

# MEETING REPORT

**Meeting:** Council, 15<sup>th</sup> April 2024  
**Agenda item:** 23/150  
**Report subject:** Town Clerk's Report  
**Report author:** K Elliott-Turner, Town Clerk

---

## Council agenda format

Future full Council agendas will now include a new item for reports from member representatives on outside bodies, advisory/working groups and 'link councillors'. As with other report agenda items, these reports are for information only, and therefore no decisions may be made - a separate agenda item may be requested for this purpose. Copies of reports may be circulated to members, via Officers, in advance of the meeting, and these reports, whether written or verbal, will be noted. On receipt of the reports by Council, requests may be made for a specific agenda item, with a motion (proposal), to be included on a future agenda.

## Statutory Council Meeting

### Councillor representatives/Link Councillors

Our Statutory Council meeting is scheduled for Monday 20<sup>th</sup> May, at which member representatives, etc will be determined. To ensure clarity on the responsibilities of such members, a draft Protocol on Member Representatives on Outside Bodies has been included for consideration, later in this agenda. Where we have councillors with specific interests/tasks and would be the councillor responsible, i.e. the Link Councillor, such as Honorary Tree Warden, or councillor responsible for Cycling and Active Travel for Ivybridge, new categories are currently being drafted, and expanded, for example:

### Link Councillors

Category	Could include existing link roles
Environment	Parish Paths Partnership (P3) Co-ordinator Honorary Tree Warden
Open Spaces, Sport & Leisure	Cycling & Active Travel
Health & Wellbeing	Dementia Friendly Community
Community Safety	Police Liaison PCC Councillor Advocate
Traffic & Transport	
Young People	
Heritage	

### Committee membership requests

Towards the end of April/early May, I will be asking members to advise me of their committee preferences for civic year 2024/2025, together with requests for member representative and link councillor roles. Please wait until you receive this invitation, as the Link Councillor categories are being finalised.

(Please note, this item is for information only, and no decisions may be made)

# MEETING REPORT

## Formation of Committees

As per Standing Orders (4.d.vi), Chairs of Standing Committees (Planning & Infrastructure, Parks & Open Spaces, The Watermark, Personnel, Policy & Resources – Chair will be Council Chair) will be determined by full Council at the Statutory Council meeting. Vice-Chairs will be determined at the first meeting of each Standing Committee thereafter.