



IVYBRIDGE TOWN COUNCIL

Town Clerk
Kate Elliott-Turner

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Dear Councillor

You are summoned to attend a meeting of the Town Council to be held in The Town Hall, Ivybridge on **Monday 11th December 2023 at 7pm**. The business that is to be transacted at this meeting is set out below. If you are unable to attend this meeting, or will be late in arriving, please inform the Town Clerk as soon as possible.

Signed:*K Elliott-Turner*.....
Town Clerk

Date 5th December 2023

Members of the public are invited to observe the meeting, and may participate in the 'Public Section', according to council's Standing Orders. If members of the public wish to speak, they are requested to contact the Town Clerk in advance of the meeting if possible.

AGENDA

- 23/079 **APOLOGIES:** To receive and accept apologies for absence.
- 23/080 **DISCLOSURE OF MEMBERS INTERSTS AND DISPENSATIONS:** In accordance with the Code of Conduct and Standing Orders:
a) Members to declare interests in respect of any item on the agenda
b) Proper Officer to consider written requests from members for dispensations
Members are reminded that if at any time during the meeting they feel they have an interest in an item being discussed, they should declare it at that point, and that any change to their Register of Interests must be notified to the Town Clerk within 28 days of the change.
- 23/081 **PUBLIC SECTION**
To consider any points raised in a public participation session within a time limit of 15 minutes, according to council's Standing Orders, and which may be extended at the discretion of the Chairperson.
- 23/082 **REPORTS – POLICE & EXTERNAL AGENCIES**
To receive reports from the police and any other external agencies and any questions from Members and members of the public in respect of those reports.

- 23/083 **REPORTS – COUNTY & DISTRICT COUNCILLORS**
To receive the County and District Councillors’ reports and any questions from Members and members of the public on those reports.
- 23/084 **MINUTES:** To note and sign as a correct record, the minutes of the Council meeting held on 30th October 2023 (copy attached).
- 23/085 **COMMITTEE MINUTES**
To note the minutes of the following committee meetings (copies attached):
i) Planning & Infrastructure Committee - 6th November 2023
ii) Parks Committee - 13th November 2023
iii) Watermark Committee - 14th November 2023
iv) Planning & Infrastructure Committee - 27th November 2023
v) Policy & Resources Committee - 27th November 2023
- 23/086 **TOWN MAYOR’S AND DEPUTY TOWN MAYOR’S INTERESTS:** To receive a list of functions and activities attended by the Town Mayor and Deputy Town Mayor during the period 25th October to 4th December 2023 (copy attached).
- 23/087 **EXTERNAL AUDIT 2022/2023:** To note the result of the external audit report for financial year end 31st March 2023, and that the required public notices have been issued (copy attached).
- 23/088 **COMMUNITY AWARDS:** To consider proposals to launch the appeal for nominations for Citizen of the Year and Community Group of the Year (copy attached).
- 23/089 **D-DAY 80 – 6TH JUNE 2024:** To consider whether this council wishes to take part in D-Day 80, and in what form (report attached).
- 23/090 **SOUTH HAMS COMMUNITY ACTION – REQUEST FOR FUNDING – COMMUNITY CONNECTOR:** To consider a request from South Hams Community Action (formerly South Hams CVS) for funding to develop further roles (once Community Connector role ends in June 2024) with a wider range of support, advice and training for voluntary and community groups within Ivybridge (report attached).
- 23/091 **COMMUNITY ECONOMIC PLAN UPDATE:** For information, to receive an update on the Ivybridge Community Economic Plan (report attached).
- 23/092 **REFERRING TO CHAIRMAN/CHAIRPERSON:** (Lead Councillor L Rea) To consider how council formally refers to its Chairman (including of committees), and whether we wish to adopt use of Chairman, Chairperson or Chair

(similarly Vice-Chairman, Vice-Chairperson or Vice-Chair) throughout all council documentation.

The role of Chairman is to ensure that effective and lawful decisions are taken at meetings of the council (and its committees), and to manage meetings of the council (and its committees). The Cambridge Dictionary advises that “Although chairman can refer to a person of either sex, chairperson or chair is often preferred to avoid giving the idea the person is necessarily male”.

Note, the position of Council Chairman is required by statute (LGA 1972 s14(1) & s15(1), and where a Parish becomes a Town, that role holder is entitled to be known as the Town Mayor (LGA 1972 s245(6)(b), which is a civic and ceremonial role.

23/093

COMMITTEE RECOMMENDATIONS: To consider and resolve the following recommendations from Policy and Resources Committee meeting held on 27th November 2023 (copies of relevant documents are provided to members):

- 1) Minute PR23/034, that:
 - (a) Grants are considered twice yearly – April and October.
 - (b) Grant budget lines identifying individual organisations, Youth People Projects and Grants General are combined. Separate budget for Community Support is to remain.
 - (c) Grant applications for Young People Projects are to be considered throughout the year, rather than twice yearly.
 - (d) The draft Grants Policy and Grant Feedback Form are adopted. The existing Grant Application Form will continue to be used.

- 2) Minute PR23/035, that:

The following grants are awarded

 - (a) £1,113.94 to Citizens Advice for purchase of replacement IT equipment
 - (b) £900 to Ivybridge Caring for venue hire
 - (c) £515 to Royal British Legion for hire of sound system and pipe bands for Remembrance Sunday
 - (d) £1,500 to Ring and Ride for transport costs
 - (e) £200 to English Lessons for Ukrainian Refugees for English language text books

- 3) Minute PR23/036, that:

The draft Training and Development Policy (as amended) is adopted.

- 4) Minute PR23/037, that:

The draft New Councillor Mentoring Policy (as amended) is adopted.

- 5) Minute PR23/038, that:

The draft New Councillor Induction Pack (as amended) is adopted.

23/094 **UPDATES AND INFORMATION:** To receive updates on Councillor, Officer and Community activity (copy attached).

CLOSED