

## **AGENDA ITEM No. 3a**

**MINUTES** of the Special Meeting of the **TAVISTOCK TOWN COUNCIL** held on **TUESDAY 1<sup>st</sup> APRIL, 2025 at 6:00pm at THE COUNCIL CHAMBER, TOWN COUNCIL OFFICES, DRAKE ROAD, TAVISTOCK**

**PRESENT** Councillor P Ward (Mayor)  
Councillor S Hipsey (Deputy Mayor)

Councillors \*Ms M Ewings, Mrs J Hughes,  
Mrs A Johnson, A Lewis, J Moody, T Munro, G Parker,  
R Poppe, B Smith, \*A Venning.

\*arrived late

**IN ATTENDANCE** Town Clerk, General Manager, Assistant to the Town Clerk.

### **363. APOLOGIES FOR ABSENCE**

Apologies for Absence had been received from Councillors R Edlmann, A Hutton, U Mann and Mrs B Moody.

### **364. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at this point in the Meeting, however please see Minute No. 367 below.

### **365. CONFIRMATION OF MINUTES**

a) RESOLVED THAT the Minutes of the Meeting of Tavistock Town Council held on Tuesday 18<sup>th</sup> March, 2025 be confirmed as a correct record and signed by the Chairman (Appendix 1).

b) Matters arising – Minute No. 357c) Tavistock Rail.

The Minute had reported that a decision on the project had been due on 26<sup>th</sup> March, 2025. However, it was noted that Network Rail had yet to publish the outcome and it was reported at this Meeting that the Treasury would make a final decision on 12<sup>th</sup> June, 2025.

\*Councillor Mrs M Ewings arrived at the Meeting.

### **EXCLUSION OF PRESS AND PUBLIC**

### **366. 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**

#### **367. MULTI-USE WHEELED SPORTS AREA**

(**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 the Report of the General Manager (Appendix 2), who further provided an oral update including, but not limited to:

- the timeline for the tender process, which had been extended by a week following a request received from tenderers;
- that three tenders had been received by the deadline - as set out in the Report;
- the role of the Tavistock Youth Café and it's associated body - Taviskate (project partner, main fundraiser and project lead on consultation);
- the basis of the scoring matrix which had been used to evaluate the tenders received, the composition of the tender review panel (incorporating representatives of Taviskate and Council) and the recommendation arising, as submitted. It was further advised that additional due diligence and qualifications from that discussed had been undertaken subsequent to interview with the preferred tenderer, at the request of the General Manager, to address areas of concern so as to enable a general consensus to emerge;
- Design proposals as submitted were necessarily indicative/for illustration purposes, but based around key aspects identified within the design brief. Final proposals would emerge after consultation with stakeholder groups;
- responsibility for securing funding for the project, under the scheme arrangements, would principally fall to Taviskate, supported by the preferred contractor and therefore no contract for construction would be entered into until such time as the project was fully funded and the necessary planning consents secured. Consequently, at this stage the preferred tenderer would be operating on an 'at risk' basis for them (except for certain bespoke surveys), with budgeted 'at risk' costs only recoverable at the point that planning was secured, the design and funding requirements complete.

RESOLVED THAT Tavistock Town Council:

- a) subject to any further due diligence as may be required, accept the tender representing best value overall, as submitted by Canvas Spaces Ltd in the sum of £294, 892.50, which included the provisional sum of £10,000 for re-routing the sewage pipe;
- b) agree that no formal binding JCT contract be entered into until such stage as the project was fully funded and any consents/conditions were met;
- c) endorse that the Council fulfil, where appropriate, the role of accountable body for the project.

Noted That

- i) Councillor Mrs M Ewings declared a personal non-prejudicial interest in the above item by virtue of serving as Vice-Chairman of Tavistock Youth Café (currently project partner and sponsoring body for Taviskate (the latter being in the process of becoming a separately constituted body)). Also, as Leader of West Devon Borough Council.
- ii) Councillor A Venning arrived at the Meeting during the consideration of this matter.
- iii) In response to questions it was reported:
  - It was important to differentiate between s106 monies provisionally hypothecated to other schemes under consideration, and this facility, so as to ensure equity of treatment and avoidance of unplanned financial obligations for the Town Council;
  - it was anticipated there would be a relatively low-level of ongoing maintenance required for a concrete structure;
  - subject to final design, that the structure would have various areas attributed to ensure equality of play as well as catering for other wheeled sports and demographics;
  - the levels of warranty tenderers offered;
  - that a joint press release with Tavi Skate and Tavistock Council, including West Devon Borough Council would be issued in due course.

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

The Meeting closed at 6.36pm.

Signed:

Dated:

CHAIRMAN