

**MINUTES** of the Meeting of the **TAVISTOCK TOWN COUNCIL** held on **TUESDAY 16<sup>th</sup> DECEMBER, 2025 at 6.30pm** at **THE COUNCIL CHAMBER, TOWN COUNCIL OFFICES, DRAKE ROAD, TAVISTOCK**

**PRESENT** Councillor S Hipsey (Mayor)

Councillors, Mrs M Ewings, Mrs J Hughes, A Lewis, N Martin, J Moody, G Parker, B Smith, P Ward, Ms S Wood.

**IN ATTENDANCE** Town Clerk, General Manager, Office & Finance Manager.

Prior to the commencement of the Meeting, Members received at:  
**6.25pm** - a few moments of Quiet Reflection led by Reverend Rob Palmer from Tavistock Street Pastors followed by observation of a minutes silence for those former Councillors who had recently passed away – David Stapleton, Julia Whitcomb and Robin Pike.

**COMMENCEMENT OF MEETING**

**232. APOLOGIES FOR ABSENCE**

Apologies for Absence had been received from Councillors R Edlmann, A Hutton, Mrs A Johnson, Mrs B Moody, T Munro and A Venning.

**233. DECLARATIONS OF INTEREST**

The following Declarations of Interest were made at this point in the Meeting:

- a) Councillor B Smith in connection with Budget and Policy Committee Minute No's 212 (ii) (13) and 213, by virtue of membership of the grantee organisation.
- b) Councillor Mrs M Ewings in connection with Budget and Policy Committee Minute No 213 (ii) (18), by virtue of serving as Deputy Chair of the grantee organisation.

**234. CONFIRMATION OF MINUTES**

a) RESOLVED THAT the Minutes of the Meeting of Tavistock Town Council held on Tuesday 4<sup>th</sup> November, 2025 be confirmed as a correct record and signed by the Chairman (Appendix 1).

**235. PUBLIC REPRESENTATIONS & QUESTIONS**

None received.

## **ITEMS REQUIRING A DECISION**

### **236. GENERAL FINANCE**

The Council considered the following:-

a) Schedule of Payments

The Council received and considered a copy of the monthly accounts as at 31<sup>st</sup> October, 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 as at 31<sup>st</sup> October, 2025 (Appendix 3).

### **237. BUDGET & POLICY COMMITTEE**

The Council considered the Minutes of the Meeting of the Budget & Policy Committee (Appendix 4) held on Tuesday 2<sup>nd</sup> December, 2025, the recommendations being reported by rote.

RESOLVED THAT subject to Minute No's 220-222 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 207 -219 refer) be approved and adopted.

#### Noted That

- a) Councillor N Martin declared an interest in Minute No 212 by virtue of being an employee of a grantee organisation;
- b) Councillor B Smith declared an interest in Minute No's 212 (ii) (13) and 213 and took no part in the discussion or voting thereon.

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

The Council considered the following: -

- i) Development Management & Licensing Committee - Minutes of the Meeting held on Tuesday 18<sup>th</sup> November, 2025 (Appendix 5) (Minute No's 198-206 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 Tuesday 8<sup>th</sup> December, 2025 (Appendix 6) (Minute No's 223-231 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.

Noted That: a Member provided an oral update regarding an anticipated consultation on a draft revised National Planning Policy Framework, due to take place in the New Year.

## **ITEMS CIRCULATED FOR INFORMATION ONLY**

### **239. 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 7 –10 refer).

- i. General Managers Report (Appendix 7);  
Noted That: in response to a question an oral update was given regarding progress with the Multi-Use Wheeled Sports area.
- ii. Pannier Market Report (Appendix 8);  
Noted That: a discussion took place in relation to the effect on trading due to the operation of temporary traffic lights in the town.
- iii. Works Department (Appendix 9);  
Noted That: appreciation was expressed in relation to the Christmas lights and Rose Walk Gate was commended. Gratitude was passed on from the Lions for the help received toward the Trees of Light
- iv. Town Hall & Butchers' Hall Report (Appendix 10).

### **240. FINANCE & OTHER MATTERS**

The Council received, for information, the following: -

- a) Report of the Assistant to the Town Clerk and Administration (Appendix 11)
- b) The following Member update or feedback was brought forward:
  - i. Representatives on outside bodies:
    - West Devon Borough Council – a Member reported that final bids had been sent to Government in relation to proposals

for Local Government Re-organisation. In addition the Local Government Funding settlement was anticipated imminently which, it was expected, would incorporate a multi-year settlement to facilitate financial planning for the principal authority sector. A meeting to discuss assets with representatives of Tavistock Town Council was also scheduled to be held shortly.

- Bannawell Street flooding – it was reported by a Member that a meeting and site visit had been arranged with all organisations to try and resolve the issue.
  - Museum Trustee Board representative – it was reported that there was a successful three night “Night at the Museum” event, which raised £1,000 for the Museum;
  - Health & Wellbeing Alliance representative – currently had a good uptake with 38 groups involved and many views being exchanged.
- ii. Feedback from attendance at training sessions - nothing to report

## **EXCLUSION OF PRESS AND PUBLIC**

### **241. 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**

### **242. 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. 220-222 of the Meeting of the Budget & Policy Committee (Appendix 4 refers) held on Tuesday 2<sup>nd</sup> December, 2025.

RESOLVED THAT the Recommendations included in the foregoing report of the Budget and Policy Committee be approved and adopted.

**243. 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 12) 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**

**244. 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. **LANDLORD & TENANT MATTERS**

An oral update was given in relation to an outstanding debt from a former delinquent tenant company/guarantor, including reference to any anticipated risk of recurrence with future landlords.

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

The Meeting closed at 7.43pm.

Signed:

Dated:  
CHAIRMAN