

AGENDA ITEM No 3

MINUTES of the Meeting of the **TAVISTOCK TOWN COUNCIL** held on **TUESDAY 24th FEBRUARY, 2026 at 6.30pm** at **THE COUNCIL CHAMBER, TOWN COUNCIL OFFICES, DRAKE ROAD, TAVISTOCK**

PRESENT Councillor Mrs A Johnson (Deputy Mayor – in the Chair)

Councillors, Ms M Ewings, A Hutton (late arrival), A Lewis, J Moody, T Munro, 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 Matt Godfrey, St Eustachius' Church, Tavistock.

COMMENCEMENT OF MEETING

312. APOLOGIES FOR ABSENCE

Apologies for Absence had been received from Councillors S Hipsey (Mayor), Mrs J Hughes, N Martin, B Moody and A Venning.

313. DECLARATIONS OF INTEREST

Councillor Mrs A Johnson declared an interest in respect of Minute No 318 Land at SX 467 735, Callington Road, Tavistock P/A No.3771/25/OPA by virtue of the land being owned by a relative.

314. CONFIRMATION OF MINUTES

a) RESOLVED THAT the Minutes of the Meeting of Tavistock Town Council held on Tuesday 20th January, 2026 be confirmed as a correct record and signed by the Chairman (Appendix 1).

315. PUBLIC REPRESENTATIONS & QUESTIONS

None received.

ITEMS REQUIRING A DECISION

316. GENERAL FINANCE

The Council considered the following:-

a) Schedule of Payments

The Council received and considered a copy of the monthly accounts as at 31st January, 2026 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 31st January, 2026 (Appendix 3).

317. BUDGET & POLICY COMMITTEE

The Council considered the Minutes of the Meeting of the Budget & Policy Committee (Appendix 4), held on Tuesday 10th February, 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 290 -300 refer) be approved and adopted.

Noted That: pursuant to:-

- a) Minute No 295: the continuing representation of the Council at related meetings by Councillors Mrs A Johnson and J Moody was endorsed;
- b) the provisions of Minute No 298: a Meeting of the Devolution and Local Government Steering Group would now be held on 10th March and the scheduled Budget and Policy Committee postponed to 16th March in order to meet the necessary deadlines;
- c) Minute No 299: communications were ongoing with the Local Planning Authority (LPA) with a view to securing a response to questions raised.

318. DEVELOPMENT MANAGEMENT & LICENSING COMMITTEE (DM&L)

The Council considered the following: -

- i) Development Management & Licensing Committee - Minutes of the Meeting held on Tuesday 27th January, 2026 (Appendix 5) (Minute No's 280-289 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 17th February, 2026 (Appendix 6) (Minute No's 302-311 inclusive) the recommendations being reported by rote:

RESOLVED THAT excepting only Application 3771/25/OPA (see below) the Recommendations included in the foregoing report of the Development Management & Licensing Committee be approved and adopted.

Noted That: Planning Application 3771/25/OPA was for major development and therefore fell to be considered by Council. Reference was made variously to the National Planning Policy Framework, Neighbourhood Plan - current and prospective content, benefits attaching to transport modelling, communications with the LPA and implications for the Local Plan area, benefits attaching to a clear understanding on specific matters of planning interpretation from the LPA, the prior procedural and other related resolutions of the Committee, and the associated recommendation as set out in Minute No 288.

RESOLVED THAT the recommendation as set out in Minute no 288 be endorsed and adopted.

Noted That:

- a) Councillor Mrs A Johnson declared an interest in the above application by virtue of family association and left the meeting during consideration thereof;
- b) In the absence of the Chairman and, with the consent of the Meeting, the immediate past Mayor Councillor P Ward took the Chair for this item of business;
- c) The view was expressed that Tavistock Town Council should be re-consulted if Application Number 3771/25/OPA were to be amended;
- d) The Development Management and Licensing Committee might wish to consider, at a future meeting, whether to recommend the Council seek independent legal advice on matters of policy interpretation;
- e) Councillors Ms M Ewings and J Moody requested it be recorded they did not vote on the recommendations listed above.

ITEMS CIRCULATED FOR INFORMATION ONLY

319. 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);
- iv. Town Hall & Butchers' Hall Report (Appendix 10).

320. FINANCE & OTHER MATTERS

The Council received, for information, the following: -

- a) Report of the Administration Office (Appendix 11)
- b) The following Member update or feedback was brought forward:
 - i. Representatives on outside bodies:
Tavi Rail AGM on Friday 27th February – all welcome to attend.
 - ii. Feedback from attendance at training sessions - nothing to report

EXCLUSION OF PRESS AND PUBLIC

321. 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

322. 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. 301 of the Meeting of the Budget & Policy Committee (Appendix 4 refers) held on Tuesday 10th February, 2026.

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

323. 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.

Noted That: the Council was advised:

- i) Debtor D – Communication with the tenant was not resolving matters, a Section 8 notice would be prepared should it be required;

- ii) Debtor E – a meeting had been arranged;
- iii) Debtor F – first instalment of the payment plan was due that week and an email reminder issued;
- iv) Debtor G – No contact had been made.

ii) **TOWN HALL BAR STOCK AUDIT**

The Council received and noted the Bar Stock Audit Report dated 22nd January, 2026 (Appendix 13).

Noted That: the Town Hall & Events Manager and team were commended for a positive report.

CONFIDENTIAL ITEMS CIRCULATED FOR INFORMATION ONLY

324. PROPERTY, LEGAL & FINANCE MATTERS

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i. **LANDLORD & TENANT MATTERS**

- a) There was nothing to advise

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

The Meeting closed at 8:10pm.

Signed:

Dated:

CHAIRMAN