

MINUTES of the Meeting of the **TAVISTOCK TOWN COUNCIL** held in the Council Chamber, Drake Road, Tavistock on **TUESDAY** the **29th** **NOVEMBER, 2011** at **7.25pm**

PRESENT Councillor P Sanders (Mayor)
Councillor Mrs A Johnson (Deputy Mayor)

Councillors Mrs S Bailey, D Eberlie, Mrs J Metcalf, D Rose,
Mrs L Rose, T Sanders, J Sellis, J Sheldon, H Smith, T Sherrell, A Tossell,
B Trew, D Whitcomb, Mrs J Whitcomb.

IN ATTENDANCE Town Clerk, Works Superintendent, Market Reeve, Assistant to Town Clerk

Note – Prior to the meeting there was an opportunity for quiet reflection, to receive reports and questions from the public. For this session the following were present – C Veale (Neighbourhood Beat Officer), County Councillor Mrs D Sellis.

Arising from the foregoing the Mayor reported receipt of correspondence from the BID Manager thanking Town Council staff for their assistance with the Dickensian Evening and further expressed the Council's appreciation for the contribution of staff to a successful event.

367. APOLOGIES FOR ABSENCE

An apology for absence had been received from Councillor Mrs M Ewings.

Noted That the Mayor, on behalf of the Council, extended congratulations to Councillor Mrs M Ewings (formerly Govier) on the occasion of her recent wedding.

368. DECLARATIONS OF INTEREST

Councillors D Eberlie, Mrs A Johnson and Mrs J Metcalf declared a personal prejudicial interest in Properties Minute No. 365 by virtue of serving as trustees of the organisation concerned.

369. CONFIRMATION OF MINUTES

RESOLVED THAT the Minutes of the Meeting of Tavistock Town Council held on 18th October, 2011 be confirmed as a correct record and signed by the Chairman.

370. COMMITTEES

The Council considered the following reports of Standing Committees:-

a) Plans Committee – 25th October, 2011

The Minutes of the meeting of the Plans Committee held on 25th October, 2011 (Minute Nos. 309-318 inclusive)

b) Plans Committee – 8th November, 2011

The Minutes of the meeting of the Plans Committee held on 8th November, 2011 (Minute Nos. 319-328 inclusive)

c) Plans Committee – 22nd November, 2011

The Minutes of the meeting of the Plans Committee held on 22nd November, 2011 (Minute Nos. 333-341 inclusive)

d) Properties Committee – 22nd November, 2011

The Minutes of the meeting of the Properties Committee held on 22nd November, 2011.

Subject to the deferral of Minute No 351 to a later point in the meeting and in view of the confidential nature of the business to be transacted the Minutes of the Meeting of the Properties Committee held on 22nd November, 2011 (Minute Nos. 342-350 inclusive).

Noted That

- i. Minute no. 346 – an update report was circulated clarifying the area of land proposed to be included within the scheme. Subsequent to the meeting of the Properties Committee the Council had received correspondence which indicated the affected area comprised 3.5ha only; and
 - ii. Minute no. 348(b) – in response to a Member's question the Clerk undertook to write to the Tavistock Athletics Club seeking its views upon the matter.
- e) Finance and General Purposes Committee – 22nd November, 2011

Subject to the deferral of Minute Nos. 365-366 to a later point in the Meeting in view of the confidential nature of the business to be transacted the Minutes of the Meeting of the Finance and General Purposes Committee held on 22nd November, 2011 (Minute Nos. 352-364 inclusive).

Noted That

- i) Minute No. 354 – the Assistant to the Town Clerk undertook to provide a written clarification to a Member regarding the status of the Council in respect of the availability of on-line banking to Town/Parish Councils; and
- ii) Minute No. 360 – the Council was informed that appointments of Trustees to the Ford Street and the Maynard Alms House Charity had been made by the Council at its Annual Meeting for a term of one year. It was therefore open to the Council to advise the Charity that its appointments stand until the next Annual Meeting.

RESOLVED THAT the Ford Street and Maynard Alms House Charity be advised that the current Council appointments stand for the remainder of the Civic Year.

Arising from consideration of the above the Clerk to the Council undertook to further seek a copy of the Charitable Trust Deed in order that Members interested in seeking appointment to it might be fully aware of the rights and responsibilities attaching to that office.

It was further:

RESOLVED THAT subject to any amendments listed above the recommendations included in the foregoing reports of Committee meetings be approved and the reports be received.

371. PARTNERSHIP WORKING IN EXTREME WEATHER CONDITIONS

The Council considered the report of the Town Clerk which set out the issues and options associated with offers from West Devon Borough Council and Devon County Council regarding partnership working during extreme weather conditions.

In the ensuing discussion particular reference was made to a range of issues including:-

- The past and continuing commitment of the Council to work in partnership with both the County and Borough Councils wherever possible to secure the best interests of the town and its residents;
- The importance attached to the Council meeting its current obligations and appropriately identifying potential organisational capacity to deliver over and above them;
- The finite resources of the Council to discharge its responsibilities in relation to both the properties it owned and those communal areas for which it was responsible during extreme weather;
- The nature of the arrangements proposed by the County Council and associated challenges that might impose upon organisational capacity to deliver satisfactory service levels;
- The potential to let the public know Council priorities;

- Practice elsewhere in relation to the Devon County Council Snow Warden Scheme and the benefits that it could bring to rural areas;
- Support given by the local County Councillor from their locality budget in the form of grit bins within the town;
- The lack of Town Council resource to deliver over and above already extensive commitments;
- Work which had been undertaken on some housing estates by Residents' Associations to grow local capacity for 'self-help'.

In view of the foregoing and having regard to the issues raised, it was

RESOLVED THAT

- a. Tavistock Town Council continue the current practice of supporting the County Council in respect of extreme weather conditions in and around the Town Centre;
- b. Request West Devon Borough Council to add Bedford Car Park to the list of Car Parks to be gritted in extreme weather conditions;
- c. Agree to assist West Devon Borough Council on the basis outlined in their letter of 21st October 2011.

Noted That arising from consideration of the foregoing the Works Superintendent undertook to liaise with Devon County Council to identify whether a facility could be introduced whereby community representatives and individuals could be allowed access to salt/grit on a collect-only basis to assist during extreme weather.

372. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, and having regard to confidential nature of the business to be transacted, (by virtue of relating to legal matters and/or the financial or business affairs of a person other than the Council) involving the following Minutes, it was

RESOLVED that the press and public be excluded for the following items of business.

373. PROPERTIES COMMITTEE – MINUTE No 351

Consideration of this item had previously been deferred (Minute No. 370 (d) refers)

RESOLVED THAT the recommendations included in Minute No. 351 (1-4) be approved and the Minutes be received

374. FINANCE & GENERAL PURPOSES COMMITTEE – CONFIDENTIAL MINUTE No's. 365-366

Consideration of these items had previously been deferred (Minute No 370 (e) refers)

RESOLVED THAT the recommendations included in Minute No. 365 and 366 be approved and the Minutes be received

Noted That: Councillors D Eberlie, Mrs A Johnson and Mrs J Metcalfe declared a personal and prejudicial interest in the above item (365) by virtue of Membership of the organisation concerned and left the meeting during consideration thereof.

The press and public were re-admitted to the meeting.

375. COUNCIL SEAL

RESOLVED THAT the Council's Seal be affixed to the various deeds and documents to be made or entered into for the carrying into effect of the decisions and matters approved.

The Meeting closed at 8.45 p.m.

Signed _____

Dated _____

Minutes of the Meeting of the **TAVISTOCK TOWN COUNCIL** held in the Council Chamber,
Drake Road, Tavistock on **TUESDAY** the **18th OCTOBER, 2011** at **7.15pm**

Present: Councillor P Sanders (Mayor)
Councillor Mrs A Johnson (Deputy Mayor)

Councillors Mrs S Bailey, D Eberlie, Mrs M Govier, Mrs J Metcalf, D Rose,
Mrs L Rose, E Sanders, J Sellis, T Sherrell, H Smith, J Sheldon, A Tossell,
B Trew, D Whitcomb, Mrs J Whitcomb.

In attendance: Town Clerk, Market Reeve, Assistant to Town Clerk

Note – Prior to the meeting there was an opportunity for quiet reflection, to receive reports and questions from the public (Appendix 1 refers). For this session the following were present – County Councillor Mrs D Sellis.

293. APOLOGIES FOR ABSENCE

No apologies for absence had been received – all Members were present.

294. DECLARATIONS OF INTEREST

Councillor Mrs J Whitcomb declared a personal and prejudicial interest in Minute No.273 by virtue of a trading relationship.

295. CONFIRMATION OF MINUTES

RESOLVED THAT the Minutes of the Meeting of Tavistock Town Council held on 6th September, 2011 be confirmed as a correct record and signed by the Chairman.

Noted that - Further to the provisions of Minute No. 240 (Standards in Local Government) it was reported the proposed Working Group would report to the next meeting of the Council.

296. COMMITTEES

The Council considered the following reports of Standing Committees:-

a) Plans Committee – 30th August, 2011

The Minutes of the meeting of the Plans Committee held on 30 August, 2011
(Minute Nos. 199-208 inclusive)

b) Plans Committee – 13th September, 2011

The Minutes of the meeting of the Plans Committee held on 13th September, 2011 (Minute Nos. 199(a)-208(a) inclusive)

c) Plans Committee – 27th September, 2011

The Minutes of the meeting of the Plans Committee held on 27th September, 2011 (Minute Nos. 249-258 inclusive)

d) Plans Committee – 10th October, 2011

The Minutes of the meeting of the Plans Committee held on 10th October, 2011 (Minute Nos. 259-268 inclusive)

e) Properties Committee – 10th October, 2011

Subject to the deferral of consideration of Minute No. 277 to a later point in the meeting in view of the confidential nature of the business to be transacted the Minutes of the meeting of the Properties Committee held on 10th October, 2011 (Minute Nos. 269-272 and 274-275 inclusive).

With regard to Minute no. 273 consideration was given to the recommendations of the Properties Committee on an item by item basis:

i) *Monday opening*

RESOLVED THAT in future the Pannier Market be open for Monday trading for a period of six weeks over the summer school holiday period and two weeks leading up to Christmas during which five day traders and “lock-ups” shall be obliged to trade.

Noted That amendments seeking Pannier Market Monday opening from the beginning of July until the end of September and for discretionary opening two weeks before and two weeks after the school summer holiday period respectively were defeated.

ii) *Bank Holiday Opening*

RESOLVED THAT the Pannier Market be open on Easter, May and August Bank Holiday Mondays, during which time five day traders and “lock-ups” shall be obliged to trade.

iii) Opening Times

RESOLVED THAT:-

- Traders be allowed, if they wish, to open at 8:30am on a voluntary basis, notwithstanding the continuing requirement to be in a position to trade at 9am; and
- the Pannier Market close at 4:30pm daily (traders to be permitted to close at 4pm on Christmas Eve).

iv) Dogs in the Pannier Market

RESOLVED THAT:-

a) The current situation with regard to Traders' dogs in the Pannier Market as identified in the Pannier Market Rules be maintained subject to:-

- Traders providing evidence that they carry public liability cover insurance for their dogs;
- no dogs being permitted behind stalls selling food stuffs; and
- Market Traders' dogs being allowed within the Pannier Market only if tethered or otherwise safely secured.

b) Shoppers continue to be permitted to take dogs into the Pannier Market provided they are under control and on leads.

Noted That:-

- the Pannier Market Rules would be amended to incorporate the above decisions;
- Councillor Mrs J Whitcomb declared a personal and prejudicial interest in the above item by virtue of a trading relationship and left the meeting during consideration thereof;
- Members' attention was drawn, in particular, to the outcome of a recent survey of Traders and the views of the Borough Council Environmental Health Office; together with
- a number of letters in support of allowing dogs in the Pannier Market had been received and were circulated to Members;
- enquiries were to be made regarding the issue and implications associated with Value Added Tax in relation to the Pannier Market;
- Councillor E Sanders requested it be recorded that he had not voted in favour of Minute No. 273(v) previously.

f) Finance & General Purposes Committee – 10 October, 2011

Subject to the deferral of consideration of Minute Nos. 291-292 to a later point in the meeting in view of the confidential nature of the business to be transacted the Minutes of the meeting of the Finance & General Purposes Committee held on 10th October, 2011 (Minute Nos. 278-289 inclusive).

In addition, and further to the provisions of

- i) Minute No. 282(c), consideration was given to the Membership of the agreed Task and Finish Group. It was:

RESOLVED THAT Councillors H Smith, B Trew and D Whitcomb, together with the Mayor and Deputy Mayor (ex-officio) be appointed to membership of the Task and Finish Group.

- ii) Minute No. 283 consideration was given to the Membership of the agreed Task and Finish Group. It was:

RESOLVED THAT Councillors Mrs M Govier, J Sheldon, H Smith, Mrs L Rose, Mrs J Whitcomb, together with the Mayor and Deputy Mayor (ex-officio) be appointed to membership of the Task and Finish Group to report direct to the Borough Council by not later than 11th November, 2011.

Noted That

- further to the provisions of Minute no. 280 it was agreed that an item be brought forward in the next Committee cycle to discuss any emerging proposals/updates in respect of BID proposals in relation to car park charging in the town;
- further to the provisions of Minute No 288(d) the Mayor advised that he would be seeking a meeting with representatives of the Police regarding a range of matters including the status of "Tavistock Matters".

RESOLVED THAT subject to any amendments listed above the recommendations included in the foregoing reports of Committee Meetings be approved and the reports be received.

297. TAVISTOCK OLYMPIC LEGACY

The Mayor advised of an emerging proposal managed by Kelly College which sought the Council's support, in principle, for a bid for a 50m swimming pool. It was stressed that the request did not seek any financial support at this time nor any commitment to future financial obligations. A significant number of swimming clubs had already endorsed the proposal and support was being sought from the Town, Borough, South Hams District and Devon County Councils.

RESOLVED THAT a letter be sent to the bid co-ordinators expressing the support of Tavistock Town Council, in principle, for the provision of a 50m swimming pool at Kelly College.

298. RECEIPT OF SUCH REPORTS OR COMMUNICATIONS AS SUBMITTED BY THE TOWN MAYOR

The Mayor reminded the Council of arrangements for the Devon County Council Budget Consultation process scheduled to be held at the Town Hall, on Tuesday 8th November, 2011.

It was further

Noted That as a result the commencement of the meeting of the Plans Committee scheduled for that evening had been brought forward to 5:30pm.

299. URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE TOWN MAYOR

In the interest of expediting the business of the meeting the Mayor undertook to take the following four items as matters of urgency (Minute Nos. 300-303 refer).

300. TAVISTOCK TOWN COUNCIL CIVIC SERVICE

The Council was advised of the arrangements for the Council's Civic Service which was scheduled to be held at 6pm on 6th November, 2011.

301. STRATEGIC PLANNING EVENT

The Council was reminded of arrangements for a Strategic Planning event scheduled to be held on Tuesday 25th October, 2011 at 6:30pm to which all Members of the Council were invited to attend.

302. TAVISTOCK YOUTH CAFÉ

The Council was advised of preliminary discussions which had taken place with representatives of the Tavistock Youth Café regarding the possible relocation of their activities in partnership with the Town Council.

303. MAYOR'S CHARITY

The Mayor advised of arrangements in relation to his chosen charity – The Mary Budding Trust.

304. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and having regard to the confidential nature of the business to be transacted (by virtue of relating to legal matters and/or the financial business affairs of a person other than the Council) involving the following minutes it was:

RESOLVED THAT the press and public be excluded from the meeting for the following two items of business.

305. PROPERTIES COMMITTEE – CONFIDENTIAL MINUTE NO. 277

Consideration of this item had previously been deferred (Minute No. 296(e) refers).

- a) With regard to (iii) Commercial Unit Rental, the Council was advised of recent legal advice in connection with the above.

RESOLVED THAT the Town Clerk, in consultation with the Chairmen of the Properties and Finance and General Purposes Committees and the Town Mayor, be authorised to enter into negotiations with the tenant to secure a satisfactory resolution of the issue with respect to the interests of the parties concerned.

- b) With regard to (iv) Land Holdings – the Council was advised of recent developments in connection with the above.

RESOLVED THAT subject to the land owner agreeing not to market the property for a period of not less than six weeks the Town Clerk be authorised to engage a consultant to undertake a preliminary survey of the site.

In addition to the foregoing it was further

RESOLVED THAT the other recommendations included in Minute No.277 (i) – Current Proceedings and (ii) – Breach of Lease Conditions be approved and the Minutes received.

306. FINANCE & GENERAL PURPOSES COMMITTEE – CONFIDENTIAL MINUTE NOS. 291-292

Consideration of this item had previously been deferred (Minute No. 296(f) refers)

RESOLVED THAT the recommendations included in the foregoing Minutes be approved and the Minutes received.

307. RE-ADMISSION OF THE PRESS AND PUBLIC

RESOLVED THAT the press and public be re-admitted to the meeting.

308. COUNCIL SEAL

RESOLVED THAT the Council’s seal be affixed to the various deeds and documents to be made or entered into for the carrying into effect of the decisions and matters approved.

Rising at 9:06pm.

Signed.....

Dated.....

MINUTES of the Meeting of **TAVISTOCK TOWN COUNCIL** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY** the **6th** day of **SEPTEMBER 2011** at **7.33p.m.**

PRESENT Councillor P Sanders (Mayor)

Councillors Mrs S Bailey, D Eberlie, Mrs M Govier, Mrs J Metcalf, D Rose, E Sanders, J Sellis, H Smith, J Sheldon , A Tossell, B Trew, D Whitcomb,

IN ATTENDANCE Town Clerk, Works Superintendent, Assistant to Town Clerk

Note – prior to the commencement of the meeting there was an opportunity for quiet reflection, to receive reports from outside bodies and questions from the public (Appendix 1 refers). For this session the following were present - County Councillor Mrs D Sellis, Sergeant D Anning, Police Community Support Officer K Williams.

234. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Mrs A Johnson (D Mayor), Mrs J Whitcomb and E Sherrell.

235. DECLARATIONS OF INTEREST

Councillor D Rose declared a personal non-prejudicial interest in Minute Number 237 by virtue of a family relationship.

236. CONFIRMATION OF MINUTES

RESOLVED THAT the Minutes of the Meeting of Tavistock Town Council held on 19th July 2011 be confirmed as a correct record, and signed by the Chairman.

237. CO-OPTION

- a) Suspension of Standing Order 1.6.1

RESOLVED THAT Standing Order 1.6.1. be suspended to allow voting by ballot to take place

- b) Co-Option of Councillor to the South West Ward of Tavistock Town Council

The Council received presentations from two candidates who had expressed an interest in being considered for co-option to the Council - Mr J Stackhouse and Mrs L Rose.

Following a vote by ballot it was

RESOLVED THAT Mrs L Rose be co-opted to serve as Councillor for the South West Ward of Tavistock Town Council

Noted That

- i) Councillor D Rose declared a personal non-prejudicial interest the above item by virtue of a family relationship;
 - ii) The candidates were thanked for attending and putting their names forward.
- c) Reintroduction of Standing Order 1.6.1

RESOLVED THAT Standing Order 1.6.1. be re-introduced

238. COMMITTEES

The Council considered the following reports of Standing Committees:

a. Plans Committee - 19th July 2011

The Minutes of the Meeting of the Plans Committee held on 19th July, 2011 (Minute No's 151 -160 inclusive)

b. Plans Committee – 2nd August 2011

The Minutes of the Meeting of the Plans Committee held on 2nd August, 2011 (Minute No's 179 -188 inclusive)

c. Plans Committee – 16th August 2011

The Minutes of the Meeting of the Plans Committee held on 16th August, 2011 (Minute No's 189-198 inclusive)

d. Plans Committee – 30th August 2011

The Minutes of the Meeting of the Plans Committee held on 30th August, 2011 (Minute No's 199 - 208 inclusive)

e. Properties Committee - 30th August 2011

Subject to the deferral of consideration of Minute No 218 to a later point in the meeting in view of the confidential nature of the business to be transacted the Minutes of the Meeting of the Properties Committee held on 30th August, 2011 (Minute No's 209 -217 and 219 - 221 inclusive)

Noted That –

- i) Minute No 215: clarification was sought regarding Pannier Market opening on Bank Holiday Mondays (to be reported to the next meeting of the Town Hall and Pannier Market Sub-Committee);
- ii) Minute No 216: Councillor Mrs S Bailey was congratulated on her recent appointment as a Tavistock BID Director.

f. Finance & General Purposes Committee - 30th August 2011

The Minutes of the Meeting of the Finance and General Purposes Committee held on 30th August, 2011 (Minute No's 222 – 233 inclusive)

RESOLVED THAT subject to any amendments listed above the recommendations included in the foregoing reports be approved and the reports received

239. TO RECEIVE SUCH COMMUNICATIONS OR REPORTS AS MAY BE SUBMITTED BY THE TOWN MAYOR AND TO PASS SUCH RESOLUTIONS AS REQUIRED

None received.

URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE TOWN MAYOR

In the interests of expediting the business of the meeting and in view of the timeline for responses to emerging arrangements for Standards Matters the Mayor agreed to take the following three (240, 241, 243) items as matters of urgency.

240. STANDARDS IN LOCAL GOVERNMENT

The view was expressed that, with the anticipated abolition of the Standards Board for England, it would be appropriate to make recommendations to relevant bodies making the case for a robust yet straightforward standards regime for town and parish Councils.

Arising from consideration of the above it was the consensus of the meeting that an informal working party comprising the Mayor and Deputy Mayor (Ex-Officio) and Councillors Eberlie, Smith and Trew be convened to recommend to Council at its November meeting how best to proceed.

Cllr A Tossell left the Meeting at this point.

241. STRATEGIC PLANNING

The Council was advised of an opportunity for Councillors to discuss Council opportunities and plans for the future. An informal event would be arranged one evening in October (after the Goose Fair) and all Councillors would be invited to attend.

242. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and having regard to the confidential nature of the business to be discussed involving legal proceedings Minute No 238 (e) above refers) it was:-

RESOLVED THAT the press/public be excluded from the Meeting for the following item of business

243. PROPERTIES COMMITTEE – CONFIDENTIAL MINUTE NO 228

In response to a Members question the Council was provided with an oral update in connection with the above confidential Minute.

RESOLVED THAT the recommendations included in the foregoing Minute be approved and the minute received.

244. RE-ADMISSION OF PRESS AND PUBLIC

RESOLVED THAT the press and public be re-admitted to the meeting

245 COUNCIL SEAL

RESOLVED THAT the Council Seal be affixed to the various deeds and documents to be made or entered into for the carrying into effect the decisions and matters approved.

Rising 8.27p.m.

Signed.....

Dated.....

OPEN SESSION
TAVISTOCK TOWN COUNCIL - 6th SEPTEMBER, 2011

QUIET REFLECTION

Members prepared themselves for the Meeting by a few moments of quiet reflection led by Father John Greatbach of Tavistock Catholic Church of Our Lady and St Mary Magdalen.

POLICE REPORT

Members received an oral report from representatives of the Police Service with particular reference to:

- Recent instances of crime and disorder and associated actions;
- The importance attached by Police and Councillors of reporting to Council meetings when possible together with maintaining regular ongoing communications between Councillors and the local beat manager;
- Staffing/operational arrangements within the town and the importance attached to adequate resourcing of the Service.

Noted That

- a) The Police undertook to circulate a briefing outlining the basis of the Police 'Blueprint for Change';
- b) Interested Councillors were offered the opportunity of visiting the new Police Station (which was scheduled to be completed by Christmas) later in the week.

COUNTY COUNCILLOR REPORT

Members received an oral report from County Councillor Mrs D Sellis which included reference to:

- Friends of the Canal/Tidy Tavistock – pencilled in for Saturday 1st October 2011
- Tavistock Hospital – hedges being cut back to improve visibility for pedestrians and drivers
- Parking and Traffic Management Meeting – planned for 17/9/2011
- A County Council sponsored snow warden scheme.

Noted That in response to concerns regarding overgrown hedges causing problems for the elderly Members were informed of significant pressure on County Council services.

It was further reported that hedges were not usually cut until October and landowners were responsible for cutting back their own hedges.

PUBLIC QUESTION TIME

There were no questions from the Public.

Minutes of a Meeting of the **TAVISTOCK TOWN COUNCIL** held in the Council Chamber, Drake Road, Tavistock on **TUESDAY** the **19th** day of **JULY 2011** at **7.00 p.m.**

Present: Cllr P Sanders Mayor
Cllr Mrs S Bailey
Cllr D Eberlie
Cllr Mrs M Govier
Cllr Mrs A Johnson Deputy Mayor
Cllr Mrs J C Metcalf
Cllr D Rose
Cllr E Sanders
Cllr J Sellis
Cllr J Sheldon
Cllr A Tossell
Cllr D Whitcomb
Cllr Mrs J Whitcomb

In Attendance: Town Clerk
Town Clerk Designate
Cllr Mrs D Sellis DCC
One member of the press

QUIET REFLECTION

Members prepared themselves for the meeting by a few moments of quiet reflection led by Reverend Geoff Lloyd the Vicar of Horrabridge and Rural Dean of Tavistock.

MAYOR'S CADET

Cdt Lauren Bennatto, the Mayor's Cadet for the ensuing civic year, was introduced to the Members by the Mayor, and she received her Badge of Honour.

POLICE REPORT

There were no police representatives present. Members had received an e-mail from Sgt Anning that apologised for not being able to provide representatives at meetings due to manning and shift patterns. He encouraged Members to attend the 'Tavistock Matters' Group, and to look at the neighbourhood policing website for information as they would not get briefings at Council meetings. Members felt the absence of a police representative to be of great concern. The Tavistock Matters meetings were held at 5.00 pm when officers were on shift, but many Members could not attend. Members were also concerned that it appeared that Tavistock was temporarily being policed by one PCSO instead of the 9 officers that used to be based here. It was agreed that all these matters should be included in a letter of concern to the Chief Constable.

COUNTY COUNCILLOR REPORT

The Devon County Councillor for Tavistock tabled the report attached to these Minutes. Members expressed concern that the new Traffic Order might be a way of introducing On-Street Pay and Display by the 'back door'. Cllr Mrs Sellis informed Members that it was merely a way of tidying up administrative matters dealing with, *inter alia*, pay by phone. It had all been blown up too much and was causing unnecessary concern. Cllr Eberlie thanked her for all the road repairs going on in Tavistock, and asked that any parking matters should be fed into the existing Parking Forum Group.

PUBLIC QUESTION TIME.

There were no questions.

161. APOLOGIES.

There were apologies for absence from Cllr E H Sherrell, Cllr H Smith and Cllr B Trew.

162. DECLARATIONS OF INTEREST.

Councillors were reminded that this item allowed the Chairman to receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting. The disclosure must include the nature of the interest. If they became aware, during the course of a meeting of an interest that has not been disclosed under this item they must immediately disclose it. They may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that is likely to prejudice the councillors' judgement of the public interest and it relates to a financial or regulatory matter. There were no declarations.

163. CO-OPTION

Members were to have considered the co-option of one councillor for the South West Ward, and Mr Jeffrey Stackhouse had been the sole applicant. He was however unavoidably absent, so the Mayor deferred the co-option until the next Council meeting in October as it would have been unreasonable not to allow all members to hear him speak. The vacancy would be advertised again during this delay.

164. PROPOSITION.

The following motion had been correctly moved by Cllr Eberlie.

‘That this Council welcomes the decision of the town centre’s business and commerce to support a BID in the town, and congratulates the Chamber of Commerce on its successful initiative.’

Cllr Eberlie said that the Chamber of Commerce had written an excellent Business Plan for the BID and that Tavistock businesses had resoundingly given support to this plan. Seventy five percent voted in favour of it, and 122 firms out of 154 said yes. The BID would foster other things we should be encouraging, like the town centre’s community spirit, more commercial training and better access to business advice, and things like a stronger business voice in lobbying and advertising the town. All this would be good for Tavistock. He asked Members to put aside any doubts they might have had and let the Town Council play its key part in fostering these valuable and important objectives. He asked Members to get right behind the BID and give the Chamber’s membership their full backing. It was then unanimously **RESOLVED** to endorse Cllr Eberlie’s motion.

165. PROPOSITION.

The following motion had been correctly moved by Cllr Sheldon.

‘Superfast Broadband

To debate the way forward in securing fibre optic broadband roll-out for Tavistock from Tavistock Town Telephone Exchange. The Executive Summary issued by Devon County Council will exclude Tavistock from the recently awarded funding. It is proposed that we engage with BT and BT

Openreach to find out our current standing and discover how we can advance’.

His concern was that Tavistock had no expectation of having superfast broadband provided by the private sector, nor did it meet the criteria of 'slowness or availability' in the DCC report (attached to these minutes). Members were informed that no town in Devon qualified under the BT 'Race to Infinity' for early (before 2012) upgrading to 'Next Generation Access' (Minimum 40 Mbps broadband). In fact only 23 UK Exchanges nationwide out of 2,495 achieved more than the minimum required 1,000 votes and Tavistock was 17th. Tavistock was not on any current private sector roll-out plan that had been issued. Other than saying they will put superfast broadband into the top 10 in the Race to Infinity, BT have said they will make no more announcements about this project until January 2012. We would also have a split 01822 Exchange - Gunnislake would have superfast broadband in a couple of months (being rolled out now). The main exchange would have nothing. Cllr Sheldon believed that many thought if Devon had funding, superfast broadband would be delivered to the whole County. This issue affected the whole Town and the majority of the people in it. The Mayor thought it might be appropriate for a Task and Finish Group to be set up to investigate the matter and report back to Council. Cllr Mrs Sellis from the public benches thought that the DCC cabinet member responsible for these matters, Cllr Will Mumford, should be contacted. The Group might also contact other towns such as Okehampton and Hatherleigh to see if they were affected. It was then unanimously **RESOLVED** to set up a Task and Finish Group led by Cllr Sheldon, to include Cllr Rose, Cllr Mrs Govier and the Mayor. The Group to report back to the next Council meeting on 18th October, and could co-opt other members if necessary.

166. MINUTES OF COUNCIL MEETING 7th JUNE 2011.

The Mayor presented the Minutes of the Meeting. It was **RESOLVED** that the Minutes of this Meeting be adopted.

167. MATTERS ARISING.

There were no such matters.

168. PLANS COMMITTEE 7th JUNE 2011.

Cllr Whitcomb presented the Minutes. It was **RESOLVED** that the Minutes of this Meeting be adopted.

169. PLANS COMMITTEE 21st JUNE 2011.

Cllr Whitcomb presented the Minutes. It was **RESOLVED** that the Minutes of this Meeting be adopted.

170. PLANS COMMITTEE 5th JULY 2011.

Cllr D Whitcomb presented the Minutes. It was **RESOLVED** that the Minutes of this Meeting be adopted.

171. PROPERTIES COMMITTEE 12th JULY 2011.

Cllr Mrs Bailey presented the Minutes.

a. Concerning Minute 120d, a report on the finances of the marquees had been tabled just before that meeting. Cllr Mrs J Whitcomb declared a personal interest. Cllr D Whitcomb thought the marquees were quite profitable and an excellent marketing tool. Members agreed, and said the marquees attracted visitors to the

Market and the Summer was the time to make full use of them. The Mayor then adjourned the meeting for 5 minutes to allow Members to read the report. Once the meeting had re-commenced it was **RESOLVED** by 10 votes for and two against that the purchase of the new marquees should go ahead.

b. Concerning Minute 125, Cllr Eberlie thought the Town Council should support the 'Tavy Tidy day', and should name a day for all to be involved. The Mayor warned that this was not an initiative orchestrated by the Town Council, though he thought we should support it. There were clearly health and safety and other issues if the Town Council became too involved. Cllr Mrs Govier thought that Mr Warne wanted the Town Council to organise the event. Cllr Mrs Sellis from the public benches reported that DCC was involved in a litter-pick before the cutting of hedgerows, and trained and equipped volunteers, and she thought the idea good and worthy of support in principle. Cllr Mrs Bailey thought it was not the Town Council's responsibility, and we should not take an active lead but should support in principle. It was then **RESOLVED** by eleven votes for and two against that Mr Warne should be informed of this Minute, and that he had the support in principle of the Town Council. If he 'named the day' we would support the effort with a vehicle and some manpower. Noted that the Canal was anyway the responsibility of South West Water Hydro Group at Mary Tavy power station.

It was **RESOLVED** that the Minutes of this Meeting be adopted.

172. FINANCE AND GENERAL PURPOSES COMMITTEE 12th JULY 2011.

Cllr Mrs Govier presented the Minutes.

a. Concerning Minute 143c, it was **RESOLVED** *nem con* that the Annual Return for the Financial Year 2010/11 be adopted and the Mayor and Clerk to sign as necessary.

b. Concerning Minute 146, it was confirmed that an estimate for the cost of the Jubilee Bonfire celebrations would be produced for the next cycle of meetings.

It was **RESOLVED** that the Minutes of this Meeting be adopted. .

173. TO RECEIVE SUCH COMMUNICATIONS OR REPORTS AS MAY BE SUBMITTED BY THE TOWN MAYOR AND TO PASS SUCH RESOLUTIONS AS REQUIRED.

There was no such business.

174. URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE MAYOR.

a. The Mayor informed members that he had adopted the Mary Budding Fund as his chosen charity, and leaflets were distributed.

b. Members were informed of the date of the Civic Service (Sunday 6th November 2011 at 6.00 pm), and the Civic Ball (Friday 23rd March 2012).

c. The Mayor then informed Members that this was the last meeting to be attended by the present Town Clerk, and thanked him for his service and work for the Council over the last 12 years.

175. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and having regard to the confidential nature of the business to be discussed it was **RESOLVED** that the press/public be excluded from the Meeting for the following item of business.

176. PROPERTIES

Members noted that our lawyers wished for a clear resolution as to what use we wished to put the Auction Rooms in the future. After some debate it was unanimously **RESOLVED** that we would use them as an extension to the retail activities of the Pannier Market, the final use to depend on the circumstances at the time but might involve either a garden centre, food hall or DIY facility.

177. PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

RESOLVED that the public and press be re-admitted to the Meeting.

178. SEAL.

RESOLVED that the seal be affixed to the various Deeds and Documents to be made or entered into for the carrying into effect the several decisions and matters approved.

Rising 8. 20 p.m.

Signed.....
Town Mayor

Date.....

Minutes of a Meeting of the **TAVISTOCK TOWN COUNCIL** held in the Council Chamber, Drake Road, Tavistock on **TUESDAY** the **7th** day of **JUNE 2011** at **7.00 p.m.**

Present: Cllr P Sanders Mayor
Cllr Mrs S Bailey
Cllr D Eberlie
Cllr Mrs M Govier
Cllr Mrs A Johnson
Cllr Mrs J C Metcalf
Cllr E Sanders
Cllr J Sellis
Cllr J Sheldon
Cllr E H Sherrell
Cllr H Smith
Cllr A Tossell
Cllr B Trew
Cllr D Whitcomb

In Attendance: Town Clerk
Works Superintendent
Assistant to Town Clerk
Town Clerk Designate
Mr Derek Kemp of DCK Beavers
One member of the press

QUIET REFLECTION

Members prepared themselves for the meeting by a few moments of quiet reflection led by Lt Col Joan Williams of the Salvation Army.

POLICE REPORT

There were no police representatives present. The parish report attached to these Minutes was circulated. Members were informed that the police would attend the 'Tavistock Matters' group rather than coming to council meetings in the future, unless there were specific issues that were to be addressed. Members thought this to be a retrograde step, and felt that as elected members they should take priority and always have a police representative at Council meetings. They directed that a letter be sent to the police expressing their disappointment, and asking for regular briefings.

COUNTY COUNCILLOR REPORT

The Devon County Councillor for Tavistock tabled the report attached to these Minutes. Members thanked Cllr Mrs Sellis for attending the meeting, and she proposed to e-mail her report to all councillors in the future. One matter raised concerned on-street parking charges, and she said that the County Council was still considering the introduction of such charges as a revenue earner.

PUBLIC QUESTION TIME.

There were no questions.

062. APOLOGIES.

There were no apologies for absence.

063. DECLARATIONS OF INTEREST.

Councillors were reminded that this item allowed the Chairman to receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting. The disclosure must include the nature of the interest. If they became aware, during the course of a meeting of an interest that has not been disclosed under this item they must immediately disclose it. They may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that is likely to prejudice the councillors' judgement of the public interest and it relates to a financial or regulatory matter.

064. CO-OPTION

a. Members **RESOLVED** to suspend Standing Order 1.6.1 to allow voting by ballot.

b. Members considered the co-option of two councillors for the South West Ward and one for the North Ward. The following were the applicants, who made short presentations:

- Mr David Rose (South West Ward).
- Mr Jeffrey Stackhouse (South West Ward).
- Mr Jeffrey Moody (North Ward).
- Mrs Julia Whitcomb (North Ward).

Mr Rose was then properly elected by an absolute majority vote for the South West Ward, and Mrs Whitcomb elected by an absolute majority vote for the North Ward. Members **RESOLVED** that the final vacancy for the South West Ward would be advertised again.

c. Members **RESOLVED** to re-introduce Standing order 1.6.1. The new councillors signed the Declaration of Acceptance of Office and Undertaking to Observe the Code of Conduct and took their place with the Council.

065. STATEMENT OF ACCOUNTS 2010/2011.

Mr Kemp of DCK Beavers Ltd was present to table the 2010/2011 accounts. He explained the new limited audit regime that Members had been briefed on in February (minute 578a). One aspect was that the limit for being a 'smaller relevant authority' would go up to £6.5 million, so no town or parish council would be subject to Financial Reporting Standards for Smaller Entities (FRSSE) and those like us that formerly prepared their complex accounts under FRSSE would only have to fill in the simplified 'Limited Assurance Annual Return' as used by the majority of parish councils (the 'light touch'). The Audit Commission had yet to send us an Annual Return, nor had the nominated auditor yet made contact. Members noted that they needed to formally recommend adoption of the accounts to meet the 30th June deadline imposed by the Audit Commission so it was unanimously **RESOLVED** to adopt the tabled Financial Statement as a record of transactions during the year, and the Mayor and Clerk were authorised to sign them. The figures for the Annual Return when it was received would come from that Statement, and DCK Beavers would provide the link document. Members also **RESOLVED** that DCK Beavers

would be asked to produce a similar Financial Statement next year to give better visibility of our accounts.

Cllr Sherrell left the meeting.

066. MINUTES OF COUNCIL MEETING 26th APRIL 2011.

The Mayor presented the Minutes of the Meeting. It was **RESOLVED** that the Minutes of this Meeting be adopted.

067. MATTERS ARISING.

There were no such matters.

068. MINUTES OF COUNCIL ANNUAL GENERAL MEETING 23rd MAY 2011.

The Mayor presented the Minutes of the Meeting. It was **RESOLVED** that the Minutes of this Meeting be adopted.

069. MATTERS ARISING.

There were no such matters.

070. PLANS COMMITTEE 26th APRIL 2011.

Cllr Sellis presented the Minutes. It was **RESOLVED** that the Minutes of this Meeting be adopted.

071. PLANS COMMITTEE 3rd MAY 2011.

Cllr Sellis presented the Minutes. It was **RESOLVED** that the Minutes of this Meeting be adopted.

072. PLANS COMMITTEE 24th MAY 2011.

Cllr D Whitcomb presented the Minutes. Concerning Minute 019a and road naming Members noted the recommendation to forward the name of Honorary Burgess the late Mrs Dathan to be commemorated in 'Dathan Close'. Cllr Mrs Johnson spoke about Mrs Dathan, and Members all agreed with the choice. It was **RESOLVED** that the Minutes of this Meeting be adopted.

073. PROPERTIES COMMITTEE 31st MAY 2011.

Cllr Mrs Bailey presented the Minutes.

a. Concerning Minute 027 and the Works Superintendent's report and the proposal by the Golf Club to provide a new car parking area by their club house, Cllr Trew was concerned about the future maintenance of such an area, and the general repair and insurance liability of it all. The meeting agreed that such a car park should be for the use of all not just Golf Club members. The matter was referred back to the Works Superintendent to clarify the repair and general liability matters and report back to the next meeting. It was **RESOLVED** that the Council had no objection to the car park plans in principle.

b. Concerning Minute 032 Cllr Mrs Govier was assured that the matter was being firmly progressed and would return to the Properties Committee in due course.

c. Concerning Minute 033 the Clerk told the meeting of the WDBC response to the Committee's recommendation. The situation was that they were not charging for the use of the Bank Square car park, and were absorbing a £70 a month loss of car parking fees. The market operator, under licence from WDBC, was only charging traders for the hire of stalls. They were not seeking to make a profit but to bring new

business to the area to help regeneration. Some Members were concerned that the market was taking away valuable car parking spaces, and thought that the Town Council should anyway seek a nominal payment for giving the permission under the Charter. If it were to be permanent, then further thought should be given to tolls. Cllr Eberlie thought the new market to be a valuable experiment, and on his proposal it was **RESOLVED** to charge £5 for each market during the pilot scheme.

It was **RESOLVED** that the Minutes of this Meeting be adopted.

Cllr Mrs Govier left the meeting.

074. FINANCE AND GENERAL PURPOSES COMMITTEE 31st MAY 2011.

Cllr Smith presented the Minutes. Concerning Minute 047 and the BID ballot, Members were reminded that we had to vote by the 29th June. As Members had just received the documentation from the BID committee, they could not decide how to vote at this meeting. After some debate it was agreed that each Member would inform the Clerk before Friday 24th June how he or she wished to cast their vote. It was then **RESOLVED** that the Clerk would complete the Council's 11 votes proportionately according to the wishes of the Members, taking into account the rateable value of each property that gave us a vote.

It was **RESOLVED** that the Minutes of this Meeting be adopted. .

075. TO RECEIVE SUCH COMMUNICATIONS OR REPORTS AS MAY BE SUBMITTED BY THE TOWN MAYOR AND TO PASS SUCH RESOLUTIONS AS REQUIRED.

There was no such business.

076. URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE MAYOR.

The Mayor wished that rules for co-opting Members should be included in Standing Orders by the Review Group.

077. SEAL.

RESOLVED that the seal be affixed to the various Deeds and Documents to be made or entered into for the carrying into effect the several decisions and matters approved.

Rising 8. 43 p.m.

Signed.....

Town Mayor

Date.....

Minutes of a Meeting of the **TAVISTOCK TOWN COUNCIL** held in the Council Chamber, Drake Road, Tavistock on **TUESDAY** the **26th** day of **APRIL 2011** at **7.00 p.m.**

Present: Cllr D Whitcomb Mayor
Cllr Mrs S Bailey
Cllr D Best
Cllr Mrs M Govier
Cllr M Harper
Cllr Mrs A Johnson
Cllr Ms C Leverett
Cllr Mrs J C Metcalf
Cllr R Pike
Cllr E Sanders
Cllr P Sanders
Cllr Mrs D Sellis
Cllr J Sellis
Cllr Sherrell
Cllr H Smith
Cllr A Tossell
Cllr B Trew

In Attendance: Town Clerk
Works Superintendent
Assistant to Town Clerk
Mr John Daborn of Drew Pearce
One member of the press

QUIET REFLECTION

Members prepared themselves for the meeting by a few moments of quiet reflection led by the Deputy Mayor.

POLICE REPORT

There were no police representatives present.

COUNTY COUNCILLOR REPORT

The Devon County Councillor for Tavistock tabled the report attached to these Minutes. She was asked why the recycling centres now charged for things that had a resale value, e.g. soil. It was felt that this was cheaper than hiring a rubbish skip, but would be investigated. Members asked about changes to bus routes, one no longer stopped to allow shoppers to easily get to the Town centre, and a Friday morning service from Greenlands had been stopped. Members thought that these services had been funded by s106 money, and should continue for the benefit of residents. Cllr Mrs Sellis thought that rather than stopping some subsidised services, their routes may have been amended to keep them running. The re-modelling of the bus station might also have had an affect on routes.

PUBLIC QUESTION TIME.

There were no questions.

738. APOLOGIES.

There were no apologies for absence.

739. DECLARATIONS OF INTEREST.

Councillors were reminded that this item allowed the Chairman to receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at

the meeting. The disclosure must include the nature of the interest. If they became aware, during the course of a meeting of an interest that has not been disclosed under this item they must immediately disclose it. They may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that is likely to prejudice the councillors' judgement of the public interest and it relates to a financial or regulatory matter.

740. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and having regard to the confidential nature of the business to be discussed it was **RESOLVED** that the press/public be excluded from the Meeting for the following item of business.

741. PROPERTY MANAGEMENT

At the request of councillors Mr John Daborn of Drew Pearce was present to update Members on property matters and answer any questions. The Mayor asked if our tenants were hard pressed and did we need to look at our rentals again? Mr Daborn said we had gradually increased our rental income over the last few years, but there was a difficult retail situation now. The Council had already resolved not to implement Rent Review changes for a year. He briefed Members on the rentals per square foot for various areas of the Town, and how our charges compared. Mr Daborn also confirmed that he had been advising the Town Council since 1996, and while he conducted negotiations they were all subject to approval by the Town Council. Recent advice concerning a rent reduction was good estate management practice to help good tenants to 'weather the recession storm'. The tenant may have misunderstood who could approve such changes. Rents were governed by market forces, and demand for our properties was good at the moment. Cllr Mrs Govier said that it was not the councillors position to sit on judgement on business decisions and the advice of professionals but to make policy; they should not be involved in every decision. Members agreed that every town had empty shops and it was right to try to alter this trend. Mr Daborn explained the advantageous rates Drew Pearce charged the Town Council, and Members agreed that the new council might wish to look at reviewing such professional services. An update on the Auction Room lease was also given. Cllr Sherrell left the meeting.

742. PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

RESOLVED that the public and press be re-admitted to the Meeting.

743. MINUTES OF COUNCIL MEETING 29th MARCH 2011

The Mayor presented the Minutes of the Meeting. It was **RESOLVED** that the Minutes of this Meeting be adopted.

744. MATTERS ARISING.

Cllr Mrs Bailey gave an update on the TIO signage matter. The way forward had been agreed after a meeting with all interested parties.

745. PLANS COMMITTEE 29th MARCH 2011.

Cllr Best presented the Minutes. It was **RESOLVED** that the Minutes of this Meeting be adopted.

746. PLANS COMMITTEE 12th APRIL 2011.

Cllr Best presented the Minutes. It was **RESOLVED** that the Minutes of this Meeting be adopted.

747. PROPERTIES COMMITTEE 19th APRIL 2011.

Cllr Mrs Bailey presented the Minutes.

It was **RESOLVED** that the Minutes of this Meeting be adopted.

748. FINANCE AND GENERAL PURPOSES COMMITTEE 19th APRIL 2011

Cllr Smith presented the Minutes. Concerning Minute 725, Cllr P Sanders felt the recommendation not to be in line with a previous Council resolution to ignore vexatious communications. The matter was deferred until later in the meeting.

It was **RESOLVED** that the Minutes of this Meeting, less Minute 725, be adopted. .

749. TO RECEIVE SUCH COMMUNICATIONS OR REPORTS AS MAY BE SUBMITTED BY THE TOWN MAYOR AND TO PASS SUCH RESOLUTIONS AS REQUIRED.

a. The Mayor announced that a new Town Clerk had been chosen after a strict selection process. He was Mr Carl Hearn, currently working for Cornwall Council. He thanked the officers concerned with the selection process for all their hard work in making it such a success.

b. The Mayor thanked Cllr Best and Cllr Pike for all their hard work with the Council over the years. He wished them well as they would not be returning to the Council after the elections.

Cllr Pike left the meeting.

750. URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE MAYOR

There was no such business.

751. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and having regard to the confidential nature of the business to be discussed it was **RESOLVED** that the press/public be excluded from the Meeting for the following item of business.

**752. FINANCE AND GENERAL PURPOSES COMMITTEE 19th APRIL 2011
MINUTE 725**

Cllr P Sanders felt the recommendation not to be in line with a previous Council resolution to ignore vexatious communications. Cllr Mrs Johnson explained why she had made the proposal. Cllr Trew gave a full explanation of the background to the matter and how communications from the ex-members of staff should be treated in the future. Council officers had always behaved exemplarily and had been libelled in letters that were full of half truths and lies. The ex-members of staff had always been treated correctly, and all communications from the Council to them had been drafted or approved by our lawyers and HR advisors. Some Members agreed they had been in communication with the ex-members of staff, and all were reminded by the Mayor, Cllr Mrs Johnson and Cllr Smith of the need to maintain confidentiality on all such matters. Cllr Harper wondered about taking out injunctions or using the Public Order Act to stop such letters. Members then **RESOLVED** to adopt the recommendation made in Minute 725.

It was **RESOLVED** to adopt Minute 725 of this meeting as written.

753. INSTRUCTION FROM MONITORING OFFICER

a. A letter had been received from the Monitoring Officer of West Devon Borough Council concerning a recent investigation into a complaint about a breach of the Code of Conduct by a member of the Council. The Standards Committee found there to have been no breach, but the following recommendation was to be officially brought to the attention of the Council and be included on a Council agenda.

“It is apparent from my investigation that Members of Tavistock Town Council are heavily involved in employment matters and take their roles very seriously. However, it is also very apparent from my investigation that dealing with these employment matters causes friction amongst Members. I consider that in the light of this friction, and also the complex nature of employment case law and regulations that Member involvement should be reduced and possibly eradicated altogether. Employment matters should be left to officers and experienced professionals as failure to act properly may result in severe financial repercussions for the Council. If Members are to continue being involved in employment matters then the Council must ensure that all those Members involved receive training on how to conduct internal employment hearings and also regular updates on developments in employment law”.

b. Cllr Mrs Govier understood how the Monitoring Officer had been trying to prevent harm to the Council, and suggested that the time was right to abolish the Staffing Sub-Committee. Cllr P Sanders agreed, and said that Members should respect the operational role of the staff, and all disciplinary matters should be dealt with by the Town Clerk. There should be a small Members group reserved to deal with the Clerk if that was required, and to act in appeal processes. Cllr Smith felt that all appropriate Standing Orders would need to be re-written before the AGM, at which the Staffing Sub-Committee could be abolished. The Deputy Mayor asked if there should still be a ‘Staffing Forum’ at which the staff could present problems and staffing issues for referral on. The Clerk suggested that Members might like to hear from HR organisations that might be able to take on such employment matters, and this was agreed. Other principal council HR managers should also be contacted to see what help they could provide. It was then **RESOLVED** to abolish the Staffing Sub-Committee.

754. PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960
RESOLVED that the public and press be re-admitted to the Meeting.

755. SEAL.
RESOLVED that the seal be affixed to the various Deeds and Documents to be made or entered into for the carrying into effect the several decisions and matters approved.

Rising 9. 15 p.m.

Signed.....
Town Mayor

Date.....

Minutes of a Meeting of the **TAVISTOCK TOWN COUNCIL** held in the Council Chamber, Drake Road, Tavistock on **TUESDAY** the **29th** day of **MARCH 2011** at **7.00 p.m.**

Present: Cllr D Whitcomb Mayor
Cllr Mrs S Bailey
Cllr D Best
Cllr Mrs M Govier
Cllr M Harper
Cllr Mrs A Johnson
Cllr Ms C Leverett
Cllr Mrs J C Metcalf
Cllr R Pike
Cllr E Sanders
Cllr P Sanders
Cllr Mrs D Sellis
Cllr J Sellis
Cllr Sherrell
Cllr H Smith
Cllr A Tossell

In Attendance: Town Clerk
Assistant to Town Clerk
One member of the press
TIO Manager

QUIET REFLECTION

Members prepared themselves for the meeting by a few moments of quiet reflection led by Lt Col Joan Williams of the Salvation Army.

POLICE REPORT

There were no police representatives present.

COUNTY COUNCILLOR REPORT

The Devon County Councillor for Tavistock tabled the report attached to these minutes. Concerning the Crowndale Tip and the new charges, Members asked about a rumour that only 7 minutes would be allowed for unloading, and under what control the collection of monies due to DCC might be. They also queried the apparent trading that already went on, and the high cost of a bag of asbestos (£20) that would encourage fly tipping. Cllr Mrs Sellis would pass the queries on to the DCC Cabinet Member responsible.

PUBLIC QUESTION TIME.

There were no questions.

672 APOLOGIES.

There were apologies for absence from Cllr B Trew.

673. DECLARATIONS OF INTEREST.

Councillors were reminded that this item allowed the Chairman to receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting. The disclosure must include the nature of the interest. If they became aware, during the course of a meeting of an interest that has not been disclosed under this item they must immediately disclose it. They may remain in the meeting and

take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that is likely to prejudice the councillors' judgement of the public interest and it relates to a financial or regulatory matter.

674. MINUTES OF COUNCIL MEETING 15th FEBRUARY 2011

The Mayor presented the Minutes of the Meeting. It was **RESOLVED** that the Minutes of this Meeting be adopted.

675. MATTERS ARISING.

There were no such matters.

676. MINUTES OF EXTRAORDINARY COUNCIL MEETING 22nd FEBRUARY 2011

The Mayor presented the Minutes of the Meeting. It was **RESOLVED** that the Minutes of this Meeting be adopted.

677. MATTERS ARISING.

Concerning Minute 616, Cllr Smith had to withdraw from the Selection Board. Only four members had notified the Office that they were available for that task, and a ballot was held. Cllr Mrs Johnson was selected and was deputed to take the vacant place in the final Selection Board.

Cllr Smith then made a personal statement to Members explaining why he had been forced to withdraw from the Board. He thanked Members for selecting him in the first place, and had been proud to be part of the team. However personal circumstances made it impossible for him to find the time to take part.

678. MINUTES OF ANNUAL TOWN MEETING 8th MARCH 2011

The Mayor presented the Minutes of the Meeting. It was **RESOLVED** that the Minutes of this Meeting be adopted.

679. MATTERS ARISING.

There were no such matters.
Cllr Sherrell left the meeting.

680. PLANS COMMITTEE 15th FEBRUARY 2011.

Cllr Best presented the Minutes. It was **RESOLVED** that the Minutes of this Meeting be adopted.

681. PLANS COMMITTEE 1st MARCH 2011.

Cllr Best presented the Minutes. Noted that meeting had not been quorate. It was **RESOLVED** that the Minutes of this Meeting be adopted.

682. PLANS COMMITTEE 15th MARCH 2011.

Cllr Pike presented the Minutes. It was **RESOLVED** that the Minutes of this Meeting be adopted.

683. PROPERTIES COMMITTEE 22nd MARCH 2011.

Cllr Mrs Bailey presented the Minutes.

a. Concerning Minute 639, Cllr P Sanders had seen some e mails concerning the CRA ground. He was told that the individual concerned had no standing with the

Trust, and that the matter of the selection of the Queen Elizabeth II Playing Field concept had been forwarded to the Trustees for their consideration.

b. Concerning Minute 642 and the Bridge lighting, progress had been made in tracking down the cabling and plans were being made to connect the lights up in the near future.

c. Concerning Minute 643b and a request to fly the EU flag on EU day, Members were concerned that this could be seen to be a political statement rather than a statement of national pride (as all the other flag flying days were). We also only had the ability to fly one flag at a time from the Town Hall. Some thought that flying the EU flag would show that the Town Council had taken a stance on the matter, even knowing that not all the electors of Tavistock were in favour of the EU. It was **RESOLVED** by 13 votes for, 2 against and one abstention not to fly the EU flag.

It was **RESOLVED** that the Minutes of this Meeting be adopted.

684. FINANCE AND GENERAL PURPOSES COMMITTEE 232nd MARCH 2011

Cllr Smith presented the Minutes. It was agreed to defer Minutes 658 and 659 until the end of the meeting.

It was **RESOLVED** that Minutes 644 to 656 inclusive of this Meeting be adopted. It was noted that the recommendation in Minute 648 concerning a PWLB loan was passed.

685. TO RECEIVE SUCH COMMUNICATIONS OR REPORTS AS MAY BE SUBMITTED BY THE TOWN MAYOR AND TO PASS SUCH RESOLUTIONS AS REQUIRED.

There were no such reports.

686. URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE MAYOR

The TIO in Court Gate was finding that the public cannot locate them. They wish to put out two 'flags' each morning and take them in at night. An illustration of the flags they wished to get advertising consent for had been circulated. In view of the strong concerns Members had felt about a previous advertising sign the matter had been placed before this meeting for all Members to comment. The Manager of the TIO, Mrs Nadine Trout, briefed Members on the problem. After considerable debate the majority of Members formed the opinion that

- the flags were out of keeping with the surrounding buildings,
- their use was at odds with the WDBC refusal to allow businesses to use 'A' boards to help people locate their shops, and there should be a level playing field (though Mrs Trout said that the Enforcement Officer had agreed they could be used to sign a public amenity),
- The flags were large and might topple in strong winds,
- The land on one side of the TIO where a flag might be placed was DCC property.

No decision about the flags was reached, but by 14 votes to one it was **RESOLVED** to arrange a meeting with the Conservation Officer.

687. PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and having regard to the confidential nature of the business to be discussed it was **RESOLVED** that the press/public be excluded from the Meeting for the following item of business.

688. FINANCE AND GENERAL PURPOSES COMMITTEE 232nd MARCH 2011

Members debated Minutes 658 and 659.

a. **Minute 658.** At the last Finance and General Purposes Committee meeting Members debated a recent rental re-negotiation for one of our properties, and a recommendation not to endorse the result of the negotiations was made. The Clerk had circulated a note with more details, and rather than having the shop go out of business (owing us money and having an empty shop) Members were asked to accept the revised terms that Drew Pearce had negotiated for us in this single case. The Clerk reported that we had always taken our professional advisers' recommendation, and in this case this was to take the offer as it was the best that could be expected. After considerable debate Members agreed that the revised terms were not a legal offer, and that the re-negotiation had exceeded the officer's and adviser's remit. They did not wish to cut the rental as that would lead to everyone else asking for the same and a loss to the Council. Some Members agreed that we did not want to see empty shops, and that some rents might reasonably be examined to see if they were still appropriate, but the Council had to act in the interests of all council taxpayers, not just our tenants. The sense of the meeting was to uphold the recommendation of the Finance and General Purposes Committee rather than risk the loss of income if a rent reduction was allowed. It was **RESOLVED** *nem con* (with Cllr Mrs Govier abstaining) that the recommendation be endorsed and the terms of this particular lease as signed by the tenant be enforced. The Clerk confirmed that John Daborn of Drew Pearce would attend the next Council meeting to allow a full discussion on property matters.

b. **Minute 659.** The Clerk read out a letter from Foot Anstey, and Members **RESOLVED** to take the legal advice offered concerning meetings about the Auction Rooms. Written terms of reference for any meeting would be provided to our property advisor.

It was **RESOLVED** that Minutes 658 and 659 of this Meeting be adopted.

689. PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

RESOLVED that the public and press be re-admitted to the Meeting.

690. SEAL.

RESOLVED that the seal be affixed to the various Deeds and Documents to be made or entered into for the carrying into effect the several decisions and matters approved.

Rising 8. 45 p.m.

Signed.....
Town Mayor

Date.....

Minutes of an Extraordinary Meeting of the **TAVISTOCK TOWN COUNCIL** held in the Council Chamber, Drake Road, Tavistock on **TUESDAY** the **22nd** day of **FEBRUARY** **2011** at **7.00 p.m.**

Present: Cllr D Whitcomb Mayor
Cllr Mrs S Bailey
Cllr M Harper
Cllr Mrs A Johnson
Cllr Ms C Leverett
Cllr Mrs J C Metcalf
Cllr R Pike
Cllr E Sanders
Cllr P Sanders
Cllr Mrs D Sellis
Cllr J Sellis
Cllr H Smith
Cllr A Tossell

In Attendance: Town clerk
Mrs Sarah Wheatley HR Advisor

612. APOLOGIES.

There were apologies for absence from Cllr E Sherrell and Cllr B Trew.

613. DECLARATIONS OF INTEREST.

Councillors were reminded that this item allowed the Chairman to receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting. The disclosure must include the nature of the interest. If they became aware, during the course of a meeting of an interest that has not been disclosed under this item they must immediately disclose it. They may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that is likely to prejudice the councillors' judgement of the public interest and it relates to a financial or regulatory matter.

614. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and having regard to the confidential nature of the business to be discussed it was **RESOLVED** that the press/public be excluded from the Meeting for the following item of business.

615. MINUTES OF THE STAFFING SUB-COMMITTEE.

a. As Members of the Properties Committee were not given a copy of the minutes of the Staffing Sub-Committee for the 1st February 2011 (when these were tabled to members of the Finance and General Purposes Committee for their consideration at their meeting on the 8th February) those minutes were tabled to allow Members to note them before proceeding with the business of the meeting. Cllr Smith presented the Minutes of the 1st February.

b. The Minutes of the 1st February had recommended a certain course of action that was not now generally supported. The Members agreed the last Council meeting (Minute 605) had adopted the Finance and General Purposes Committee Minutes with the exception of Minute 566c (the Staffing Sub-Committee Minutes) as some Members had not then seen them. As all had now had copies, and there were no comments, on a proposal by Cllr P Sanders it was **RESOLVED** to adopt Minute 566c as written.

616. TOWN CLERK RECRUITMENT

a. A number of problems have arisen in implementing the recruitment processes put forward by previous meetings of the Council. Advice was that compiling two different sets of candidates by different sifting processes might lead to discrimination claims being brought against the Council. TamarHR had anyway planned to advertise on all reasonable media outlets (Opportunities, WMN, Tavy Times and the SLCC Website and magazine). There appeared no way to find a second set of candidates. Cllr Smith confirmed that the belief was that the criteria to get on the short list had to be identical for all applicants. Members thought that time was now of the essence as the Clerk had given warning of his retirement over 4½ months ago and deadlines would soon be missed. Members then **RESOLVED** to go down the TamarHR route. A proposal that we advertise in the Tavistock Times was defeated.

b. TamarHR had drafted a set of recruitment documentation and this was tabled for Members endorsement. It consisted of:

- Appointment Guidance Notes
- Advertisement
- Job Description
- Person Description
- Application Form
- Assessment timetable
- Equal Opportunities monitoring form

They were agreed with minor corrections. There was debate about which councillors should form the interview boards. All Councillors would give the Mayor their availability and state which boards they were interested in and he and the Deputy Mayor would allocate them to interview boards and other tasks as required. It was **RESOLVED** that the final decision making board should consist of the Mayor, Deputy Mayor and Chair of Finance and General Purposes Committee.

c. Members also noted the details and costs of the planned numeric ability and occupational personality tests. It was **RESOLVED** that it would be better for these be undertaken under test conditions in Tavistock. It was agreed that details of dates for interview boards would be circulated as soon as possible.

Mrs Wheatley left the Chamber.

617. EX-EMPLOYEE MATTERS

As an urgent matter the Mayor raised the fact that Councillors had received another letter from an ex-employee. Initial legal advice was accepted, as it did not cut across what most Members wished to do about the matter. We awaited further advice, but the Mayor wished that a final Council reply be drafted and cleared with the lawyers.

Individual Members had the right to respond if they wished, though most felt it better to leave the matter alone.

618. PANNIER MARKET MONDAY OPENING

As an urgent matter the Deputy Mayor raised the subject of the recent instructions to the Market traders concerning Monday opening. He felt that the instructions did not express the will of the Council. After some debate it was **RESOLVED** that a further letter would be sent out after approval by the Mayor showing that no trader had to trade on a Monday, no closed '5-day trader' tables had to be emptied and that tolls would be £5 a table for all.

619. PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

RESOLVED that the public and press be re-admitted to the Meeting.

620. SEAL.

RESOLVED that the seal be affixed to the various Deeds and Documents to be made or entered into for the carrying into effect the several decisions and matters approved.

Rising 8. 50 p.m.

Signed.....
Town Mayor

Date.....

Minutes of a Meeting of the **TAVISTOCK TOWN COUNCIL** held in the Council Chamber, Drake Road, Tavistock on **TUESDAY** the **15th** day of **FEBRUARY 2011** at **7.00 p.m.**

Present: Cllr D Whitcomb Mayor
Cllr Mrs S Bailey
Cllr D Best
Cllr Mrs M Govier
Cllr Mrs A Johnson
Cllr Ms C Leverett
Cllr Mrs J C Metcalf
Cllr E Sanders
Cllr P Sanders
Cllr Mrs D Sellis
Cllr J Sellis
Cllr Sherrell
Cllr H Smith
Cllr B Trew

In Attendance: Town Clerk
Assistant to Town Clerk
Town Crier and Consort
One member of the press
One member of the public

The Mayor and Reverend Moles were announced and escorted into the meeting by the Town Crier, Mr David Turner.

QUIET REFLECTION

Members prepared themselves for the meeting by a few moments of quiet reflection led by Reverend Jeff Moles of the Tavistock Methodist Church.

TOWN CRIER

Mr Turner introduced himself to Members and demonstrated the new uniforms for his consort and himself in the Town colours.

POLICE REPORT

WPC Karen Hall was present to make a short report to the Council. The town had been quiet since Christmas, and crime was down by 11% on the same period last year.

COUNTY COUNCILLOR REPORT

The Devon County Councillor for Tavistock tabled the report attached to these minutes. Cllr Trew raised the £750,000 parking 'debt' and the various questions he had asked of DCC. He said only one of his nine questions had so far been answered. Cllr Mrs Sellis replied that she had been to various meetings with highways staff and they were working on the answers, but pressure of work was delaying matters. On the matter of public transport Cllr Mrs Metcalf asked if any assistance would be given to taxi firms that assist people in isolated rural areas. It would be looked into. Cllr Mrs Johnson reminded Members of the questions raised at the extraordinary council meeting on the 1st December, and was told they were addressed in a letter that had arrived that morning. Cllr Sherrell then thanked Cllr Mrs Sellis for all her hard work on behalf of the town.

PUBLIC QUESTION TIME.

There was one question concerning the proposal to spend £5,000 on the Royal Wedding celebrations. The member of the public was strongly against such a measure. He was informed by Cllr Smith that there was never an agreement to spend £5,000, but officers had been tasked to organise an event so some form of funding level had to be allocated to assist with the planning. Members had noted the various views expressed in the media and moved on, and he believed that an event might be held which would not cost the tax payer anything.

594 APOLOGIES.

There were apologies for absence from Cllr M Harper, Cllr R Pike and Cllr A Tossell.

595. DECLARATIONS OF INTEREST.

Councillors were reminded that this item allowed the Chairman to receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting. The disclosure must include the nature of the interest. If they became aware, during the course of a meeting of an interest that has not been disclosed under this item they must immediately disclose it. They may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that is likely to prejudice the councillors' judgement of the public interest and it relates to a financial or regulatory matter.

596. UPDATE FROM MERCIAN DEVELOPMENTS LTD.

a. Mr Chris Towers, Mr Andy Barton and Mr Ian Harris of Mercian were present to up-date the Council on what they had been progressing for Tavistock since they last attended a Council meeting. They noted the comments made on the Pannier Market sketches at the Town Hall open day, and said that they were indicative for consultation only. They warranted further investigation and they would prepare costings. They had put various ideas to the Inspector, and showed Members indicative plans for developments on the Plymouth road, to include food and non-food retail and community infrastructure and assets. They felt the Inspector had been sympathetic, but felt the retail study was out of date. Employment provided by retail facilities was acceptable, but it needed to satisfy tests for any food element. They intended to put on an exhibition and hold consultations later in the year, aiming for planning applications by Christmas.

b. They were asked who might pay for the development around the Pannier Market, and thought that the better income stream coming from the changes would cover the cost of any loans. It was emphasised that Mercian were undertaking all this work for themselves, and the Town Council was merely being kept informed. Nothing had been formally brought to the Council, and no decisions had been made by the Town Council. The information was merely being shared with the public to see their responses. Members agreed it was right to go cautiously along this route, as it was not costing the Council anything and might well be of later benefit.

Cllr Sherrell left the meeting.

597. **MINUTES OF COUNCIL MEETING 4th JANUARY 2011**
The Mayor presented the Minutes of the Meeting. It was **RESOLVED** that the Minutes of this Meeting be adopted.
598. **MATTERS ARISING.**
There were no such matters.
599. **MINUTES OF COUNCIL MEETING 18th JANUARY 2011**
The Mayor presented the Minutes of the Meeting. It was **RESOLVED** that the Minutes of this Meeting be adopted.
600. **MATTERS ARISING.**
Debate about some financial aspects of the work on the Core Strategy was deferred to the end of the meeting.
601. **PLANS COMMITTEE 4th JANUARY 2011.**
Cllr Best presented the Minutes. It was **RESOLVED** that the Minutes of this Meeting be adopted.
602. **PLANS COMMITTEE 18th JANUARY 2011.**
Cllr Best presented the Minutes. It was **RESOLVED** that the Minutes of this Meeting be adopted.
603. **PLANS COMMITTEE 1st FEBRUARY 2011.**
Cllr Mrs Bailey presented the Minutes. It was **RESOLVED** that the Minutes of this Meeting be adopted.
604. **PROPERTIES COMMITTEE 8th FEBRUARY 2011.**
Cllr Mrs Bailey presented the Minutes.
- a. Concerning Minute 552, Cllr Trew was unhappy with the recommendation and wished to reverse it. He proposed that the recommendation be reversed, and we do not require the Pannier Market to open on a Monday during the Summer period until further research is undertaken to ensure that costs are covered and market research is done to gain more information. Cllr Mrs Metcalf seconded the proposal. The point was made that the Chamber of Commerce had been supported to the tune of £33,000 over the last few years, but our duty was first to the Pannier Market traders who paid tolls to the Council and saved the charging of more council tax. In particular the 5-day traders' views should be taken into consideration. They were almost unanimous in not wanting to trade on a Monday.
- b. Cllr Trew explained that in the past the shopkeepers had acted against the market traders by asking their suppliers not to supply them and stop competition. limited market research had been undertaken by the Chamber, and responses to their questions had been overwhelmingly against opening the Market on a Monday. Cllr Sellis thought the Council should be more creative and work round problems to make a profit. Most shopkeepers worked 6 days a week so maybe traders could. Cllr P Sanders understood that the Market should be made available on a Monday for any suitable use, it was not part of the recommendation to compel traders to work on a Monday.

c. It was emphasised that the basis of the financial success of the Market was that stalls were set up for 5 days, and that pattern of work was set and proved for several years. Opening on Mondays before Christmas had not proved to be very successful. The Mayor could not understand why the 'jewel in the crown' was not open on a Monday. It was not the Council's job to tell traders how to run their businesses, but to provide a market open and ready for them. He agreed it would be difficult to make traders take down their stalls and remove stock if they were not trading on a 6th day. Cllr Trew's proposal was then defeated by 5 votes for and 8 against.

It was **RESOLVED** that the Minutes of this Meeting be adopted.

605. FINANCE AND GENERAL PURPOSES COMMITTEE 8th FEBRUARY 2011

Cllr Smith presented the Minutes. It appeared that members of the Properties Committee had not been given a copy of the minutes of the Staffing Sub-Committee for the 1st February 2011 when these were tabled to members of the Finance and General Purposes Committee for their consideration at the meeting on the 8th February. It was agreed they should be taken as the first item on the agenda for the Council meeting on the 22nd February. It was **RESOLVED** that the Minutes of this Meeting be adopted.

606. TO RECEIVE SUCH COMMUNICATIONS OR REPORTS AS MAY BE SUBMITTED BY THE TOWN MAYOR AND TO PASS SUCH RESOLUTIONS AS REQUIRED.

There were no such matters.

607. URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE MAYOR

There were no such matters.

608. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and having regard to the confidential nature of the business to be discussed it was **RESOLVED** that the press/public be excluded from the Meeting for the following item of business.

609. CONSULTANTS FEES

This matter was deferred from Minute 600. Details of the costs of the work undertaken on the Council's behalf on the Core Strategy were notified to Members. It was agreed they were reasonable and payment was endorsed.

610. PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

RESOLVED that the public and press be re-admitted to the Meeting.

611. SEAL.

RESOLVED that the seal be affixed to the various Deeds and Documents to be made or entered into for the carrying into effect the several decisions and matters approved.

Rising 8. 45 p.m.

Signed.....

Town Mayor

Date.....

Minutes of an Extraordinary Meeting of the TAVISTOCK TOWN COUNCIL held in the Council Chamber, Drake Road, Tavistock on TUESDAY the 18th day of JANUARY 2011 at 7.00 p.m.

Present: Cllr D Whitcomb Mayor
Cllr Mrs S Bailey
Cllr D Best
Cllr Mrs M Govier From minute 533c on
Cllr M Harper
Cllr Mrs A Johnson
Cllr Mrs J C Metcalf
Cllr R Pike
Cllr E Sanders
Cllr Mrs D Sellis
Cllr J Sellis
Cllr H Smith
Cllr B Trew

In Attendance: Town clerk
Three members of the public

531. APOLOGIES.

There were apologies for absence from Cllr A Tossell and Cllr P Sanders.

532. DECLARATIONS OF INTEREST.

Councillors were reminded that this item allowed the Chairman to receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting. The disclosure must include the nature of the interest. If they became aware, during the course of a meeting of an interest that has not been disclosed under this item they must immediately disclose it. They may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that is likely to prejudice the councillors' judgement of the public interest and it relates to a financial or regulatory matter.

533. CORE STRATEGY.

a. Mr Stephen Gill gave Members a brief on the outcome of the Core Strategy EIP that had taken place in November. Mr Gill had attended the whole 2 weeks of the hearing and Tavistock had been involved in almost all the days. WDBC had produced a number of new documents, all of which had to be gone through. The Inspector covered Legal Compliance and thought that consultations etc had gone according to statute, justification and seemed concerned at why the Strategy had been chosen against alternatives, and had concerns about deliverability and flexibility and was it in line with Government policy and the Localism Bill.

b. The railway line caused problems, as funding it seemed to force down the allocation of affordable housing to below 40%. The promised infrastructure enhancements also seemed to disappear for cost reasons. Health, care, schooling, youth facilities, bus and highway improvements all dropped in priority and there were doubts they would ever happen. DCC had provided the Tavistock to Plymouth corridor document to justify the railway on time and cost grounds. It was flawed as no mention had been made of the Park and Ride, nor travelling time to and from the stations. Mr Gill felt that the railway would take £18.5M from the development to

the detriment of all other infrastructure projects. There would be no link road, cancelled because of cost not landscape concerns. It was also assumed that all the railway users would come from Tavistock centre, not from outlying villages with the consequent traffic problems.

c. Concerning the urban extension v rural development argument, some developers had put forward ideas of the rural developments being in addition to the 750 urban extension. That was not helpful to our case. The Inspector seemed to have 3 options:

- Rule against the urban development.
- Rule against the urban development and use other rural sites as alternatives.
- Accept the urban development and use other rural sites as additions.

There had been some minor success. The Inspector allowed for more economic development in rural areas. He also supported arguments against out of town superstores. However, the downgrading of finite definitions for infrastructure to words like 'approximate' and 'appropriate' watered it all down. The future depended a lot on the content of the Localism Bill, and the Inspector was waiting for that to be published. Neighbourhood groups would have more say in planning decisions and this could affect the implementation of any Core Strategy housing plans. Local groups could also affect the definition of words such as 'appropriate' driving them higher.

e. Members asked Mr Gill questions on the EIP. They were concerned at the downgrading of the infrastructure plans, particularly the health and care ones. They also asked about the omission of the word 'market' before any mention of town for Tavistock and Okehampton. Was this some ploy to make expansion easier? Mr Gill thought not, just shorthand. It was confirmed that DCC would not be building any more schools, and the expansion of Whitchurch Primary was no longer planned. Members agreed that the whole infrastructure package was now in doubt, but that there was no matching thought of cutting down the numbers of new houses. The increase in population with no infrastructure changes would be a huge problem. WDBC members had been sold the plan on a 'win/win' basis as with it came a new hospital, schools, roads, etc. Now all that had gone. It was also noted that WDBC would not be producing a sustainable development policy document as part of the supplementary planning documentation. Members felt that this was indeed needed, apart from other matters the lack of new community care would mean that the 750 houses should be built on a 'lifetime house' standard to cater for older people at home. Members **RESOLVED** to instruct Mr Gill to continue to represent their views to the Inspector.

534. SEAL.

RESOLVED that the seal be affixed to the various Deeds and Documents to be made or entered into for the carrying into effect the several decisions and matters approved.

Rising 7. 55 p.m.

Signed.....
Town Mayor

Date.....
Created with

Minutes of a Meeting of the **TAVISTOCK TOWN COUNCIL** held in the Council Chamber, Drake Road, Tavistock on **TUESDAY** the **4th** day of **JANUARY 2011** at **7.00 p.m.**

Present: Cllr D Whitcomb Mayor
Cllr Mrs S Bailey
Cllr D Best
Cllr Mrs M Govier
Cllr M Harper
Cllr Mrs A Johnson
Cllr Ms C Leverett
Cllr Mrs J C Metcalf
Cllr R Pike
Cllr P Sanders
Cllr Mrs D Sellis
Cllr J Sellis
Cllr H Smith
Cllr A Tossell

In Attendance: Town clerk
Assistant to Town Clerk
One member of the press
Three members of the public

Cllr Stuart Hughes DCC Cabinet Member
Mr Lester Willmington DCC Highways

QUIET REFLECTION

Members prepared themselves for the meeting by a few moments of quiet reflection led by the Mayor and Deputy Mayor.

COUNTY COUNCILLOR REPORT

Devon County Councillor for Tavistock tabled the report attached to these minutes.

PUBLIC QUESTION TIME.

There were no questions.

497 APOLOGIES.

There were apologies for absence from Cllr E Sanders, Cllr Sherrell and Cllr Trew.

498. DECLARATIONS OF INTEREST.

Councillors were reminded that this item allowed the Chairman to receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting. The disclosure must include the nature of the interest. If they became aware, during the course of a meeting of an interest that has not been disclosed under this item they must immediately disclose it. They may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that is likely to prejudice the councillors' judgement of the public interest and it relates to a financial or regulatory matter.

Cllrs P Sanders and Mrs D Sellis both declared personal interests as DCC Councillors and members of the HATOC.

499. MINUTES OF COUNCIL MEETING 23rd NOVEMBER 2010

The Mayor presented the Minutes of the Meeting. It was **RESOLVED** that the Minutes of this Meeting be adopted.

500. MATTERS ARISING.

Cllr P Sanders asked about the repairs to the carillon. Nothing had been heard from the company concerned. The clerk would investigate.

501. MINUTES OF EXTRAORDINARY COUNCIL MEETING 1st DECEMBER 2010

The Mayor presented the Minutes of the Meeting. It was **RESOLVED** that the Minutes of this Meeting be adopted.

502. MATTERS ARISING.

a. Cllr Stuart Hughes (DCC Cabinet Member for highways) and Mr Lester Willmington (DCC Highways Officer) were present in the Chamber to answer any questions from Members on pay and display. Members **RESOLVED** to suspend Standing Orders to allow open debate on this matter.

b. With regard to the publishing of the Order, Cllr Smith had heard that it had been undertaken before any consultation as the process was felt to be 'too slow'. He asked too slow for whom? The electorate of Tavistock or the DCC Cabinet? Cllr Hughes replied that the consultation experience with Seaton had 'gone round in circles' and had proved too slow to allow a roll-out of pay and display, so DCC had decided to speed up the process. Part of this was to offer a half hour free parking period before it was necessary to pay. The Cabinet hoped that such an inducement would speed things up, and Cllr Hughes said that they might also consider extending this to one hour as the current traffic order allowed on-street parking for one hour. Cllr Smith felt that this lack of consultation flew in the face of the Government's Local Agenda, and was not 'bottom up' governance but change imposed from the top. Cllr Hughes responded that the Localism Bill was not yet law, and reminded Members that the pay and display concept had started in July 2009.

c. Cllr Mrs Govier wondered why the Town Council had not been properly consulted since July 2009. If DCC would allow one hour free then she thought that the idea of pay and display was redundant as that was what we had now. Cllr Harper thought that the phrase 'rolling out pay and display' indicated that the decision had been made before any local consultation. He asked if Tavistock was being used to make up for DCC administrative errors in allowing the £650,000 deficit in unpaid parking enforcement charges. Mr Willmington reminded Members that parking control ceased being a criminal matter in 2006/07, and it then passed to the control of local councils. Since then the expenditure on parking control exceed the income by a total of £500,000, and DCC looked to improve the effectiveness of this as well as all its other services. He asked Members not to twist his words, and confirmed that income was less than the cost of delivery. Cllr Harper repeated his view that the deficit was the result of mismanagement and the agencies involved must be inefficient. Cllr Sellis said that 18 months ago the Chamber of Commerce was in favour of pay and display. From the public benches Mr Eadie explained that the Chamber had been in favour during the period between the police giving up control and local councils taking over control of parking when there had been no control at all. Now that the CEOs were doing a fine job in controlling parking the Chamber members had changed their minds.

d. Cllr Mrs Metcalf said the pay and display measure would be very unpopular, and asked how much it would cost. Meters would look awful in a traditional market town. Mr Willmington said it might take 18 months to cover the costs, but it would also make the CEOs more efficient. Cllr Mrs Johnson was cross about the lack of consultation, and felt that the various figures put to the Council were muddled. Clarity was needed. Cllr Trew had sent a list of questions to DCC and not yet received any answers (though many could not open the e-mail attachment concerned). Cllr Tossell felt that if a free period of one hour was on offer then the electorate might be happy with that. Members noted that it was easier to amend a traffic order than to make a new one, and whatever might be the order now that could easily be changed for the worse at a later date. Cllr Sanders asked if a change from 30 minutes to one hour free was made would the Traffic Order as published still be valid? And would the World Heritage Site status be affected? What were the views of the DCC Conservation Officer and Archaeologist?

e. Mr Willmington replied to some of the points raised. He explained how pay and display would allow CEOs to make just one control visit not several over an hour. That would improve efficiency and cost less overall. He agreed it was easier to change Traffic Orders than to make new ones, though they had to be relaxed not made harder. DCC would take note of the historic nature of Tavistock and they would be sensitive and take advice over the permitted developments. He would answer all Cllr Trew's questions. He agreed that the books would not be balanced if the free period went from 30 minutes to one hour, but no decision had yet been made on that.

f. Members felt that any pay and display would drive shoppers out of the town centre to out of town supermarkets. Cllr Mrs Govier was concerned about the displacement or long term parking to neighbouring residential streets. We had a Parking Focus Group that had been considering the need for residents' parking schemes. Pay and display forcing motorists to park in residential streets might lead to the need for more double yellow lines to stop parking that blocked access to emergency vehicles and rubbish lorries. Cllr Mrs Sellis agreed that the matter could not be considered piecemeal, and that residents parking and WDBC off-street parking at reasonable rates should all be considered. Cllr Hughes said that if the Town Council wished DCC to come up with a comprehensive traffic management plan for Tavistock he would be happy to work with the Council and the Chamber to look at all these issues. He asked that any such request be put in writing to him. The WDBC share of the whole £650,000 shortfall was only £75,000. Cllr Mrs Govier thought that the Tavistock share of that was such a small portion that it would be right to work with DCC to sort out our discrepancy. The Mayor summed up saying the people of Tavistock were very unhappy with the idea of pay and display. The Chamber of Commerce was against it. As a World Heritage town Tavistock should be given special consideration. Pay and display was not wanted. The Clerk asked if a written request to work on a traffic management plan should be sent to DCC, and Members agreed that it should.

Cllr Stuart Hughes and Mr Lester Willmington were thanked for their participation in the meeting, and then left the Chamber.

Members **RESOLVED** to reintroduce Standing Orders.

503. **PLANS COMMITTEE 23rd NOVEMBER 2010.**
Cllr Best presented the Minutes. It was **RESOLVED** that the Minutes of this Meeting be adopted.
504. **PLANS COMMITTEE 7th DECEMBER 2010.**
Cllr Best presented the Minutes. It was **RESOLVED** that the Minutes of this Meeting be adopted.
505. **PLANS COMMITTEE 20th DECEMBER 2010.**
Cllr Best presented the Minutes. It was **RESOLVED** that the Minutes of this Meeting be adopted.
506. **PROPERTIES COMMITTEE 21st DECEMBER 2010.**
Cllr Mrs Bailey presented the Minutes. It was agreed to debate minute 467 at the end of the meeting. Concerning Minute 469 it was agreed to hold a Council Meeting at 6.30 pm on Tuesday 18th January to allow Mr Gill to brief members on the Core Strategy. It was **RESOLVED** that the Minutes of this Meeting be adopted.
507. **FINANCE AND GENERAL PURPOSES COMMITTEE 21st DECEMBER 2010**
Cllr Smith presented the Minutes. It was **RESOLVED** that the Minutes of this Meeting be adopted.
508. **TO RECEIVE SUCH COMMUNICATIONS OR REPORTS AS MAY BE SUBMITTED BY THE TOWN MAYOR AND TO PASS SUCH RESOLUTIONS AS REQUIRED.**
There were no such matters.
509. **URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE MAYOR**
- a. **Public Bodies (Admission to Meetings) act 1960**

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and having regard to the confidential nature of the business to be discussed it was **RESOLVED** that the press/public be excluded from the Meeting for the following item of business.
- b. **Auction Rooms**
Members had received a confidential brief on Auction Room matters and letters from our solicitors. Members **RESOLVED** *nem con* that the advice of our lawyers to take action to enforce covenants should be taken. The Clerk was directed to follow certain financial guidelines.
- c. **Toilets**
Members received a letter from WDBC requesting a reply by 17th January about the future plans for the 3 public toilets in Tavistock. It was explained that the provision of toilets was not a statutory duty, and Members felt the Borough Council wished to be rid of the problem. Members deplored any idea of closing public toilets in a town like Tavistock that was so dependent on visitors. In particular they wondered how the needs of the bus drivers and

through passengers could be serviced if the bus station toilets were to be closed. There were surely health and safety implications, as well as a need to revise bus timetables to allow passengers to walk to other toilet facilities and return to continue their journey. Members recalled that we were undertaking a full survey of the three toilet facilities in Tavistock, and that they would receive the report on these at the next meeting on the 8th February. They would not be in any position to reply to the WDBC letter until after that cycle of meetings was complete on the 15th February. The Clerk was directed to so reply to WDBC for the attention of their Environment and Community Committee.

d. **Public Bodies (Admissions to Meetings) act 1960**

RESOLVED that the public and press be re-admitted to the Meeting.

510. **SEAL.**

RESOLVED that the seal be affixed to the various Deeds and Documents to be made or entered into for the carrying into effect the several decisions and matters approved.

Rising 8. 25 p.m.

Signed.....
Town Mayor

Date.....