

## **AGENDA ITEM No 3(a)**

**MINUTES** of the Meeting of the **TAVISTOCK TOWN COUNCIL** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY** the **4<sup>th</sup> MARCH, 2014** at **6.50 pm**

**PRESENT** Councillor H Smith (Mayor)

Councillor J Sheldon (Deputy Mayor)

Councillors Mrs S Bailey, R Eberlie, Mrs M Ewings, Mrs A Johnson, Mrs J Metcalf, J Moody, C Rogers, E Sanders, J Sellis, E Sherrell, B Trew, D Whitcomb, Mrs J Whitcomb

**IN ATTENDANCE** Town Clerk, Assistant to the Town Clerk

Note – prior to the Meeting there was an opportunity for quiet reflection and to receive reports from County Councillor Mrs D Sellis and West Devon Borough Councillor Mrs A Clish-Green

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### **392. APOLOGIES FOR ABSENCE**

An apology for absence had been received from Councillor A Fleet.

### **393. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **394. CONFIRMATION OF MINUTES**

RESOLVED THAT subject to the inclusion of apologies for absence from Councillors E Sherrell and B Trew, the Minutes of the Special Meeting of Tavistock Town Council held on Tuesday 28<sup>th</sup> January, 2014 be confirmed as a correct record and signed by the Chairman.

### **395. REPORTS OF STANDING COMMITTEES**

The Council considered the following reports of Standing Committees:-

#### **a) Plans Committee – 28<sup>th</sup> January, 2014**

The Minutes of the Meeting of the Plans Committee held on 28<sup>th</sup> January, 2014 (Minute Numbers 345 – 353 inclusive)

**b) Plans Committee – 18<sup>th</sup> February, 2014**

The Minutes of the Meeting of the Plans Committee held on 18<sup>th</sup> February, 2014 (Minute Numbers 358 – 366 inclusive)

Arising from Minute Number 362(a) it was further

RECOMMENDED THAT Councillors A Fleet and C Rogers, together with Councillors Mrs M Ewings and H Smith (sharing the role) be appointed to act as elected Member leads for the development and delivery of a Neighbourhood Plan for Tavistock.

Noted That in the discussion arising from consideration of the above, reference was made to a range of issues including how best the Council might source technical and administrative support for the delivery of a Neighbourhood Plan and, in particular, consensus that a training session be arranged soon for all members of the Town Council regarding Neighbourhood Planning.

**c) Properties Committee – 25<sup>th</sup> February, 2014**

Subject to the deferral of Minute Numbers 378-379 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 25<sup>th</sup> February, 2014 (Minute Numbers 371-377 inclusive)

Arising from consideration of Minute Number 374(a) (iii) (b) it was

RECOMMENDED THAT Councillors J Moody, B Trew and Mrs J Whitcomb be appointed to act as a consultation point in connection with the consultation on dog control orders issued by the West Devon Borough and South Hams District Councils.

**d) Finance and General Purposes Committee –25<sup>th</sup> February, 2014**

Subject to

- i. the deferral of Minute Numbers 388-391 to a later point in the Meeting in view of the confidential nature of the business to be transacted; and
- ii. The addition of the following words at the end of the recommendation arising in Minute Number 386(i) - "in the capacity of Director at the request of the organisation";
- iii. The amendment of Minute Number 386'(K)' to read '(I)'

the Minutes of the Meeting of the Finance and General Purposes Committee held on 25<sup>th</sup> February, 2014 (Minute Numbers 380-387 inclusive)

Arising from consideration of the above and, more specifically, Minute Number 385(a) it was,

RECOMMENDED THAT Councillor C Rogers be appointed to represent the Council upon the Tavistock World Heritage Site Key Centre Partnership Body.

Noted That in particular reference was made by a Member to the content of Minute Number 389 and related information with reference to the extent to which such information could/should be treated as confidential.

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.

Noted That Councillor E Sherrell left the Meeting.

**396. COMPLAINTS PROCEDURE AND HEARINGS/APPEALS PANEL ARRANGEMENTS**

The Council considered the report of the Clerk which set out proposals for the adoption of a revised Complaints Procedure and new arrangements for the conduct of Hearings and Appeals for the Council.

In particular attention was drawn to the circulation of a revised "Complaints-Appeals Procedure" which superseded and replaced that originally circulated.

RESOLVED THAT

- i. Tavistock Town Council - Complaints Procedure - subject to the inclusion of the following words at the end of paragraph 4 – “including as regards subsequent consideration by committee” and the replacement of the “Complaints-Appeals Procedure” circulated with the Agenda with that subsequently tabled as amended, the Council endorse and adopt the submitted Complaints Procedure.
- ii. Hearings and Appeals Panels – the Council adopt the submitted Hearing and Appeals Panel composition and terms of reference.
- iii. Training - The Council endorse the arrangement of training in respect of the conduct of the Appeals and Hearings for those Members and Officers who may be required to act in that capacity as outlined in (ii) above.

### **397. COMMUNICATIONS AND REPORTS OF THE TOWN MAYOR**

The Council was reminded that Reverend Michael Brierley was shortly to leave Tavistock arising from which it was the consensus and opinion that a letter of appreciation and good wishes be sent to Reverend Brierley.

#### **Urgent Matters**

In the interests of expediting the business of the Council the Mayor agreed to take the following item as a matter of urgency.

### **398. TAVISTOCK RAILWAY**

A Member reported an up-coming interview, in a personal capacity, regarding the above arising from which the views of the Council on the matter beforehand were outlined.

### **399. 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.

**400. COMMITTEES (CONTINUED)**

(**CONFIDENTIAL** – by virtue of relating to legal matters and/or the financial or business affairs of a person/persons other than the Council).

The Council considered the outstanding reports of the following Standing Committees held on 25<sup>th</sup> February 2014, consideration of which had previously been deferred (Minute Number 395 refers).

a) **Properties Committee** – (Minute Number 378 - 379)

The Minutes of the Meeting of the Properties Committee held on 25<sup>th</sup> February, 2014 (Minute Numbers 378-391 inclusive)

b) **Finance and General Purposes Committee** – (Minute Numbers 388 - 391)

The Minutes of the Meeting of the Finance and General Purposes Committee held on 25<sup>th</sup> February, 2014 (Minute Numbers 388 - 391 inclusive)

Noted That the decision of Council in connection with Minute Number 389 is identified, in more detail in the appended Minute Number 401(a).

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.

The Press and Public were re-admitted to the meeting

**The Meeting closed at 8.17pm.**

Signed \_\_\_\_\_

Chairman

Dated \_\_\_\_\_

## **CONFIDENTIAL MINUTE**

### **401(a) Forward Planning Policy and Programme Sub- Committee (Confidential by virtue of relating to commercially sensitive information)**

The Council considered the report of the Meeting of the Forward Planning Policy and Programme Sub-Committee on Monday 24<sup>th</sup> February, 2014 with regard, in particular to:

- the benefits/drawbacks associated with various courses of action proposed;
- The content of the business plan as included in the submission to the Heritage Lottery Fund (HLF) (as circulated to members) and the Bid itself (available for inspection in the Council Chamber);
- The range of factors which it was considered could/should inform the view of the Council.
- should the Council decide to proceed the balance to be struck as between the interests of the precept payer and an appropriate assessment of market value.

Following a request for a recorded vote, the proposition was put that Tavistock Town Council submit an offer for the acquisition of the Tavistock Guildhall Complex in the sum of £1.00, conditional upon a successful full HLF funding application, the voting being as follows :-

In favour - Councillors J Moody, C Rogers, B Trew.

Against - Councillors Mrs S Bailey, D Eberlie, Mrs A Johnson, D Whitcomb, Mrs J Metcalf, Mrs J Whitcomb, E Sanders, J Sellis, Mrs M Ewings, J Sheldon, H Smith.

The motion was defeated by 11 votes to 3 with no abstentions.

A subsequent motion was then put that Tavistock Town Council:

- a) Submit an offer for the acquisition of the Guildhall Complex, conditional upon a successful full HLF funding application;
- b) Such offer to be in the sum of £117,000 less any income received by the vendor from or in connection with the premises;
- c) The final amount to be payable to be ascertained following an assessment of income and expenditure ((b) above refers) by an independent Auditor to be agreed between the parties.

The voting was by roll call and was as follows:-

In favour - Councillors Mrs A Johnson, D Eberlie, Mrs S Bailey, D Whitcomb, Mrs J Metcalf, Mrs J Whitcomb, J Sellis, E Sanders, C Rogers, Mrs M Ewings, J Sheldon, H Smith.

Against - Councillors J Moody, B Trew

The motion was carried by 12 votes to 2 with no abstentions.

RESOLVED THAT Tavistock Town Council:

- i) Submit an offer for the acquisition of the Guildhall Complex, conditional upon a successful full HLF funding application;
- ii) Such offer to be in the sum of £117,000 less any income received by the vendor from or in connection with the premises;
- iii) The final amount to be payable to be ascertained following an assessment of income and expenditure ((ii) above refers) by an independent Auditor to be agreed between the parties.