

**TAVISTOCK TOWN COUNCIL
TOWN HALL & BUTCHERS HALL REPORT APRIL/MAY 2026
DATE OF REPORT 27/05/2026**

Town Hall

1. General Update

- a) Across April and May, the Town Hall hosted a wide variety of events in addition to our regular hirers. These included the Tavistock Town Council Civic Ball, a classical music concert as part of the Tavistock Festival, a poetry evening, a two-day board game festival, the TTC Grants Presentation Evening, a country music club night, an event celebrating Tavistock's volunteer community, and a two-day conference and meeting hire.

This programme reflects the diverse range of users attracted to Tavistock Town Hall, with all events being well attended and hirers providing positive feedback on both the venue and facilities. One area currently under consideration is the upgrade of the PA system, as the existing equipment is becoming increasingly outdated. Enhancing the Town Hall's AV infrastructure will help ensure its continued appeal to a broad range of hirers well into the future.

- b) Prices at the Town Hall bar have now been revised to reflect the increases in supplier costs. We remain committed to keeping drink prices affordable for attendees while maintaining appropriate profit margins across all products. Work is also underway to streamline the bar offering by reducing the number of stock lines held, improving overall efficiency and minimising wastage. This process will continue throughout the remainder of the financial year, supported by targeted promotions to help clear stock which is being withdrawn from sale, or nearing its best before date.
- c) The Town Hall continues to host a number of regular weekly hirers including Full of Life (Monday and Friday), Line Dancing (Tuesday), Vocal Harem (Tuesday), Dartmoor Dancers (Wednesday), Zumba (Thursday), as well as U3A (monthly). Vocal Harem have now finished their weekly rehearsals and will resume their weekly hire from October 2026.
- d) In addition to our regular hirers, the following events are scheduled across the remainder of May and June: a small wedding ceremony in the Rundle Room, a two-day wellbeing fair, a discovery day and conference focused on the River Tavy, a barn dance, and the annual Cream Tea event delivered in partnership with Tavistock BID.

- e) Tavistock Town Council's annual Civic Ball took place on 24th April and received excellent feedback from attendees. This positive outcome was achieved despite significant challenges arising from the loss of the scheduled entertainment just a few days prior to the event. A replacement act was secured at short notice by the Assistant to the Town Clerk and was very well received by guests. Tavistock Town Council also provided substantial in-house staffing support for the event, including assistance to the catering company, which helped to minimise associated staffing costs. The date for the next Civic Ball has now been confirmed as 23rd April 2027.
- f) A number of staff members have recently completed Asbestos Awareness training. We continue to review the training certifications held by staff and are making use of both in-person and online courses to address any identified knowledge gaps, particularly in relation to health and safety requirements.

Butchers Hall

- a) The Arts Market held on 2nd May operated at almost maximum capacity, with this event retaining a strong following and continuing to attract good levels of footfall. The next event will take place on 6th June.
- b) The Arts and Craft Fair held on Saturday 16th and Sunday 17th, which complemented the Eat Festival taking place across Duke Street, Brook Street, and West Street, faced challenges in attracting a significant number of traders. This was partly due to the event being added to our schedule considerably later than the initial dates circulated to traders, meaning many had already committed to other events that weekend. However, the traders who did attend reported reasonable trading performance and were generally satisfied with the event overall. There remain, however, some challenges in effectively directing footfall from outdoor events into the Market and Events Complex.
- c) As part of the service plan, a review of the Butchers' Hall Feasibility Report will be undertaken to assess the venue's current position in relation to the original findings and recommendations, now that the venue has been operational for eight years. This will then give a foundation on which to move the venue forwards as we look to the future.

The schedule of themed markets for 2026 is as follows;

Makers Market – 19th & 20th June
Summer Fair – 6th – 8th August
Youth Market - 29th August
Art & Craft Fair - 24th – 26th September
Goose Fair – 14th October
Youth Market – 31st October
Makers Market – 20th & 21st November
Dickensian Market – 4th December
Christmas Markets – 11th – 23rd December

Advertising/Marketing

The existing large poster display for Butchers Hall and the Arts Market has now been replaced with a printed Foamex board version. This provides a significant improvement to the overall appearance of the display and greatly enhances visibility for passers-by.

In addition, an order has been placed for two replacement Perspex sheets to replace the current panels, which have deteriorated over time and are no longer allowing clear visibility of the displayed poster. These are expected to be delivered within the coming weeks.

Work has commenced on the development of a comprehensive marketing strategy for the Town Hall. This document will outline a clear, ground-up approach to revitalising the venue’s advertising and promotional activity. It will include both a redesign of printed promotional materials and a targeted plan to ensure that key information and advertising effectively reaches prospective hirers.

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