



**BUCKFASTLEIGH TOWN COUNCIL**  
**Notice is hereby given that the Annual Town Council Meeting followed by a Town Council Meeting at which your attendance is summoned will be held on Wednesday 17<sup>th</sup> May 2023 at 7.00pm Room 3 Buckfastleigh Town Hall**

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

**To Members of Buckfastleigh Town Council:**

Huw Cox, John Bailey, Sue Clarke, Emma Fitzpatrick, Ron Fox, Paul Georghiades, Sylvee Phillips, and Leigh Walker-Haworth

**Annual Town Council Meeting**

**AGENDA**

1. Election of Town Mayor and Chair of the Town Council for 2023/24 and Declaration of Acceptance of Office
2. Apologies for absence, introductions, and declaration of members' interests in accordance with the Council's Code of Conduct
3. Election of Deputy Town Mayor and Deputy Chair of the Town Council for 2023/24 and Declaration of Acceptance of Office
4. Declaration of Acceptance of Office by all elected Town Councillors and to grant permission for absent Councillors to sign their Declarations in the presence of the Clerk outside of the Annual Meeting
5. Appointment of the Chair of the Finance Committee and Members of this Committee
6. Appointment of the Chair of the Tourism, Recreation and Community Development and Members of this Committee
7. Appointment of the Chair of the Personnel Committee and Members of this Committee
8. Appointment of Members to the Planning Review Group

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

[www.buckfastleigh.gov.uk](http://www.buckfastleigh.gov.uk)

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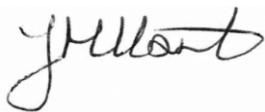
9. Review and appointment of new signatories to the Town Council bank account
10. Appointment to the following organisations:
  - 3 Councillors to the Buckfastleigh Relief in Need Charity as trustees
  - 1 Councillor to represent the Town Council at Victoria Park and swimming pool meetings
  - 1 or 2 Councillors to the new Buckfastleigh Youth Forum
  - 1 Councillor to the new Bungalow Youth Management Committee
11. To adopt the General Power of Competence having confirmed that the Town Council has met the conditions of eligibility as defined in the Localism Act 2011 S1 and S1 96S The Parish Council's (General Power of Competence) (Prescribed Conditions) Order 2012 (Appendix 1)
12. Public Question Time

## **Town Council Meeting**

### **AGENDA**

1. Apologies for absence, introductions, and declaration of members' interests in accordance with the Council's Code of Conduct
2. To approve and sign the minutes from the Town Council meeting held on 19<sup>th</sup> April 2023 and review actions from this meeting (Appendix 2)
3. Questions and comments from the public
4. Questions to District and County Councillors and comments on reports relevant to this meeting
5. To discuss the co-option of Town Councillor vacancies
6. To review and adopt the revised Members' Code of Conduct (Appendix 3)
7. To review the Buckfastleigh Police Report for April 2023
8. To consider the adoption of a new Cybersecurity policy to ensure the protection of Town Council data and personal information

9. To receive the Teignbridge Citizens Advice Buckfastleigh Outreach Activity Report January to March 2023 (Appendix 4)
10. Budget Analysis Report 01.04.23 – 30.04.23 (Appendix 5)
11. Bank Payments Report and Bank Statement 01.04.23 – 30.04.23 (Appendix 6)
12. To note the renewal of the Town Council's insurance policy (Appendix 7)
13. To receive quotes for two replacement parish notice boards (Appendix 8 to follow)
14. Chair's Announcements
15. Councillor updates relevant to this meeting
16. Items requiring Urgent Attention
17. Summary of Key Messages



Judith M. Hart  
Town Clerk