



**BUCKFASTLEIGH TOWN COUNCIL**  
**Notice is hereby given that a Town Council Meeting**  
**at which your attendance is summoned will be held**  
**on Wednesday 18<sup>th</sup> December 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 and Sylvee Phillips

**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 20<sup>th</sup> November 2024 and review actions from these meetings (Appendix 1)
3. Questions and comments from the public
4. Questions to District and County Councillors and comments on reports relevant to this meeting
5. Planning Applications for commercial sites and areas of significant development or interest
6. To review the Buckfastleigh Police Report for November (Appendix 2)
7. The Buckfastleigh UK Shared Prosperity Fund Update
8. To discuss expenditure of Community Infrastructure Levy receipts (Appendices 3 & 4)
9. Annual Review of Financial Regulations (Appendix 5)
10. Annual Review of Assets, Risk Assessment, and Internal Control 2024/25 (Appendices 6,7 & 8)

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11. Review of Interim Audit Report 2024/25 (Appendix 9)
12. Budget Analysis Report 01.11.24 – 30.11.24 (Appendix 10)
13. Bank Payments Report and Bank Statement 01.11.24 – 30.11.24 (Appendix 11)
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