

**MINUTES** of the Meeting of the **TAVISTOCK TOWN COUNCIL** held on **TUESDAY 27<sup>th</sup> MAY, 2025 at 6.30pm** at **THE COUNCIL CHAMBER, TOWN COUNCIL OFFICES, DRAKE ROAD, TAVISTOCK**

**PRESENT** Councillor S Hipsey (Mayor)  
Councillor Mrs A Johnson (Deputy Mayor)

Councillors Ms M Ewings, Mrs J Hughes, A Lewis,  
N Martin, Mrs B Moody, J Moody, T Munro, G Parker,  
R Poppe, B Smith, A Venning.

**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 Reverend Chris Brown of Tavistock Methodist Church.

**COMMENCEMENT OF MEETING**

**14. APOLOGIES FOR ABSENCE**

Apologies for Absence had been received from Councillors R Edlmann, A Hutton and P Ward.

**15. DECLARATIONS OF INTEREST**

The following Declaration of Interest was made;  
Councillor G Parker in respect of Budget & Policy Minute No. 429 – Tavi Helps by virtue of being an Officer of the organisation.  
Councillor Parker left the Meeting during the consideration of this matter.

**16. CONFIRMATION OF MINUTES**

- a) RESOLVED THAT the Minutes of the Annual Meeting of Tavistock Town Council held on Tuesday 20<sup>th</sup> May, 2025 be confirmed as a correct record and signed by the Chairman (Appendix 1).
- b) Matters arising – reference was made to Members' appointment to, and attendance at, meetings of Outside Bodies and their capacity at such meetings.

**17. PUBLIC REPRESENTATIONS & QUESTIONS**

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

## **ITEMS REQUIRING A DECISION**

### **18. GENERAL FINANCE**

The Council considered the following:-

a) Schedule of Payments

The Council received and considered copies of the monthly accounts as at 30<sup>th</sup> April, 2025 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 31<sup>st</sup> March, 2025.

### **19. BUDGET & POLICY COMMITTEE**

The Council considered the Minutes of the Meeting of the Budget & Policy Committee (Appendix 4) held on Tuesday 13<sup>th</sup> May, 2025, the recommendations being reported by rote.

RESOLVED THAT subject to consideration of Minute Nos. 428- 431 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 421- 427 refer) be approved and adopted.

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

The Council considered the following: -

- i) Development Management & Licensing Committee - Minutes of the Meeting held on Wednesday 23<sup>rd</sup> April, 2025 (Appendix 5) (Minute No's 401 - 410 inclusive) the recommendations being reported by rote:

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

- ii) Development Management & Licensing Committee - Minutes of the Meeting held on Monday 12<sup>th</sup> May, 2025 (Appendix 5) (Minute No's 411 - 420 inclusive) the recommendations being reported by rote:

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

## **ITEMS CIRCULATED FOR INFORMATION ONLY**

### **21. SERVICE REPORTS**

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

- i. General Manager Report (Appendix 6)
- ii. Pannier Market Report (Appendix 7);
- iii. Works Department (Appendix 8);
- iv. Town Hall & Butchers' Hall Report (Appendix 9).

Noted That: appreciation was conveyed to Officers and staff for the delivery of the successful 80<sup>th</sup> Anniversary of VE Day Celebrations, together with The Tavistock Country Garden Show.

### **22. FINANCE & OTHER MATTERS**

The Council received, for information, the following: -

- a) Report of the Assistant to the Town Clerk (Appendix 10);
- b) The following Member update or feedback was brought forward:
  - i. Representatives on outside bodies:
    - o Tavistock Rail – the Council's representative reported that;
      - the Government's decision on the Plymouth- Tavistock track was anticipated on 12<sup>th</sup> June, 2025;
      - that BBC Spotlight were due to interview a representative from Tavi Rail on progress to date, on Thursday 29<sup>th</sup> May at 10am, on Bedford Square. All Members were encouraged to attend;
      - the next meeting of the Tavi Rail group was scheduled for 19<sup>th</sup> June, 2025 at 7pm in the Council Chamber.
  - ii. Feedback from Members following attendance at any training sessions: none brought forward.

## **EXCLUSION OF PRESS AND PUBLIC**

### **23. 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**

### **24. 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 Nos. 428 - 431 of the Meeting of the Budget & Policy Committee (Appendix 4 refers) held on Tuesday 13<sup>th</sup> May, 2025, each recommendation being taken in turn.

#### Minute No. 428 Staffing Arrangements in the Works Department

RESOLVED THAT the recommendation, as set out, be approved and adopted.

Noted That Councillor Mrs M Ewings Declared an Interest in the above matter by virtue of past association and took no part in the discussion or voting thereon.

#### Minute No. 429 - Tavi-Helps

A discussion took place, with particular reference being made to the background to the current situation, together with more recent deliberations and, more particularly, matters appertaining to the premises, the licensee, operating arrangements, whether a guarantor might be required in relation to any future change of status and accompanying landlord information requirements.

Consideration was given to how best to assist and a range of potential available options.

RESOLVED THAT :

- a) without prejudice to the existing temporary arrangement for occupation under licence, the Council undertake a review of potential future uses for the premises before the end of July 2025, and the Licensee be informed that is being undertaken accordingly;
- b) the Licensee be advised that based on the current operating model it was considered unlikely that Tavistock Town Council would again renew the Licence when it came to term on 31<sup>st</sup> December, 2025;
- c) the Licensee be requested to provide any outstanding documentation which fell within the terms of the Licence within 21 days.

Noted That: – Councillor G Parker Declared an Interest in the above item by virtue of association with the organisation concerned and left the Meeting whilst this Minute was considered.

## Minute No. 430 – Tavistock Museum Request

Reference was made to:

- ongoing issues of dry rot within the property, despite extensive and costly works having been undertaken by the Council in recent years;
- how the General Disposal Consent gave limited opportunities for Local Authorities to dispose of assets. Legal advice would be sought on this matter, prior to the renewal of the Lease later in 2025;
- professional advice taken and the extent to which appropriate tenant building management systems (in particular heating and ventilation) were/were not in place and/or could contribute to offset the deterioration of this historic building;
- the possibility that were the premises to be listed as a 'building at risk', that might facilitate grant funding draw down to support improved building management system arrangements;
- the implications arising should the position continue to deteriorate.

### RESOLVED THAT

- a) subject to legal advice (and also (b) below), Tavistock Town Council accede to the request to accept 'reasonable endeavours' on the part of the Museum within the Lease, on the proviso that the Museum accept the same on the part of the Council with regard to landlord repairing obligations; and
- b) additional legal advice to be sought with regard to the potential application of General Disposal Consent 2003 prior to any agreement being entered into.

With regard to Minute No. 431 – Tenancy Matters it was:

### Noted That:

- Cattle Market Lease – Heads of Terms had been agreed, in principle, on a new 6-year Lease;
- Corn Market – additional information was required for the 2021 – 2024 rent review to be undertaken, and communications with the Head Tenant were reported.

## **25. PROPERTY, LEGAL & FINANCE MATTERS**

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### **i. DEBTORS' REPORT**

The Council considered and noted a list (Appendix 11) of all those with debts to the Council dating from earlier than the last Quarter Day and received updates accordingly.

Noted That: in respect of Debtor A, recent proceedings brought against the Council had been considered and dismissed by the County Court on 20<sup>th</sup> May, 2025. An award of costs had been made in favour of the Council and next steps to bring the matter to conclusion, as previously reported, were endorsed.

**CONFIDENTIAL ITEMS CIRCULATED FOR INFORMATION ONLY**

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

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**i. LANDLORD & TENANT MATTERS**

No updates were brought forward.

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

The Meeting closed at 8.17pm.

Signed:

Dated:  
CHAIRMAN