

AGENDA ITEM No 3

MINUTES of the Meeting of the **TAVISTOCK TOWN COUNCIL** held on **TUESDAY 24th MARCH, 2026 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, A Hutton, A Lewis, N Martin, J Moody, Mrs B Moody, T Munro, G Parker, R Poppe, B Smith, A Venning, P Ward.

IN ATTENDANCE Town Clerk, Administration and Democratic Support Officer.

Prior to the commencement of the Meeting:

- There was a presentation from the Local Planning Authority by way of follow up to a previous briefing, with particular regard to the planning position nationally, the Joint Local Plan, Town Neighbourhood Plan and related matters.
- Members received at:
6.25pm - a few moments of Quiet Reflection led by Reverend Matt Godfrey, St Eustachius' Church, Tavistock.

COMMENCEMENT OF MEETING

344. APOLOGIES FOR ABSENCE

An apology for Absence had been received from Councillor Mrs J Hughes

345. DECLARATIONS OF INTEREST

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

346. CONFIRMATION OF MINUTES

a) RESOLVED THAT the Minutes of the Meeting of Tavistock Town Council held on Tuesday 24th February, 2026 be confirmed as a correct record and signed by the Chairman (Appendix 1).

347. PUBLIC REPRESENTATIONS & QUESTIONS

None received.

ITEMS REQUIRING A DECISION

348. GENERAL FINANCE

The Council considered the following:-

a) Schedule of Payments

The Council received and considered a copy of the monthly accounts as at 28th February, 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 of 28th February, 2026 (Appendix 3).

349. BUDGET & POLICY COMMITTEE

The Council considered the Minutes of the Meeting of the Budget & Policy Committee (Appendix 4), held on Monday 16th March, 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 335 -341 refer) be approved and adopted.

Noted That: pursuant to:-

- a) Minute No 338: the Town of Culture Steering Group would lead on progressing the matter. A Member who served on both authorities expressed the view that should Tavistock be shortlisted, West Devon Borough Council (WDBC) would become actively involved. Appreciation was expressed regarding the work of the Steering Group and the quality of the application document and work undertaken.
- b) Minute No 340: the deletion of para (a) to more accurately reflect the situation appertaining to those two former providers of services, one of which had discontinued trading for retirement. A Member reported they would write to same expressing appreciation for services rendered.

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

The Council considered the following: -

- i) Development Management & Licensing Committee - Minutes of the Meeting held on Monday 9th March , 2026 (Appendix 5) (Minute No's 325 - 334 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: pursuant to Minute No. 330:- reference was made to both the current and anticipated national arrangements for planning (including the National Planning Policy Framework), the Local Plan, Neighbourhood Plan and related matters with particular reference to the presentation received prior to the Meeting. The situation would form the basis for further discussion at the next scheduled meeting of the Development Management and Licensing Committee.

ITEMS CIRCULATED FOR INFORMATION ONLY

351. 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).

Noted That: in response to questions the General Manager:

- a) Pannier Market, Markets:- would explore the possibility of an additional Farmers Market prior to Christmas;
- b) Town Hall:- advised that, amongst other connectivity issues, a review was being undertaken to establish the suitability/feasibility of installing a Hearing Loop in the Town Hall.

352. FINANCE & OTHER MATTERS

The Council received, for information, the following: -

- a) Report of the Administration Office (Appendix 11);
- b) West Devon Borough Council Report (Councillor Mrs A Johnson) (Appendix 12);
- c) Notes of the Town Hall & Markets Consultative Group Meeting held on Tuesday 3rd March 2025 (Appendix 13);
- d) The following Member update or feedback was brought forward:
 - i. Representatives on outside bodies:
 - Museum Trustee Board representative – regarding new displays and a new stair lift being fitted for accessibility to the Museum;

- Dartmoor Commons Association representative – Update on grazing on Whitchurch Down;
 - BID Representative – BID proximity to referendum for renewal;
 - Health and Wellbeing Alliance – Update on upcoming event
- ii. Feedback from Members following their attendance at any training sessions – there was nothing to report

EXCLUSION OF PRESS AND PUBLIC

353. 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

354. 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's. 342-343 of the Meeting of the Budget & Policy Committee (Appendix 4 refers) held on Monday 16th March, 2026.

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

355. PROPERTY, LEGAL & FINANCE MATTERS

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

- i) **DEBTORS' REPORT** The Council considered and noted a list (Appendix 14) of all those with debts to the Council dating from earlier than the last Quarter Day and received updates accordingly.

Arising therefrom it was further:

RESOLVED THAT: Debtor D – in the circumstances and subject to legal advice, the Council issue a Section 8 Notice to seek to recover the

property, together with such other proceedings as may be appropriate.

CONFIDENTIAL ITEMS CIRCULATED FOR INFORMATION ONLY

356. 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 7:27pm

Signed:

Dated:

CHAIRMAN