

**TAVISTOCK TOWN COUNCIL
TOWN HALL & BUTCHERS HALL REPORT JUNE/JULY 2026
DATE OF REPORT 16/07/2026**

Town Hall

1. General Update

- a) During June and July, the Town Hall hosted a range of events, including Aurora's two-day Wellbeing Fair, a River Tavy Discovery Day, a private birthday ceilidh, and the annual cream tea fête in partnership with Tavistock BID. Feedback from hirers was very positive, and the Devonshire Association, which organised the Discovery Day, has expressed interest in holding a similar event in 2027.
- b) Following a review of the existing audiovisual equipment in the Town Hall, and taking into account feedback from a number of regular hirers, a need has been identified to modernise the Town Hall's public address (PA) system. A procurement process is underway to identify a suitable local supplier, with several companies invited to attend site visits and provide quotations for a system that meets our operational requirements. These visits will take place over the coming weeks, after which a preferred supplier will be selected to undertake the installation of the new system.
- c) The quarterly bar audit was completed on Thursday 2nd July, with positive feedback and variances within expected limits. The lower margin for this quarter reflects the pre-ordered wine for the annual Civic Ball, which has historically been recorded separately and treated as an audit allowance. It has now been agreed that prepaid alcohol sales will be processed through the bar till after the event, ensuring future quarterly sales and margin figures more accurately reflect trading.
- d) The Town Hall continues to host a number of regular weekly hirers including Line Dancing (Tuesday), Vocal Harem (Tuesday), Dartmoor Dancers (Wednesday), Zumba (Thursday), Full of Life (Friday), as well as U3A (monthly). Full of Life have now stopped their regular Monday class due to low attendance numbers, they have however expressed an interest in extending their Friday class into two one hour sessions.
- e) Upcoming events in July and August include a funeral ceremony and drinks reception for 200 guests, the Memory Café's 20th Anniversary Cream Tea Dance, two birthday parties, three wedding ceremonies, a one-night performance of *Calendar Girls*, a wellbeing fair, and a concert evening.

- f) Following the resignation of the current Town Hall & Butchers Hall Duty Officer, interviews were held during the week commencing 6 July with shortlisted candidates after the application period closed. Following the interview process, a candidate was offered the position and has accepted. We anticipate they will commence the role in August, subject to satisfactory references.

Butchers Hall

- a) Markets held in Butchers Hall during June and July were generally well attended, with only the July Friday Arts Market experiencing slightly lower trader occupancy. Butchers Hall once again served as a key venue for the annual Tavi Fringe music festival, and Drawn to the Valley returned during the week commencing 13th July for their Annual Summer Exhibition.
- b) Trader bookings for the August Arts Market and Summer Fair are strong, with only a small number of pitches still available. Work continues to promote the venue to new traders, broadening the pool of regular attendees and ensuring markets remain well occupied, diverse, and an attractive destination for visitors.
- c) Trader uptake for the August and October Youth Markets has been lower than anticipated, and work is ongoing to attract additional traders to strengthen the events. One contributing factor appears to be that the August market coincides with the National Market Traders Federation (NMTF) National Youth Market Finals in Stratford-upon-Avon. To avoid a similar clash in 2027, the Youth Market has been provisionally rescheduled to 31st July.
- d) Dates have now been identified for the Town Council's 2027 organised markets in Butchers' Hall, following booking requests from most regular hirers. Arts Markets will continue to be held on the first Saturday of each month, with additional Friday markets during busier periods. Dates for the multi-day themed markets have also been set, with themes currently being allocated to each event. The programme is expected to be finalised in August, allowing dates to be released to traders in September.

The schedule of themed markets for 2026 is as follows;

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

Advertising/Marketing

Discussions are underway with a local graphic designer to refresh the promotional materials for the Butchers' Hall Festive Markets. The aim is to introduce a new design for the 2026 Christmas campaign, with artwork completed by the end of the summer to allow promotion to begin in the autumn.

Work is also underway on designs for a new Town Hall logo, promotional brochure, and poster materials to modernise the venue's branding and increase awareness among potential hirers. This forms a key part of the new Town Hall Marketing Strategy, as the current materials are outdated. Refreshing the venue's promotional approach will help attract new customers who may not have previously considered the Town Hall for their events.

Events

Other events held in Town Council-managed outdoor spaces during June and July included Tavi Pride, featuring activities in Tavistock Meadows and a parade through the town centre; Tavi Fringe, with musical and performance events across six locations, four of which were on Town Council property; and the Lions Club Fun Day in Tavistock Meadows. The weekend of 18th – 19th July will also see the return of the Tavistock Carnival, organised by Tavistock Lions Club.

Thomas Coates

Town Hall & Events Manager

Tavistock Town Council

Tom.coates@tavistock.gov.uk