

## **AGENDA ITEM No 9(b)**

NOTES OF THE ZOOM MEETING of the TOWN HALL & MARKETS CONSULTATIVE GROUP held on WEDNESDAY the 24<sup>th</sup> February 2021 at 5.00pm.

### **PRESENT**

Representing Tavistock Town Council

Councillor Mrs A Johnson (Mayor ex officio)

Councillors P Squire, Mrs G Parker, A Lewis, M Ewings, A Hutton, A Venning (part)

Representing Market Traders' – R Jones

Representatives of COVID-19 - Mr K Bruce, Mrs D King, Mr B Vella, Ms K Milton  
Mrs C Saul

Representing shops in the Pannier Market Surround – Ms C Rickard

Representing Users of the Town Hall – none present

Representing BID Co Ltd – J Sanders

Representing the Chamber of Commerce – T Randell

Officers – General Manager (GM), Town Hall & Events Manager (TH & EM),  
Market Reeve & Designated Premises Supervisor (MRDPS)

### **1. APOLOGIES**

### **2. CONFIRMATION OF NOTES**

- a) The Notes of the Meeting of the Town Hall & Markets Consultative Group held on Wednesday 20<sup>th</sup> January 2021 were received.
- b) There were no matters arising.

### **3. PANNIER MARKET/BUTCHERS' HALL FOLLOWING ROADMAP ANNOUNCEMENT**

#### a) Market Reeve

- The Market Reeve highlighted the positive reaction he had received at the announcement of a clear path back to reopening. He had emailed traders prior to the announcement to gauge trader appetite towards returning and to get an overview of the feeling of traders towards operating days and hours. The overall picture given by the responses received was that trading hours of 9am-4pm for 5 days a week, Tuesday–Saturday were preferable.
- The Market Reeve noted that indoor seating for Cafés was not permitted until 17<sup>th</sup> May so there would be a separate discussion to be had regarding Bob's Café.
- The Market Reeve informed members that access times for traders would be discussed and then emailed to all traders prior to reopening to allow for setting up. The Market Reeve noted that there would be no immediate change to the Pannier Market layout, but that there would be an overall increase in the turnover of traders on a daily basis.

- The Town Hall & Events Manager informed members that due to the Government roadmap announced on the 22<sup>nd</sup> February, the events in Butchers Hall planned for prior to April 12<sup>th</sup>, the Arts Market, and Spring Fair, had been cancelled.
- The Town Hall & Events Manager noted that there are a number of externally hired events booked in for late April which are still currently going ahead.
- The Town Hall & Events Manager informed members that the schedule of events for Butchers' Hall had now been set and was available on the website and that events had received strong interest so far.
- The Town Hall & Events Manager explained that there was repair work required to the Butchers' Hall roof and that this work was planned for March/April. It was explained that there would be tower scaffolding to the front and rear of Butchers' Hall for a short duration but that this should have a minimal impact on surrounding tenants.

b) General Manager

- The General Manager discussed with attendees the ways that TTC had worked in partnership with Tavistock BID specifically regarding the reopening of the town and what particular aspects were considered for this phased unlocking.
- The General Manager noted that a meeting was due to take place with BID to discuss widened walkways/signage and other key points for the reopening in the coming weeks.
- The BID Manager discussed how she had been working closely with the Town Hall & Events Manager to make use of the ERDF funding in order to improve signage around the town and to source large vinyl stickers to be placed inside empty shop windows.

**4. TOWN HALL ARRANGEMENTS/BEDFORD SQUARE AND EVENTS**

- The General Manager gave an oral report on current recruitment for the Market and Events team. He advised that a new market and events assistant had been appointed subject to references and that a cleaner/caretaker post was currently being advertised. He noted that the next post they would be looking to recruit would then be one of the Duty Officer positions, with work ongoing to expand the casual list.
- The Town Hall & Events Manager reiterated that the Town Hall was closed until the end of July as this had already been agreed by Council, and that discussions around arrangements for the August reopening would take place in the coming months.
- The Town Hall & Events Manager discussed the maintenance issues faced by the Town Hall which had been without heating for an extended period due to boiler issues. It was explained that there was repair work planned for areas of the Town Hall roof and that there would be subsequent

re-decoration to several areas internally planned prior to reopening the building.

- The Market Reeve discussed with attendees the plans for Bedford Square for 2021, with the addition of themed days. He reiterated the intention to increase the total number of marquee traders through the core months of April – September and that he was in liaison with trader representatives on how best to implement this.
- The Market Reeve informed members that he would ensure that communication regarding opening times and activities were shared in a timely manner with the perimeter shops as the information became available.
- Cllr Venning joined the meeting.
- A member raised a question around the benches on the Square and if the wooden huts would be used this year. The General Manager indicated that the removed benches would not be returning in the immediate future, other than those in front of the Town Hall, in order to maximise space for open air market activities while restrictions were still in place.
- A Member asked about Monday openings and if activities on the Square would be returning in 2021. Tavistock BID informed the group that they would be looking to continue with summer activities, in the same style as has been done in past years. The General Manager advised that a decision on Monday openings through the summer would be made once there was a clearer indication of how the re-opening of market activities was progressing.
- The Town Hall & Events Manager advised that whilst a decision was yet to be officially made by Council, Goose Fair was likely to go ahead in some format in 2021.
- The BID Manager said that a decision on Dickensian Evening was to be made in the coming months.
- The Town Hall & Events Manager explained that Tavistock Country Garden Show was still cancelled for May 2021.
- The Town Hall & Events Manager informed members that TTC had been working in partnership BID to take part in the Moor Otters Arts Trail Scheme from April 2021 which would support in bringing tourists and additional publicity to the Town.

## **5. ANY MATTERS RAISED BY REPRESENTATIVES**

No further matters raised by Representatives.

**6. ANY MATTERS RAISED BY REPRESENTATIVES OF THE TAVISTOCK BID**

The BID Manager informed members that the "Paint the Town" garland scheme was planned to go ahead again this year around the time of reopening with the theme of "Lights". She noted that the event was expanding this year and would be followed with other activity trails and similar events as usual.

**7. ANY MATTERS RAISED BY REPRESENTATIVES OF THE CHAMBER OF COMMERCE**

No further matters raised by the Chamber of Commerce but it was explained that the Chamber of Commerce would actively work with other partners to support the reopening of the town centre.

**8. URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN**

No urgent business brought forward by the Chairman

**9. DATE OF NEXT MEETING**

The next meeting was scheduled for Tuesday 23<sup>rd</sup> March 2021 at 5:00pm.

The Meeting closed at 17:40pm

Signed.....

Chairman

Dated.....