

NORTH TAWTON TOWN COUNCIL

Town Clerk:
Mrs R Rice

14a The Square North Tawton
EX20 2EP
Tel 01837 880121

You are hereby summoned to an Extraordinary Meeting of North Tawton Town Council to be held at the **Council Offices on Tuesday 17th JULY 2012 at 7.30 pm.**

Dated this 27th June 2012



Clerk of the Council

AGENDA

Open Forum – An opportunity for the Electors and others to address the Town Council.

The Council encourages the use of an Open forum. This will allow Members of the Public to address the Town Council. Time will be limited to two minutes per person unless the Chairman rules otherwise. If research is needed members of the public are asked to indicate what is needed in advance to the clerk otherwise – if appropriate - an item will be placed on a future agenda. A brief note will be made of any discussion at this point. Please note that Councillors are not obliged to give their opinion or answer questions.

1. **Apologies for Absence** - To receive apologies from Councillors unable to attend.
2. **Declarations of Interest** - Councillors are reminded to declare any personal or prejudicial interests they may have in any agenda items. Councillors have been supplied with a “flow-chart” to assist in determining whether an interest exists and, if so, any action to be taken.
3. **Minutes of the Previous Meetings**
3.1 To approve and sign the minutes of the Ordinary Meeting of the Council held in the Council Offices on 3rd July 2012. (Copy attached).
4. **Code of Conduct**
To consider adopting a new Code of Conduct, there are two options:
 - (a) To adopt the West Devon Borough Council’s Code of Conduct; (annex A attached) or
 - (b) To adopt the National Association of Local Council’s Code of Conduct (annex B attached)

Whichever Code of Conduct is adopted Members must complete the West Devon Borough Council’s Register of Members’ Interest Parts 1 and 2 (annex C attached)

5. **Standing Orders**
To consider amending the Standing Order 1r from:

Unless standing orders provide otherwise, voting on any question shall be by a show of hands. At the request of a Councillor, the voting on any question shall be recorded so as to show whether each councillor present and voting gave his vote for or against that question.

To read:

Unless standing orders provide otherwise, voting on any question shall be by a show of hands. (see 1r(i)). At the request of a Councillor, the voting on any question shall be recorded so as to show whether each councillor present and voting gave his vote for or against that question.

1r(i) Co-Option of Councillors

Voting in relation to Co-option of Councillors shall not be by a show of hands but by voting papers.

6. Co-Option of Councillor

Minutes 6.7/12 refers – To vote on Co-Option of Councillor. Should the amendment to the Standing Order be agreed (Agenda Item 5) then to vote by voting paper, if the amendment to the Standing Order is not agreed (Agenda Item 5) to vote by show of hands.

7. Urgent matters at discretion of Chairman – No decision may lawfully be made under this item but matters may be discussed which involve no more than an exchange of information.

15. Date of next meeting

The next meeting of the Council shall be 7th August 2012.