

## AGENDA ITEM No

### **MINUTES**

of the Meeting of the **BUDGET & POLICY COMMITTEE** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY 2<sup>ND</sup> APRIL, 2019 at 6.30pm.**

### **PRESENT**

Councillor Mrs A Johnson (Chairman)  
Councillor P Ward (Vice Chairman)

Councillors P Sanders, A Hutton, P Palfrey,  
P Williamson.

Ward Members: Councillors Mrs U Mann, J Sheldon.

### **IN ATTENDANCE**

Town Clerk, General Manager

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### **310 CONFIRMATION OF MINUTES**

RESOLVED THAT the Minutes of the Meeting of the Budget & Policy Committee held on Tuesday 19<sup>th</sup> February, 2019 (Appendix 1) be confirmed as a correct record and signed by the Chairman.

### **311 DECLARATIONS OF INTEREST**

Councillor P Sanders declared a personal non-prejudicial interest in Minute Nos. 312 (d) and (g) by virtue of membership of West Devon Borough Council and Minute No.312 (h) by virtue of membership of Tavistock Heritage Trust.

## **ITEM FOR INFORMATION ONLY**

### **312 GENERAL – UPDATE**

The Committee received an oral update in connection with the following:-

- a. Pannier Market Public Realm – the Committee was advised that more information would be provided on challenges associated with the delivery of Public Realm proposals in the Pannier Market Surround at a later point in the Meeting;
- b. Goose Fair Park & Ride – following the loss of the Lumburn site agreement had been reached, in principle, with a

- landowner for alternative provision near Gulworthy.  
Appreciation was expressed to the landowner and those who had facilitated the provision;
- c. New Councillor Induction and Training 2019 – an outline was provided of arrangements proposed for new Councillors including an induction session, tour of Council properties and core training (subject to availability);
  - d. Public Conveniences – it was noted that:-
    - i. Next Steps – when draft Heads of Terms had been received appropriate surveys would be commissioned to move the process forward. It was understood that concerns expressed previously regarding a (suggested) full repairing lease for the Bedford Car Park Toilets had been acknowledged. Consequently the premises identified for transfer/lease were Guildhall Car Park Toilets and Bedford Car Park Toilets.
    - ii. It was noted some comments had been made previously by Members that the Council might consider/reconsider the subject. In response, and in view of the extent of publicity being afforded to the matter in various election campaigns, including the proximity of the April Council Meeting to local elections, the Proper Officer advised that it was not appropriate to table such an item to Council prior to the election. This approach acknowledged the potential to improperly promote or publicise candidates standing for election contrary to the obligations imposed by Purdah. A suitably framed motion could however be received in due course after the May election.
  - e. Office accommodation during works to the Tavistock Guildhall – arrangements for the temporary re-location of those staff presently working in the Guildhall, to the Drake Road Offices;
  - f. Service Plans 2019/20 – these would be brought before a meeting of the Council early in the new Civic Year;
  - g. Potential Co-Location of Council Services – the Committee was advised on further discussions at Officer level with the Borough Council regarding how/if the Town and Borough Council could work together in the interests of Tavistock and more broadly the Borough. Information was being sought upon the prospective needs of the Borough Council from

which outline options could be developed for reporting to both Councils in due course;

- h. Guildhall Gateway Centre – tenders were due to be issued in mid-April with a view to a June return date.

### **URGENT BUSINESS**

The following items of urgent business were brought forward at the discretion of the Chairman.

#### **313 TAVISTOCK AND DISTRICT CHAMBER OF COMMERCE - EVENT**

The Committee noted reports of an initiative being developed by the Tavistock & District Chamber of Commerce with a view to the conduct of a “cream tea” event seeking to break the record for numbers attending, listed in the Guinness Book of Records.

#### **314 NATIONAL ASSOCIATION OF LOCAL COUNCILS – STAR COUNCILS AWARD**

The suggestion was mooted that, in view of it being the last year of the Townscape Heritage Initiative Scheme, there was opportunity to seek recognition of the work of the Council and its Partners in delivering a Townscape Heritage Initiative Scheme at the local level. Subject to the resource implications being modest there was consensus that a proposal be developed.

### **EXCLUSION OF PRESS AND PUBLIC**

#### **315 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 transacted it was:-

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

### **CONFIDENTIAL ITEM FOR DETERMINATION**

#### **316 MARKETS AND EVENTS SERVICE – STAFFING ARRANGEMENTS**

(**CONFIDENTIAL** by virtue of related to confidential, financial or personal matters relating to persons (staff) other than the Council)

The Committee considered the report (Appendix 2) of the General Manager in connection with the above.

In the discussion arising from consideration of the report reference was made to:-

- Recent changes to existing (interim) staffing arrangements;
- Various operational matters such as the application of charging arrangements;
- The need to avoid confusion in job titles/roles;
- Consensus that the proposals were worthy of support;
- Anticipation that, following the final assessment of other linking roles later in the year, and the review of the organisational job evaluation scheme, the Council would then broadly have in hand fit for purpose arrangements for the delivery of the services it currently delivered, notwithstanding some challenges to capacity, and skills gaps in certain areas such as policy/project skills.

RECOMMENDED THAT Tavistock Town Council endorse and adopt the recommendations listed in the report subject to amendment in Para b (ii) to reflect the deletion of "Events and Markets Manager" and replace it with "Town Hall and Events Manager".

**CONFIDENTIAL ITEM**  
**FOR INFORMATION ONLY**

**317 PUBLIC REALM**

(**CONFIDENTIAL** by virtue relating to confidential financial, contractual or legal matters relating to persons other than the Council)

The Committee was advised of the nature, frequency and impact of issues arising in connection with the conduct of a contract on behalf of the Council together with the range (and implications) of the full range of options going forward.

The Meeting closed at 8.15pm.

Signed.....

Dated.....

CHAIRMAN