

**MINUTES** of the Meeting of the **TAVISTOCK TOWN COUNCIL** held on **TUESDAY 17<sup>th</sup> SEPTEMBER, 2024 at 6.30pm** at **THE COUNCIL CHAMBER, TOWN COUNCIL OFFICES, DRAKE ROAD, TAVISTOCK**

**PRESENT** Councillor S Hipsey (Deputy Mayor – in the Chair)

Councillors \*Ms M Ewings, Mrs J Hughes, Mrs A Johnson, U Mann, N Martin, G Parker, R Poppe, A Venning.

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

\*Arrived late at the Meeting

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 Mr Guy Ayling, Principal of Mount Kelly College.

**COMMENCEMENT OF MEETING**

**149. APOLOGIES FOR ABSENCE**

Apologies for Absence had been received from Councillors P Ward (Mayor), A Hutton, A Lewis, T Munro and B Smith.

**150. DECLARATIONS OF INTEREST**

The following Declaration of Interest was made:

- Councillor G Parker in respect of the General Manager’s Report (Agenda Item 8i) in connection with TaviHelps, by virtue of involvement with that organisation.

**151. CONFIRMATION OF MINUTES**

RESOLVED THAT the Minutes of the Meeting of Tavistock Town Council held on Tuesday 30<sup>th</sup> July, 2024 be confirmed as a correct record and signed by the Chairman (Appendix 1).

\*Councillor Ms M Ewings arrived at the Meeting.

**152. PUBLIC REPRESENTATIONS & QUESTIONS**

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

## **ITEMS REQUIRING A DECISION**

### **153. GENERAL FINANCE**

The Council considered the following:-

i) Schedule of Payments

The Council received and considered copies of the monthly accounts as at 31<sup>st</sup> July, 2024 as listed on the Council website (Appendix 2);

ii) Budget Monitoring Report

The Council received and considered a copy of the Budget Monitoring Report (Appendix 3) as at 31<sup>st</sup> July, 2024.

### **154. BUDGET & POLICY COMMITTEE**

The Council considered the Minutes of the Meeting of the Budget & Policy Committee (Appendix 4) held on Tuesday 3<sup>rd</sup> September, 2024 the recommendations being reported by rote.

RESOLVED THAT subject to consideration of Minute No. 138 being deferred to a later point in the Meeting in view of the confidential nature of the business to be transacted the recommendations included in the foregoing report of the Budget and Policy Committee, (Minute No's 127 - 137) be approved and adopted.

#### Noted That:

a) Minute No. 130 – Public Spaces Protection Order Consultation:

As previously reported, due to the consultation deadline, the views of the Budget & Policy Committee represented the Council's formal/submitted response. The Council endorsed the response as submitted;

b) Minute No. 133 – Market Road Properties

In response to a question it was reported that:

- liaison would now take place with SeaMoor Lettings with regard to the scope of works required to the cottages, prior to letting;
- refurbishment works would be completed within the current financial year.

Noted That proposed letting to key workers/those with a local connection, was welcomed.

c) Minute No. 136 – Urgent Matters

It was reported that Councillors Mrs J Hughes and R Poppe had undertaken to attend the Devon Association of Local Councils' (DALC) AGM and Conference on 2<sup>nd</sup> October, 2024.

It was appropriate for one representative to exercise the Council's vote at the AGM in the absence of the designated representative(s).

Councillor R Poppe agreed to be the Council's voting representative at the AGM.

## **155. DEVELOPMENT MANAGEMENT & LICENSING COMMITTEE (DM&L)**

The Council considered the following: -

- i) Development Management & Licensing Committee - Minutes of the Meeting held on Tuesday 6<sup>th</sup> August, 2024 (Appendix 5) (Minute No's 107 – 116 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 Tuesday 27<sup>th</sup> August, 2024 (Appendix 6) (Minute No's 117 – 126 inclusive) the recommendations being reported by rote.

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

- iii) Development Management & Licensing Committee – Minutes of the Meeting held on Monday 16<sup>th</sup> September, 2024 (Appendix 7) (Minute No's 139 – 148 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:- Minute No. 145 – Tavistock Neighbourhood Development Plan. For those who wished to respond to the Regulation 16 Consultation it was reported that a link was available on the Tavistock Plan website affording access to the correct page of the Local Planning Authority website.

## **ITEMS CIRCULATED FOR INFORMATION ONLY**

### **156. SERVICE REPORTS**

The Council received, for information, the reports of the General Manager, Pannier Market/Town Hall/Butchers' Hall and Works Department (Appendices 8 - 11).

- i. General Manager's Report (Appendix 8);  
Noted That Councillor G Parker declared an interest in Tavi-Helps by virtue of involvement in the operation and management of the organisation concerned.
- ii. Pannier Market Report (Appendix 9);
- iii. Works Department Report (Appendix 10);
- iv. Town Hall & Butchers' Hall Report (Appendix 11).

### **157. FINANCE & OTHER MATTERS**

The Council received, for information, the following: -

- a) Report of the Assistant to the Town Clerk (Appendix 12)  
Noted That following a query raised, it was confirmed that the arrangements for the Grants Presentation Evening on 15<sup>th</sup> May 2025 would be tabled at the forthcoming Grants Panel Meeting on 22<sup>nd</sup> October, 2024.
- b) Notes of the Goose Fair Operational Meeting held on Wednesday 28<sup>th</sup> August, 2024 (Appendix 13);
- c) Notes of the Tavistock BID Board of Directors' Meetings held on 23<sup>rd</sup> May and 19<sup>th</sup> June, 2024 (Appendix 14)  
Noted That:
  - a Member advised a notice erected on the former 'Woolworths' site displayed incorrect dates for the 2024 Christmas Tree Festival;
  - comments were made in connection with any progress on the future development of the vacant former Woolworths' site;
  - clarification was sought regarding arrangements for the BID Company's Annual General Meeting.

The Council's representative on the Tavistock BID Company undertook to raise the foregoing matters with the Company and to report back.

- d) The following updates or feedback were brought forward:
  - i. Representatives on outside bodies –  
Kingdon House – the Council's representative reported that the organisation had recently lost three Trustees for differing reasons and was looking to identify and appoint replacements

Tavi Rail – the Council’s representative reported that an announcement was expected from Government in October. Any support by way of letters to the Member of Parliament would be of assistance in making the case for the retention of the Scheme.

- ii. Feedback from Members following attendance at any training sessions:
  - A Member reported that he had previously been booked to attend training on ‘Proposed Reforms to the National Planning Policy Framework’, however he had been unable to do so for personal reasons;
  - A Councillor reported attendance at the DALC ‘Being a Good Councillor – Part 3’ training session.

Noted That no reports had been received from County Councillor D Sellis or West Devon Borough Councillor H Greenbury-Pullen.

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

#### **158. 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**

#### **159. BUDGET & POLICY COMMITTEE CONTINUED**

(**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).

The Council received and considered Minute No. 138 of the Meeting of the Budget & Policy Committee (Appendix 4 refers) held on Tuesday 3<sup>rd</sup> September, 2024, the recommendations being reported by rote.

RESOLVED THAT the recommendations included in the foregoing report of the Committee be approved and adopted.

Noted That the following updates were provided:

- Minute No 138(a), the outcome of an independent inspection of the premises was reported, recovery of outstanding rent and relevant costs were being progressed;
- Minute No 138(b) – an update on the timetable for arbitration was provided;
- Minute No 138(a) – in response to a question the location of the site was reported;
- Minute No 138(d) – reference was made to the factors taken into account by the Committee in reaching it's recommendation.

**160. 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 15) of all those with debts to the Council dating from earlier than the last Quarter Day and received updates accordingly.

**CONFIDENTIAL ITEMS CIRCULATED FOR INFORMATION ONLY**

**161. PROPERTY, LEGAL & FINANCE MATTERS**

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No matters brought forward.

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

The Meeting closed at 7.17pm.

Signed:  
 Dated:  
 CHAIRMAN