
- c) the hire of the services of a financial adviser from the Devon Association of Local Councils to assist with the setting of the budget for 2016/17; fee to be advised to Council.
- d) to agree the purchase of a marquee for community use; cost to be advised to Council.

12) **Council and Town Hall Trust Finances** - to discuss the option of splitting the finances of the Council and the Town Hall.

13) **Community Composting** - to agree in principle a community composting scheme and to identify a site.

PART II

14) **Council to resolve to exclude public and press from the meeting to progress a confidential staffing issue. (Data Protection Act 1998)**

15) **To progress a confidential staffing issue.**

MEETINGS ATTENDED - REPORTS

Items for Information - The next council meeting will be on Wednesday, 11th November 2015, 7.30pm at the Town Hall