



**BUCKFASTLEIGH TOWN COUNCIL**  
**Notice is hereby given that a Town Council -**  
**Council Matters Meeting at which your attendance**  
**is summoned will be held on**  
**Wednesday 18<sup>th</sup> March 2020 at 7.30pm**  
**Room 3 Buckfastleigh Town Hall.**

**The press and public are welcome to attend**

**To Members of Buckfastleigh Town Council:**

Andy Stokes, Pam Barrett, John Bailey, Sue Clarke, Huw Cox, Pamela Forbes, Ron Fox, Darren Greep, Gwena Harman, Kate Kayley, David Patrick and Sylvee Phillips

**AGENDA**

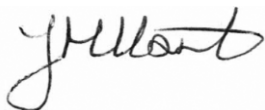
1. Apologies for absence and declaration of members' interests in accordance with the Council's Code of Conduct
2. Presentation by a representative of Teign Energy Communities
3. To approve and sign the minutes from the Council Matters meeting held on 12<sup>th</sup> February 2020 and review actions from this meeting (minutes enclosed)
4. To approve and sign the minutes from the Town Council meeting held on 26<sup>th</sup> February 2020 and review actions from this meeting (minutes enclosed)
5. Questions and comments from the public
6. Questions to District and County Councillors
7. To approve the Draft Coronavirus Contingency Plan 2020 for the operation of Buckfastleigh Town Council and Town Hall (enclosed)
8. Planning Applications for commercial sites and areas of significant development or interest – planning application 0106/20: Erection of two storey affordable dwelling at 25 Glebelands, Buckfastleigh
9. Budget Analysis Report 01.02.20 – 29.02.20 (enclosed)
10. Bank Payments Report and Bank Statement 01.02.20 – 29.02.20 (enclosed)

Buckfastleigh Town Council, Town Hall, Bossell Road, TQ11 0DD Tel: 01364 642576

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11. Review and adopt by resolution the Risk Assessment Management 2020 (enclosed)
12. Review and adopt by resolution of the Statement of Internal Control 2020 (enclosed)
13. Proposal to ring-fence budget and grant allocations from 2019/20 for expenditure in 2020/21 and review of Council reserves for resolution by Town Council subject to the end of year audit of the accounts (report enclosed)
14. Subject to Standing Order 17a) and b) Buckfastleigh Town Council acting in its capacity as custodian trustee to agree and sign by resolution the execution of documents and deeds to surrender the lease of Buckfast Village Hall, Buckfast Road, Buckfast to the Buckfast Abbey Trustees Registered
15. Chair's Announcements
16. Councillor updates relevant to this meeting
17. Items requiring Urgent Attention
18. Summary of Key Messages
19. Motion to move into a Part II (private) session to discuss an item of confidential business in accordance with Schedule 12A of the Local Government Act 1972



Judith M. Hart  
Town Clerk