

AGENDA ITEM No. 3a

MINUTES of the Meeting of the **TAVISTOCK TOWN COUNCIL** held on **TUESDAY 7th JANUARY, 2025 at 6.30pm** at **THE COUNCIL CHAMBER, TOWN COUNCIL OFFICES, DRAKE ROAD, TAVISTOCK**

PRESENT Councillor P Ward (Mayor)
Councillors R Edlmann, Ms M Ewings, Mrs J Hughes,
A Hutton, Mrs A Johnson, U Mann, N Martin,
Mrs B Moody, J Moody, T Munro, G Parker, R Poppe,
B Smith.

IN ATTENDANCE Town Clerk, General Manager, Assistant to the Town Clerk.

Prior to the commencement of the Meeting there was opportunity at: **6.25pm** – for Members to receive a few moments of Quiet Reflection as provided by Jo Wright of Tavistock Street Pastors.

COMMENCEMENT OF MEETING

262. APOLOGIES FOR ABSENCE

Apologies for Absence had been received from Councillors S Hipsey (Deputy Mayor), A Lewis and A Venning.

263. DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

264. CONFIRMATION OF MINUTES

a) RESOLVED THAT the Minutes of the Meeting of Tavistock Town Council held on Tuesday 26th November, 2024 be confirmed as a correct record and signed by the Chairman (Appendix 1).

265. PUBLIC REPRESENTATIONS & QUESTIONS

No public representations or questions had been received prior to the Meeting.

ITEMS REQUIRING A DECISION

266. GENERAL FINANCE

The Council considered the following:-

a) Schedule of Payments

The Council received and considered copies of the monthly accounts as at 30th November, 2024 as listed on the Council website (Appendix 2);

b) Budget Monitoring Report

The Council received and considered a copy of the Budget Monitoring Report (Appendix 3) as at 30th November, 2024;

c) External Audit

The Council received and noted the final External Auditors Report and Certificate 2023/24 (Appendix 4), which reported that the information submitted was in accordance with proper practices and no matters of concern had come to their attention.

Noted That:

- it was reported that the External Auditor service had experienced problems in processing all submissions in a timely manner, so had previously issued an interim Report;
 - attention was drawn to a possible mistake in the wording of the Report i.e. page 6 of 6, there was an error which meant 'the' should replace 'to' following 'enable' in the final section of Part 3 'External Auditor Certificate 2023/24'.

267. DEVELOPMENT MANAGEMENT & LICENSING COMMITTEE (DM&L)

The Council considered the following: -

- i) Development Management & Licensing Committee - Minutes of the Meeting held on Tuesday 10th December, 2024 (Appendix 4) (Minute No's 242 - 251 inclusive) the recommendations being reported by rote:

RESOLVED THAT the Recommendations included in the foregoing report of the Development Management & Licensing Committee be approved.

- ii) Development Management & Licensing Committee - Minutes of the Meeting held on Monday 6th January, 2025 (Appendix 5) (Minute No's 252 - 261 inclusive) the recommendations being reported by rote:

RESOLVED THAT the Recommendations included in the foregoing report of the Development Management & Licensing Committee be approved.

Noted That:

- concerns were raised with regard to several occasions whereby the Town Council's responses to Planning Applications had not been uploaded to the Planning Portal by the Local Planning Authority, and therefore the Council's views were apparently not being taken into account when Planning Decisions were being made;
- the Assistant to the Town Clerk confirmed that the issue had been reported to the Planning Authority, which had responded suggesting this had been a 'one-off' issue, however that was not the case. She therefore undertook to follow this up with the Local Planning Authority and would update Members when a further response was received.

ITEMS CIRCULATED FOR INFORMATION ONLY

268. SERVICE REPORTS

The Council received, for information, the Reports of the General Manager, Pannier Market, Town Hall & Butchers' Hall, and Works Department (Appendices 6–9 refer).

i. General Manager Report (Appendix 6)

Noted That: following queries raised, the General Manager;

- reported transfer of the Guildhall Toilets to the Town Council was being progressed;
- outlined the Council's current policy position regarding boundary management/delineation along the River Tavy. In particular with regard to where fencing had/had not been located, associated signage (eg cyclists to dismount at Jubilee Arch and Abbey Bridge), visual and textual differentiations to promote safety etc. It was understood there was a necessary balance to be struck as between safety concerns vis a vis visual impact within a World Heritage Site and Conservation Area, aligned to reasonable/responsible behaviour by users.
- Noted appreciation for work to date in connection with proposals for provision of a Multi-Use Wheeled Sports Facility.

ii. Pannier Market Report (Appendix 7);

Noted That:

- appreciation was expressed to all those involved in achieving a Top 10 place in the 'Market of the Year' competition. The announcement of the winning Market would take place at the NABMA Conference in late January 2025;

- reference was made to the revived Charter Market which was proving very successful, and demonstrated positive partnership working between the Town Council and Tavistock BID Company.
- iii. Works Department Report (Appendix 8);
- iv. Town Hall & Butchers' Hall Report (Appendix 9).

269. FINANCE & OTHER MATTERS

The Council received, for information, the following: -

- a) Report of the Assistant to the Town Clerk (Appendix 10);
Noted That appreciation was conveyed to the Assistant to the Town Clerk for delivering the Jessie Ann Alford Charity process in the run up to Christmas, which was an especially busy time of the year
- b) Notes of the Town Hall & Markets Consultative Group Meeting held on 3rd December, 2024 (Appendix 11);
- c) The following updates or feedback were brought forward:
 - i. Representatives on outside bodies:
 - Kingdon House – it was reported that;
 - the long-standing Manager of The Printworks had recently retired, with a new Co-ordinator having been appointed;
 - some of the training events which had previously been delivered at The Alexander Centre were now being delivered at The Printworks, which were raising welcome income streams;
 - DCC Leader Event – the Council's representative to attend this event in early December, reported that amongst others the following topics had been raised:
 - 86/89 bus service – it had been advised that the Council's concerns with regard to changes to these services would be taken back to the County Council to review. Further updates would be brought forward, when available;
 - Highways matters, particularly with regard to potholes repairs;
 - Income from 2nd homes, however it was reported that Devon County Council intended using this funding as it wished. For Tavistock Town Council it was reported this amounted to £7,883;
 - the approach to parking enforcement in the town;

- Children’s Services – it was reported that a report from the Inspection Team was awaited;
- Broadband – it appeared that Devon County Council was also disappointed by the lack of progress on this issue;
- that it appeared that additional funding would be coming from central Government towards the provision of Youth Services;
- that Devon County Council had been asked to support the proposed Tavistock – Plymouth Rail Link. The Tavi Rail Forum’s AGM would take place in the Council Chamber on 20th February, 2025 at 6pm
- o Devolution White Paper – reference was made;
 - to the recent issue of this document which was due to be considered by West Devon Borough Council, South Hams District Council, Devon County Council and Plymouth City Council, together with other principal authorities in Devon at either recent or upcoming Meetings of those bodies;
 - the potential impacts on Town and Parish Councils if the proposals contained within the document were implemented, alongside impacts on principal authorities and those communities all Councils served.
- ii. Feedback from Members following attendance at any training sessions: none brought forward.

Noted That no report had been received from either County Councillor D Sellis or West Devon Borough Councillor H Greenberry-Pullen.

EXCLUSION OF PRESS AND PUBLIC

270. 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 it was:-

RESOLVED THAT the Press and Public be excluded from the Meeting for the following items of business.

CONFIDENTIAL ITEMS REQUIRING A DECISION

271. PROPERTY, LEGAL & FINANCE MATTERS

(**CONFIDENTIAL** by virtue of relating to legal and/or commercial

matters, staffing and/or the financial or business affairs of person or persons other than the Council).

i. DEBTORS' REPORT

The Council considered and noted a list (Appendix 12) of all those with debts to the Council dating from earlier than the last Quarter Day and received updates accordingly:

Noted That: Debtor A;

- information matters had been received and were reported, which were receiving attention, and would be responded to by the deadlines;
- it was reported a 'without prejudice' offer had been received from a party, the amount being reported, proposed to be paid by monthly instalments over a protracted period. It was acknowledged the sum offered was wholly inadequate in relation to the outstanding sums due, as was the suggested payment method in the circumstances of this case. Accordingly, if agreement could not be reached on an improved and more secure arrangement, it would be necessary to continue proceedings.

272. GUILDHALL GATEWAY CENTRE – VISITOR INFORMATION CENTRE

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The Council considered the Report of the General Manager (Appendix 13) in connection with a proposed extension of the current Licence by a further 12 months.

RESOLVED THAT the Council endorse the offer of a 12-month Licence, on the same terms as previously, to Tavistock Heritage Trust for those parts of The Guildhall used for the delivery of the Visitor Information Centre.

CONFIDENTIAL ITEMS CIRCULATED FOR INFORMATION ONLY

273. PROPERTY, LEGAL & FINANCE MATTERS

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No updates were brought forward.

The Press and Public were re-admitted to the Meeting.

The Meeting closed at 7.44pm.

Signed:

Dated:

CHAIRMAN