



# BOVEY TRACEY TOWN COUNCIL

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Office hours: 10.30am - 12.30pm Mon, Wed. & Fri.

16th March 2021

## Access to the Remote Meeting:

The press and public are welcome and are encouraged to attend meetings. The Town Council will however be meeting online using zoom software for the foreseeable future to protect the public and members from spreading the virus. Public with a telephone line or an internet connection can join the meeting via the link below:

Join Zoom Meeting:

<https://us02web.zoom.us/j/88130068450?pwd=ZFRwT0haSVRwcFpMZHVjZlqwTzBKdz09>

Meeting ID: 881 3006 8450

Passcode: 124099

Find your local number: <https://us02web.zoom.us/u/kmfwJ93Pm> Note: Calls are charged at zoom rates and are payable by the user so please check before joining. More information at <http://zoom.us/zoomconference/rates>

*Under 'The Openness of Local Government Bodies Regulations 2014' this meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.*

\* The Town Council invites members of the public to ask questions or raise issues relevant to the work of the Council. The overall time available for this session is restricted to 15 minutes unless the Chair decides otherwise. **Please note:** questions to be submitted in writing, to arrive via email at the Council Office by 12 noon on the day of this meeting.

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Dear Councillor,

You are hereby summoned to attend a remote meeting of Bovey Tracey Town Council on **Monday 22<sup>nd</sup> March 2021 at 7.00pm** for the purpose of transacting the business as set out on the agenda below.

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## AGENDA

- FC.21/18      **Apologies for absence**  
To receive and consider for acceptance, apologies for inability to attend.
- FC.21/19      **Declarations of Interest and Requests for Dispensations**  
i) To declare any disclosable pecuniary interests or any other interest which members may have in the following agenda items and consider any dispensation requests.

- FC.21/20** **Minutes**
- i) To **receive and resolve** as a correct record the minutes of the Full Council meeting held on 25.01.21 ([\\*copy enclosed](#)).
  - ii) To **receive** an update on any matters arising from the previous Full Council meeting (if any).

**FC.21/21** **Standing Item – Climate Emergency:**

To note the Council Declaration and to embed the climate emergency declaration across all Council services, activities, plans and other relevant work, considering the environmental impact of decisions, ensuring a fully integrated approach to mitigating the impact of climate change. The Council's 'Climate Emergency Bovey & Heathfield' Working Group leads and coordinates these activities.

*The meeting will go out of session*

- FC.21/22** **Reports from Key Bodies on Parish related matters:**
- To **receive** the reports (*if any*) from key bodies including:
- i) Chaplain to the Council ([\\*copy enclosed](#))
  - ii) Police ([\\*copy enclosed](#))
  - iii) County, District and Town Councillors
  - iv) Town Mayor's Interests
  - v) Other outside bodies

**FC.21/23** **Questions and Statements by the Public**

The Town Mayor will invite Members of the Public to give their views and question the Town Council on issues on this agenda, or raise issues for future consideration (maximum 3 minutes per person).

*The meeting will go back into session*

**FC.21/24** **Business Raised by the Public:**

To **resolve** to refer any business raised by the public in public discussion and any other matters or items of information from Councillors, to the appropriate Committee or to resolve to agree on any other action.

**Committee Meeting Reports**

**FC.21/25** **Recreation, Parks & Property Committee (RP&P) Committee:**

- i) To **receive and adopt** the minutes of the meeting held on 22.02.21 ([\\*draft copy enclosed](#)). A brief verbal summary highlighting key issues will be provided.

**FC.21/26** **Finance, Resources & General Purposes (FR&GP) Committee:**

- i) To **receive and adopt** the minutes of the meeting held on 08.03.21 ([\\*draft copy enclosed](#)). A brief verbal summary highlighting key issues will be provided.
- ii) To **receive a recommendation to adopt** a Reserves Policy ([\\*copy enclosed](#)) (FR&GP.21/15)
- iii) To **receive a recommendation to adopt** a Capital Expenditure Programme ([\\*copy enclosed](#)) and to **consider** forming a 'task and finish group' to review and prioritise the programme (FR&GP.21/16)

**FC.21/27** **Planning & Environment Committee:**

- i) To **receive and adopt** the minutes of the meetings held on 08.02.21 ([\\*copy enclosed](#)), 22.02.21 ([\\*copy enclosed](#)) & 08.03.21 ([draft copy enclosed](#)). A brief verbal summary highlighting key issues will be provided.

***Items for Consideration***

- FC.21/28 **Bovey Parish Neighbourhood Development Plan:**  
i) To consider adopting the DRAFT Bovey Parish Neighbourhood Plan and confirm formal submission to the Local Planning Authority ([\\*copy enclosed](#)).
- FC.21/29 **Notice of Public Rights and Publication of the Annual Governance and Accountability Return (AGAR)**  
To confirm the publication period of electors rights for 2020. ([\\*copy enclosed](#))
- FC.21/30 **Annual Council Meeting**  
To consider bringing forward the Annual Council Meeting date (currently Monday 10<sup>th</sup> May 2021).
- FC.21/31 **Resumption of In-Person Meetings Protocol**  
To consider the resumption of In-Person Meetings Report following the cessation of Coronavirus Regulations 2020 from 6<sup>th</sup> May 2021 and to approve and adopt a protocol for the Council for meetings held thereafter ([\\*copy enclosed](#))
- Working Group Updates***
- FC.21/32 **Bovey Parish Emergency Plan**  
To receive and note meeting minutes held on [14.01.21](#), [11.02.21](#) and [04.03.21](#) (draft) and consider any further action as appropriate
- FC.21/33 **Bovey Parish Covid-19 Action Group:**  
To receive and consider any updates or actions in relation to the Bovey Parish Covid-19 Action Group.
- FC.21/34 **Climate Emergency Bovey & Heathfield (CEBH):**  
To receive and consider any updates or actions in relation to the Climate Emergency Declaration.



SIGNED

DATE: 16<sup>th</sup> March 2021

M WELLS – TOWN CLERK

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

**Councillors:**

- You must declare the nature of any disclosable pecuniary interests (under the Localism Act 2011, this means the interests of your spouse, or civil partner, a person with whom you are living with as husband and wife or a person with whom you are living as if you are civil partners). You must also disclose any personal interest.
- You must disclose your interest in an item whenever it becomes apparent that you have an interest in the business being considered.
- Make sure you say what your interest is, as this has to be included in the minutes. (For example, 'I have a disclosable pecuniary interest because this planning application is made by my husband's employer').
- If your interest is a disclosable pecuniary interest, you cannot participate in the discussion, cannot vote and must leave the room unless you have obtained a dispensation from the Clerk.

**\* Members of the Public:**

- Individual speakers are restricted to 3 minutes and are asked not to repeat points that have been made previously.
  - Whilst meetings are being undertaken remotely, potential contributors are asked to email the Town Clerk before the meeting with their question so that the question can be responded to at the meeting and the session can be programmed effectively.
  - Public participation is not part of the formal meeting of the Council, however a note will be made of the matters raised and recorded within the minutes of the meeting
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