

## **AGENDA ITEM No 3**

**MINUTES** of the Meeting of the **TAVISTOCK TOWN COUNCIL** held on **TUESDAY 20<sup>th</sup> JANUARY, 2026 at 6.30pm** at **THE COUNCIL CHAMBER, TOWN COUNCIL OFFICES, DRAKE ROAD, TAVISTOCK**

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

Councillors, R Edlmann, N Martin, J Moody, Mrs B Moody, G Parker, B Smith, P Ward, A Venning.

**IN ATTENDANCE** Town Clerk, General Manager, Office & Finance Manager, Administration and Democratic Support Officer.

Prior to the commencement of the Meeting, Members received at:  
**6.25pm** - a few moments of Quiet Reflection led by Councillor S Hipsev (Mayor).

### **COMMENCEMENT OF MEETING**

#### **266. APOLOGIES FOR ABSENCE**

Apologies for Absence had been received from Councillors Mrs M Ewings, A Hutton, Mrs J Hughes, A Lewis, T Munro and Ms S Wood.

#### **267. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at this point in the Meeting.

#### **268. CONFIRMATION OF MINUTES**

a) RESOLVED THAT the Minutes of the Meeting of Tavistock Town Council held on Tuesday 16<sup>th</sup> December, 2025 be confirmed as a correct record and signed by the Chairman (Appendix 1).

#### **269. PUBLIC REPRESENTATIONS & QUESTIONS**

None received.

### **ITEMS REQUIRING A DECISION**

#### **270. COUNCIL BUDGET AND PRECEPT 2026-2027**

The Council considered the draft Budget and Precept for Tavistock Town Council for 2026-27 as set out in the report (previously circulated), incorporating the assumptions and projections and schedule of fees and charges as previously submitted to/endorsed by Council.

In the ensuing discussion reference was made, in particular, to:

- as previously reported, challenges posed by increasing revenue and capital costs - most especially those arising from/associated with the Town Council assuming responsibility for the operation of the Guildhall Public Conveniences from West Devon Borough Council, which comprised the majority of the Precept uplift. The decision to take these on had followed notification of intended closure by the Borough Council previously and the outcome of a subsequent resident survey by the Town Council, in which the community had identified the site as priority for retention.
- The re-instatement of the Rolling Capital Programme to the recommended minimum funding level (following an emergency reduction by ninety per cent in the current financial year), in recognition of the importance attached to maintaining the built environment and public realm of the Town for which the Council was responsible;
- The recommended Precept increase, which equated to 74 pence per week for a Band D equivalent property;
- the allocation of funds arising from changes in the Council tax base to provide match funding to support both an application for Section 106 funding to replace play equipment in The Meadows, and to address cost levels in the Abbey Remains restoration/interpretation/regeneration project.

RESOLVED THAT the draft Tavistock Town Council

- i) Budget 2026-27, incorporating the schedule of fees and charges (both previously circulated); and
  - ii) Precept 2026-27 as submitted, in the sum of £1,303,000 (or £260.92 per Band D property equivalent);
- be approved and adopted.

## **271. GENERAL FINANCE**

The Council considered the following:-

### a) Schedule of Payments

The Council received and considered a copy of the monthly accounts as at 30<sup>th</sup> November, 2025 and 31<sup>st</sup> December 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> December, 2025 (Appendix 3).

## **272. 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> January, 2026, the recommendations being reported by rote.

RESOLVED THAT the Recommendations included in the foregoing report of the Budget and Policy Committee (Minute No's 254 -264 refer) be approved and adopted.

Noted That: in the discussion arising from Minute No 259 reference was made, in particular, to the wide ranging value attached to the Library Service within the Town, and the extent to which its' benefits reached beyond the conventional spheres of reading, learning and culture. The deadline for individual responses to a public consultation being run by the Library Authority was 22<sup>nd</sup> February 2026 for those who wished to comment.

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

The Council considered the following: -

- i) Development Management & Licensing Committee - Minutes of the Meeting held on Monday 5<sup>th</sup> January, 2026 (Appendix 5) (Minute No's 245-253 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) further to Minute No 250 (a), reference was made to the related previous Minute (No 78), which had identified three locations which the Council had supported previously, and been conveyed to the Borough Council;
- b) in connection with an upcoming major application (No.3771/25/OPA) to be considered at the next meeting of the above Committee, it was reported that the timescale set for response by the Local Planning Authority (LPA) did not permit consideration by both the Committee and Council in the normal manner. Accordingly all Members of Council had been invited to attend the Committee meeting and participate (but not vote unless a Member of the Committee), to ensure all views were represented.

The view of the Committee would then be reported to the LPA within the applicable timeframe, necessarily contingent on subsequent ratification by Council. In response to a question officers undertook to request an extension of time from the LPA, if available, to enable consideration by Council.

*Addendum – extension request subsequently granted.*

## **ITEMS CIRCULATED FOR INFORMATION ONLY**

### **274. 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);
- ii. Pannier Market Report (Appendix 8);
- iii. Works Department (Appendix 9);

Noted That: appreciation was expressed in relation to the new carpet in the Town Hall, work to the heating in the Pannier Market, and assistance to the Lions with the Trees of Light.

- iv. Town Hall & Butchers' Hall Report (Appendix 10).

### **275. FINANCE & OTHER MATTERS**

The Council received, for information, the following: -

- a) Report of the Administration Office (Appendix 11)  
Noted That: A notification from DALC inviting nominations for a draw to attend the Royal Garden Party had been received. The consensus being that the Mayor, Deputy Mayor and Clerk review established practice and submit the Councils' nomination accordingly.
- b) Town Hall & Markets Consultative Group, Notes of the Meeting held on Tuesday 9<sup>th</sup> December 2025 (Appendix 12)
- c) The following Member update or feedback was brought forward:
  - i. Representatives on outside bodies:
    - Museum Trustee Board representative – regarding arrangements for a new lease;
  - ii. Feedback from attendance at training sessions - nothing to report

## **EXCLUSION OF PRESS AND PUBLIC**

### **276. 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**

**277. 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).

There being no recommendations to report Minute No 265 was noted.

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

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- i. **DEBTORS' REPORT** The Council considered and noted a list (Appendix 13) of all those with debts to the Council dating from earlier than the last Quarter Day and received updates accordingly.

Noted That: the Council was advised:

Debtor A – of recent correspondence received from the Insolvency Service, and further information being sought;

Debtor B – following a payment being made, the potential for full repayment shortly was being investigated;

Debtor E – the position regarding attempts at communication with the tenant and potential for escalation was noted;

Debtor G – a preliminary oral update.

**CONFIDENTIAL ITEMS CIRCULATED FOR INFORMATION ONLY**

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

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- i. **LANDLORD & TENANT MATTERS**

The Council was advised:

- a) Land at Sandy Park – of details of the agreement reached, in principle, with the tenant following a rent review;
- b) Legacy Legal Casework – of details of residual legal casework (currently at the Councils’ previous provider) and changes to the team responsible for same. In the interests of continuity (and reflecting areas where the current provider was conflicted), one legacy case would pass with the exiting team to a new provider on equivalent terms until the work was completed, one case would remain with the prior provider (as it was substantially complete), and any other legacy work would transfer to the current provider;
- c) Abbey Remains Project – a progress report in connection with funding applications submitted, and anticipated next steps.

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

The Meeting closed at 7.37pm.

Signed:

Dated:

CHAIRMAN