



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 22nd May 2024 at 7.00pm Room 3 Buckfastleigh Town Hall

The press and public are welcome to attend

To Members of Buckfastleigh Town Council:

Sue Clarke (Chair), John Bailey, Steven Burch, Joanna De Groot-Marzec, 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 2024/25 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 2024/25 and Declaration of Acceptance of Office
4. Appointment of the Chair of the Finance Committee and Members of this Committee
5. Appointment of the Chair of the Tourism, Recreation and Community Development and Members of this Committee
6. Appointment of the Chair of the Personnel Committee and Members of this Committee
7. Appointment of Members to the Planning Review Group
8. Review and appointment of new/existing signatories to the Town Council bank account

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

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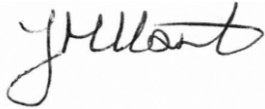
9. Appointment to the following organisations:
 - 1 Councillor to represent the Town Council at Victoria Park and swimming pool meetings
 - 1 or 2 Councillors to the Buckfastleigh Youth Forum
 - 1 Councillor to the new Bungalow Youth Management Committee
 - 1 Councillor to the Ashburton & Buckfastleigh Wellbeing Centre League of Friends
10. The General Power of Competence – to note that the Town Council has not 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 due to not meeting the criteria for the number of elected councillors (must equal or exceed two thirds of its total number of councillors)
11. To review and adopt the Town Council Treasury and Investment Policy (Appendix 1)
12. To review and adopt the Town Council Protocol for filming and recording of Local Council and Committee Meetings (Appendix 2)
13. 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 17th April 2024 and review actions from this meeting (Appendix 3)
3. To receive and note the minutes of the Finance Committee held on 24th April 2024 (Appendix 4)
4. Questions and comments from the public
5. Questions to District and County Councillors and comments on reports relevant to this meeting

6. Buckfast Village Hall update (see email circulated on 16th May 2024 for discussion)
7. Planning Applications for commercial sites and areas of significant development or interest
8. To review the Buckfastleigh Police Report for April 2024 (Appendix 5)
9. The Duckspound rewilding update
10. To receive the Teignbridge Citizens Advice Buckfastleigh Outreach Activity Report January to March 2024 and newsletter (Appendix 6)
11. Budget Analysis Report 01.04.24 – 30.04.24 (Appendix 7)
12. Bank Payments Report and Bank Statement 01.04.24 – 30.04.24 (Appendix 8)
13. Following the completion of the internal audit - to receive and note the following:
 - Audited End of Year Accounts and Bank Balances 2023/24 (Appendix 9)
 - The Annual Internal End of Year Audit Report 2023/24 and to agree the appointment of the Internal Auditor for 2024/25 (Appendix 10)
 - To approve and sign the Annual Governance Statement 2023/24 (Appendix 11)
 - To approve and sign the Accounting Statement of the Annual Return 2023/24 (Appendix 12)
 - To note the Exercise of Public Rights which will commence on 3rd June 2024 and end on 12th July 2024 (Appendix 13)
14. To note the renewal of the Town Council's insurance policy and to consider increasing the annual premium to include insurance for business cyber security (Appendix 14)
15. Chair's Announcements
16. Councillor updates relevant to this meeting
17. Summary of Key Messages

A handwritten signature in black ink, appearing to read 'J. Hart', written in a cursive style.

Judith M. Hart
Town Clerk