



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 21st May 2025 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

Annual Town Council Meeting

AGENDA

1. Election of Town Mayor and Chair of the Town Council for 2025/26 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 2025/26 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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Email: clerk@buckfastleigh.gov.uk

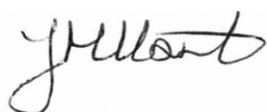
9. Appointment to the following organisations:
- 1 Councillor to represent the Town Council at Victoria Park and swimming pool meetings
 - 1 Councillor to represent the Town Council at The Bungalow Youth Management Committee (when required)
 - 1 Councillor to the Ashburton & Buckfastleigh Wellbeing Centre 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)
13. To review and adopt the Biodiversity Policy and receive a summary of how the policy has been implemented in the previous 12 months (Appendix 2)
14. 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 23rd April 2025 and review actions from this meeting (Appendix 3)
3. Questions and comments from the public
4. Representation from the Buckfastleigh W.I following the adoption of the motion 'Bystanders can be Lifesavers' regarding the replacement/installation of a new community defibrillator.
5. Questions to District and County Councillors and comments on reports relevant to this meeting

6. Planning Applications for commercial sites and areas of significant development or interest
7. To review the Buckfastleigh Police Report for April 2025 (Appendix 4)
8. Budget Analysis Report 01.04.25 – 30.04.25 (Appendix 5)
9. Bank Payments Report and Bank Statement 01.04.25 – 30.04.25 (Appendix 6)
10. Following the completion of the internal audit - to receive and note the following:
 - Audited End of Year Accounts and Bank Balances 2024/25 (Appendix 7)
 - The Annual Internal End of Year Audit Report 2024/25 and to agree the appointment of the Internal Auditor for 2026/27 (Appendix 8)
 - To approve and sign the Annual Governance Statement 2024/25 (Appendix 9)
 - To approve and sign the Accounting Statement of the Annual Return 2024/25 (Appendix 10)
 - To note the Exercise of Public Rights which will commence on 3rd June 2025 and end on 14th July 2025 (Appendix 11)
11. Chair's Announcements
12. Councillor updates relevant to this meeting
13. Summary of Key Messages



Judith M. Hart
Town Clerk