

Fact Sheet 2: The Role, Duties & Responsibilities of Bovey Tracey Town Council



Bovey Tracey Town Council's Role

The Council is a single corporate body and local authority (LGA 1972 s.270), established by the Local Government Act 1894. The decisions it takes are the responsibility of the council as a whole and it represents and serves the whole community. It has the power to raise money through taxation and a range of powers to spend public money and is the tier of local government closest to the people it serves.

Duties

Law determines the duties of a town council and it underpins the work of the council. The duties of a town council include the following:-

- Provide services
- Create policies
- Raise and spend money on behalf of the community
- Budget & Manage its finances in accordance with the Accounts & Audit Regulations 2003 (SI 2003/533)
- Ensure adequate insurance cover
- Manage Town Council land, buildings and property
- Appoint a Proper Officer
- Act Lawfully
- Hold at least three meetings a year in addition to the Annual Meeting of the Parish Council [LGA 1972 Sch.12,para. 8(1)]

Responsibilities

In addition to the above, a town council has many responsibilities and these can be many, varied and wide ranging depending on the size and complexity of the parish, but all parishes have a responsibility in:

- Representing the interests of its people
- Keeping its people informed
- Working in partnership with other bodies
- Health & Safety of its Employees
- Obtaining the best value by working within the spirit of Best Value

Town and Parish Councils raise money through a precept (the town council's proportion of the Council Tax); they do not get any general government grant. Each January this Council's precept is agreed by members through a process of setting committee budgets which forecast the expected expenditure and income for the following financial year. The precept is collected by the Teignbridge District Council on behalf of the Bovey Tracey Town Council in the form of Council Tax, to which all of Bovey Tracey's electorate contributes.

If you require any further information on the work of Bovey Tracey Town Council, please contact...

Bovey Tracey Town Council Office
Town Hall - Town Hall Place - Bovey Tracey TQ13 9EG
Telephone/Fax: 01626 834217
Email: info@boveytracey.gov.uk
www.boveytracey.gov.uk