

AGENDA ITEM 5

MINUTES of the Meeting of the **TAVISTOCK TOWN COUNCIL** held on **TUESDAY 28th APRIL, 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 A Hutton, A Lewis, N Martin, J Moody, Mrs B Moody, T Munro, G Parker, B Smith, P Ward.

IN ATTENDANCE General Manager, Office and Finance Manager

Prior to the commencement of the Meeting, Members received at:
6.25pm - a few moments of Quiet Reflection led by Rob Palmer, Street Pastors, Tavistock.

COMMENCEMENT OF MEETING

386. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Ms M Ewings and Mrs J Hughes

387. DECLARATIONS OF INTEREST

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

388. CONFIRMATION OF MINUTES

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

389. PUBLIC REPRESENTATIONS & QUESTIONS

None received.

ITEMS REQUIRING A DECISION

390. 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 March, 2026 as listed on the Council Website (Appendix 2).

391. BUDGET & POLICY COMMITTEE

The Council considered the Minutes of the Meeting of the Budget & Policy Committee (Appendix 3), held on Tuesday 14th April, 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 366 - 372 refer) be approved and adopted.

Noted that Councillor P Ward declared an interest in relation to Minute No 371 with regards to his involvement with the Twinning Association.

392. PLANNING MATTERS

a) NEIGHBOURHOOD PLAN

The Council considered the report of the Town Clerk (Appendix 4) in connection with the above.

RESOLVED THAT should the Council be minded to endorse Minute no 358 in due course:

- i. then it do so contingent on the outcome of a review undertaken by Stuart Todd Associates as outlined in the report, in particular in para 2.5; accordingly
- ii. Stuart Todd Associates be commissioned to undertake the review at the earliest opportunity.

Noted That in supporting the recommended actions a member expressed a view regarding the urgency considered to attach to early review of the Neighbourhood Plan.

b) DEVELOPMENT MANAGEMENT & LICENSING COMMITTEE (DM&L)

The Council considered the following: -

- i) Development Management & Licensing Committee - Minutes of the Meeting held on Tuesday 31st March , 2026 (Appendix 5) (Minute No's 357 - 365 inclusive) the recommendations being reported by rote:
- ii) Development Management & Licensing Committee – Minutes of the Meeting held on Monday 20th April, 2026 (Appendix 6) (Minute No's 377 - 385 inclusive) the recommendations being reported by rote:

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

Noted That Regarding Minute No 383, the Council had received correspondence from the Licensing Authority seeking clarification pertaining to the objection. It was agreed that the Minute was an accurate record but that the General Manager would write to WDBC to provide further clarification and detail relating to discussions held at the Development Management and Licensing Committee appertaining to this matter.

ITEMS CIRCULATED FOR INFORMATION ONLY

393. 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).

394. 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 A Bridgewater) (Appendix 12);
- c) Notes of the Whitchurch Down Consultative Group held on 7th April 2026 (Appendix 13);
- d) The following Member update or feedback was brought forward:
 - i. Representatives on outside bodies:
 - The Printworks – a progress report was received relating to ongoing work to the downstairs area;
 - Tavi Rail – There was an AGM held with a new secretary appointed;
 - Oke Rail – Currently looking at what the future looks like.
 - ii. Feedback from Members following their attendance at any training sessions – there was nothing to report

395. TO RECEIVE SUCH COMMUNICATIONS OR REPORTS AS MAY BE SUBMITTED BY THE TOWN MAYOR

Attention was drawn, by the Mayor, to upcoming civic/ceremonial functions and events, related correspondence and the importance attached to attendance and participation by Councillors.

EXCLUSION OF PRESS AND PUBLIC

396. 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

397. 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. 373-376 of the Meeting of the Budget & Policy Committee (Appendix 3 refers) held on Tuesday 14th April, 2026.

Noted That Councillors Mrs B Moody and J Moody declared a non-prejudicial interest in Minute no 375 by virtue of appointment, by the Council, to the organisation concerned as Observer (and reserve respectively).

Noted that an oral update was given by the General Manager to advise Council members that the Museum had agreed to meet the balance of £450 plus VAT. Gratitude was passed to Officers for work on this matter.

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

398. 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.

An oral update was provided in that Debtor A has been given a payment date to settle the outstanding account and that Debtor D was now in communication and had agreed to make a payment very soon.

CONFIDENTIAL ITEMS CIRCULATED FOR INFORMATION ONLY

399. 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 7:20pm

Signed:

Dated:
CHAIRMAN