



# IVYBRIDGE TOWN COUNCIL

Town Clerk  
Kate Elliott-Turner

VAT Reg No 591 5032 47

Town Hall, Erme Court, Leonards Road  
Ivybridge, Devon, PL21 0SZ

Tel: (01752) 893815

E-mail: [townclerk@ivybridge.gov.uk](mailto:townclerk@ivybridge.gov.uk)

Web site: [www.ivybridge.gov.uk](http://www.ivybridge.gov.uk)

Dear Councillor,

You are summoned to attend a meeting of the **POLICY & RESOURCES COMMITTEE**, to be held in **The Town Hall**, Ivybridge on **Tuesday 7<sup>th</sup> May 2024 at 7.00pm**. The business to be transacted at this meeting is set out below. If you are unable to attend, or will be late in arriving, please inform the Town Hall before the meeting.

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

Dated: 30<sup>th</sup> April 2024

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.

## A G E N D A

PR23/077 **APOLOGIES:** To receive and accept apologies for absence.

PR23/078 **DISCLOSURE OF MEMBERS INTERESTS AND DISPENSATIONS:** In accordance with the Code of Conduct and Standing Orders:

- Members to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests, in respect of any item on the agenda
- 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.

PR23/079 **PUBLIC SECTION:** To receive points raised by members of the public, within a time limit of 15 minutes (max. 3 minutes per speaker), according to council's Standing Orders, and which may be extended at the discretion of the Chairperson.

PR23/080 **MINUTES:** To confirm that the minutes from the meeting held on 2<sup>nd</sup> April 2024 (copy attached) are a correct record.

- PR23/081 **TOWN CLERK'S REPORT:** To receive a report from the Town Clerk for information (copy attached).
- PR23/082 **ACCOUNTS PAID:** To endorse the accounts paid and the report of the electronic payments made March 2024 (copy attached).
- PR23/083 **INCOME AND EXPENDITURE ACCOUNTS:** To consider a report on the accounts for the period to 31<sup>st</sup> March 2024 (copy attached).
- PR23/084 **DEBTORS UPDATE:** To agree the aged debtors report (copy attached).
- PR23/085 **YEAR END VARIANCES & EMR MOVEMENTS:** To receive a report from the Responsible Financial Officer and Senior Finance Officer on year-end variances for 2023/2024 for information, and on underspend/Earmarked Reserve movements as previously delegated.
- PR23/086 **HEALTH AND SAFETY:** To consider the health and safety report from the Assistant Clerk (copy attached).
- PR23/087 **DOGS AT WORK POLICY:** To consider a policy regarding dogs in the work place (copy of report and draft policy to follow). If approved, a relevant section is to be included within the updated Health & Safety Policy.
- PR23/088 **HEALTH & SAFETY POLICY:** To consider the updated Health & Safety Policy (copy attached) – recommend its adoption to council.
- PR23/089 **REQUEST FOR DISCOUNTED OR FREE LET:** To consider a request from Pete's Dragons for a discounted or free let of the Committee Room, St Pierre Sur Dives Room and Mayor's Room, together with use of crockery and hot water flasks, for two dates in August 2024. Cost to council in hiring fees if free let and free use of crockery and flasks £622 (copy of request attached).
- PR23/090 **EXCLUSION OF PRESS & PUBLIC**  
Under Standing Order 3(e), it is proposed to resolve to exclude the press and public for the following agenda item, as their presence would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
- PR23/091 **HEALTH & SAFETY MATTERS:** To consider a confidential report from the Town Clerk on health and safety matters (copy attached for committee members).

CLOSE