



BOVEY TRACEY TOWN COUNCIL

TOWN HALL • BOVEY TRACEY • NEWTON ABBOT • DEVON TQ13 9EG
Tel: 01626 834217 • E-mail: info@boveytracey.gov.uk • www.boveytracey.gov.uk
Office hours: 10.30am - 12.30pm Mon. Wed. & Fri.

15th April 2016

You are hereby summoned to attend a meeting of the Finance, Resources and General Purposes (FR&GP) Committee which will be held in the Council Chamber, Town Hall, Bovey Tracey on Monday 25th April 2016 at 7pm for the purpose of transacting the business as set out below.

AGENDA

Interests to be Declared: In accordance with the Code of Conduct, Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests, they may have in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Teignbridge District Council within 28 days of the change.

Previous Minutes:

Approved minutes of the previous meeting are available on the Town Council's website (www.boveytracey.gov.uk) for inspection. If a paper copy is required, these can be collected, on request, from the Town Council's offices during office hours, prior to the meeting.

FR&GP.16/30 Apologies for absence:

**Public Participation:

The Committee, at the Chairman's discretion, sets aside a short period of time at the commencement of the meeting when the public can ask questions or make statements regarding agenda items.

FR&GP.16/31 Consideration of minutes of previous FR&GP Committee meeting held on 7.3.16:

FR&GP.16/32 Accounts & Financial Statement:

To receive and approve the Accounts & Financial Statement dated 25.4.16 (*copies to be circulated at the meeting).

FR&GP.16/33 Internal Audit Report 2015-16 Final-April 2016:

To note that the Internal Auditor reported that the records were well documented with adequate trails and all tests were satisfactory (*copy enclosed). There are no reported financial issues to address. The Town Clerk will address the recommended increase in Fidelity Guarantee Cover to that indicated by the Audit Commission guidance.

FR&GP.16/34 Annual Return 2015-16:

i) To consider the Annual Governance Statement for the year ending 31st March 2016 (*copy enclosed) and to recommend to Full Council on how to answer each of the nine statements of Corporate Governance.

ii) To receive the year end Financial Statement (**copy enclosed*) and to recommend to Full Council for certification that the Accounts for the year end 31st March 2016 fairly reflect the financial position of the Council and its income and expenditure.

iii) To receive and note the internal auditor's section of the annual return (**copy enclosed*) for the year ending 31st March 2016.

FR&GP.16/35 Internal Audit - Contract Renewal:

The current 5 year contract with South & West Internal Audit expires following the recent completion of the 2015/16 Annual Return. If existing clients wish to renew arrangements prior to 31st May 2016, South & West Internal Audit will not increase its scale of charges for up to a further 4 years (**copy of correspondence enclosed*). Members are requested to consider contract renewal for future internal audit services.

FR&GP.16/36 Community Hub Building:

Following work undertaken by the Community Hub Steering Group (including representatives from Devon Communities Together) Members are requested to note the contents of:

- i) Draft Capital Investment Plan (**copy enclosed*)
- ii) Community Hub Survey and Survey Cascade Plan (**copies enclosed*)

The Chairman of the Steering Group will provide a verbal update at the meeting.

FR&GP.16/37 Updated Risk Assessment of Financial and Non Financial Internal Controls:

To consider the updated Risk Assessment of Financial and Non-Financial Internal Controls - April 2016 (**copy enclosed*). This represents the Town Council's Internal Control Document.

FR&GP.16/38 Play Area Maintenance - Mill Marsh Park & Recreation Ground:

Results from recent Play Area Safety Inspection Reports highlight algae/moss growth on play matting surfaces resulting in slippery conditions and therefore 'The Play Inspection Company' recommends cleaning and treating.

Members are therefore requested to consider the following quotations to pressure wash and treat the areas:

	<u>M M Park Play</u>	<u>Rec Ground Play</u>	<u>Total</u>
Quotation 1:	£440.00+VAT	£360.00+VAT	£800.00+VAT
Quotation 2:	£1,000.00+VAT	£858.00+VAT	£1,858.00+VAT

FR&GP.16/39 Honorary Representative of the Lord of the Manor 2016/17:

To consider a nomination received (**copy enclosed*) for the role of Honorary Representative of the Lord of the Manor for 2016/17.

FR&GP.16/40 Meeting of 14th March - Cllr John Hart & Bovis Representatives:

Item brought forward by Cllr Allen to consider further action following the meeting of 14th March with Cllr Hart (Leader - Devon County Council) and Bovis representatives.

FR&GP.16/41 Tour of Britain - Friday 9th September 2016

To note the 2016 Tour of Britain route via Bovey Tracey Town Centre (**copy enclosed*) and to consider further action as necessary to enhance the event.

FR&GP.16/42 Charging for the use of Mill Marsh Park (Fitness Classes)

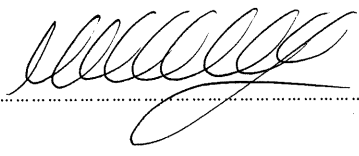
Following recent negative publicity in relation to a Town/Parish Council charging for the use of its local park, members are requested to consider:

i) To resolve the temporary suspension of Standing Order 7 (a & b) for the following item, which is reinstated at the conclusion of this item

ii) To re-visit the Town Council's decision to charge for the use of Mill Marsh Park/Trim Trail Equipment (Item RP&P. 15/74)

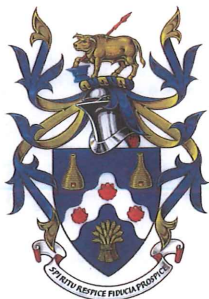
FR&GP.16/43 Matters brought forward by Councillors: (for information only).

**Copies of correspondence circulated to Councillors with this agenda, which will be considered at the meeting.*

SIGNED 

DATE 19/04/16

M WELLS
TOWN CLERK



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18th April 2016

You are hereby summoned to attend a meeting of the **Planning Committee** which will be held in the Council Chamber, Town Hall, Bovey Tracey on **Monday 25th April 2016 at 8pm approx.** (following the FR&GP Committee meeting) for the purpose of transacting the business as set out on the agenda below.

AGENDA

Interests to be declared: In accordance with the Code of Conduct, Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Teignbridge District Council within 28 days of the change.

Previous Minutes:

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PL.16/29 Apologies for absence:

**Public Participation:

The Committee, at the Chairman's discretion, sets aside a short period of time at the commencement of the meeting when the public can ask questions or make statements regarding agenda items.

PL.16/30 Consideration of Planning Applications:

DNPA Applications listed to 1.4.16: None

TDC Applications listed to 8.4.16:

- a) 16/00134/**FUL** Alterations to front elevation including formation of parking, new ground floor arrangement and new windows to first floor at 1-2 Town Hall Place for Mr P Bradford.
- b) 16/00924/**TPO** Coppice one ash, remove one willow, crown lift one Douglas fir and prune overhanging vegetation as indicated on accompanying plan at Monterey Park, Newton Road for Remus Management Ltd.

DNPA Applications listed to 8.4.16: None

TDC applications listed to 15.4.16:

- c) 16/01067/**FUL** Extension at first floor at 37 Churchfields Drive for Miss M Gill.
- d) 16/01089/**CAN** Reduce height of beech trees by 50% at 8 Fairfield Close for Ms J Andrews.

PL.16/31 Planning Decisions:

Approvals:

- a) TDC:

- i) Replacement dwelling with integral garage at Coombe Park, Coombe Lane. (N/O)
- ii) Change of use to form cycle hub including cafe, bike repair, bike hire, retail and separate manufacturing unit (B1 use) at Tracey House, Newton Road. (N/O)
- iii) Installation of non-illuminate fascia sign at Teignbridge Business Centre, Cavalier Road, Heathfield. (N/O)

b) DNPA: None

Refusals:

c) TDC:

i) Outline - dwelling in garden (all matters reserved for future consideration) at Woodlands, Brow Hill, Heathfield. (O)

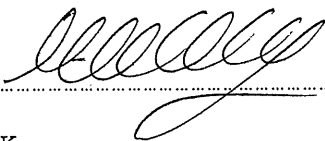
d) DNPA:

i) Creation of a new access onto highway, Land at Brimley Lane, Higher Brimley, Bovey Tracey. (O)

The Town Council's submitted observations: No objections - N/O. Objection - 0.

PL.16/32 General Planning Matters brought forward by Councillors: (*For information only).

SIGNED
M WELLS
TOWN CLERK



DATE 19/04/16