

## **AGENDA ITEM 5**

**MINUTES** of the Meeting of the **TAVISTOCK TOWN COUNCIL** held on **TUESDAY 22<sup>nd</sup> APRIL, 2025 at 6.30pm** at **THE COUNCIL CHAMBER, TOWN COUNCIL OFFICES, DRAKE ROAD, TAVISTOCK**

**PRESENT** Councillor P Ward (Mayor)

Councillors Ms M Ewings, A Hutton, Mrs A Johnson, N Martin, Mrs B Moody, J Moody, T Munro, B Smith, A Venning.

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

Prior to the commencement of the Meeting there was opportunity at: **6.25pm** – for the Mayor to pay tribute to former Councillor Pete Squire, who had recently passed away. This was followed by a period of personal quiet reflection for those in attendance.

### **COMMENCEMENT OF MEETING**

#### **387. APOLOGIES FOR ABSENCE**

Apologies for Absence had been received from Councillors R Edlmann, S Hipsey (Deputy Mayor), Mrs J Hughes, A Lewis, U Mann, G Parker and R Poppe.

#### **388. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made.

#### **389. CONFIRMATION OF MINUTES**

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

#### **390. PUBLIC REPRESENTATIONS & QUESTIONS**

No public representations or questions had been received prior to the Meeting.

### **ITEMS REQUIRING A DECISION**

#### **391. GENERAL FINANCE**

The Council considered the following:-

a) Schedule of Payments

The Council received and considered copies of the monthly accounts as at 31<sup>st</sup> March, 2025 as listed on the Council website (Appendix 2);

b) Budget Monitoring Report

The Council received and considered a copy of the Budget Monitoring Report (Appendix 3) as at 28<sup>th</sup> February, 2025.

**392. BUDGET & POLICY COMMITTEE**

The Council considered the Minutes of the Meeting of the Budget & Policy Committee (Appendix 4) held on Tuesday 8<sup>th</sup> April, 2025, the recommendations being reported by rote.

RESOLVED THAT subject to consideration of Minute Nos. 384-386 being deferred to a later point in the Meeting, in view of the confidential nature of the business to be transacted, the Recommendations included in the foregoing report of the Budget and Policy Committee (Minute No's 378-383 refer) be approved and adopted.

**393. DEVELOPMENT MANAGEMENT & LICENSING COMMITTEE (DM&L)**

The Council considered the following: -

- i) Development Management & Licensing Committee - Minutes of the Meeting held on Tuesday 1<sup>st</sup> April, 2025 (Appendix 5) (Minute No's 368 - 377 inclusive) the recommendations being reported by rote:

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

Noted That

- a) The Council was reminded that representatives from West Devon Borough Council's Planning Department would be in attendance for a pre-Meeting session, at the Development Management & Licensing Committee Meeting, scheduled for Wednesday 23<sup>rd</sup> April. The session was due to commence at 5.30pm and all Members were encouraged to attend.
- b) Councillor G Parker (Vice Chairman) had been inadvertently omitted from the list of attendees.

## **ITEMS CIRCULATED FOR INFORMATION ONLY**

### **394. SERVICE REPORTS**

The Council received, for information, the Reports of the General Manager and Managers of the Pannier Market, Works Department and Town Hall & Butchers' Hall (Appendices 6–9 refer).

- i. General Manager Report (Appendix 6)  
Noted That following queries raised, the General Manager reported matters:
  - o in connection with travellers recently accessing Council land; and also
  - o appertaining to the extent to which the Museum building was adversely affected by dry rot and settlement issues.
- ii. Pannier Market Report (Appendix 7);
- iii. Works Department (Appendix 8);
- iv. Town Hall & Butchers' Hall Report (Appendix 9).  
Noted That following a query raised, it was confirmed copy of the report being drafted in respect of booking trends for the Town Hall would be brought before the relevant body of the Council in due course.

### **395. FINANCE & OTHER MATTERS**

The Council received, for information, the following: -

- a) Report of the Assistant to the Town Clerk (Appendix 10):

Noted That:

- thanks were conveyed to the Assistant to the Town Clerk for the delivery of a successful Civic Ball; and
- it was confirmed the informal Pre-Annual Meeting previously scheduled for Wednesday 7<sup>th</sup> May, 2025 would remain on that date.

- b) West Devon Borough Council Report – Councillor Mrs A Johnson (Appendix 11);

Noted That: the Council was reminded:

- the date of the West Devon Matters Meeting had been changed from 23<sup>rd</sup> April to 14<sup>th</sup> May, 2025; and
- 2 virtual meetings had been scheduled with the Police. All Members had previously been provided with the log-in details for both meetings, and were encouraged to attend.

- c) The Notes of the Town Hall & Markets Consultative Group Meeting held on Tuesday 25<sup>th</sup> March, 2025 (Appendix 12);
- d) The Notes of the Whitchurch Down Consultative Group Meeting held on Tuesday 15<sup>th</sup> April, 2025 (Appendix 13);

- e) The following updates or feedback were brought forward:
- i. Representatives on outside bodies:
    - o Tavistock Museum – the Council’s representative provided a written Observer Report covering the period 1<sup>st</sup> November 2024 – 7<sup>th</sup> April 2025 (Appendix 14), detailing the Museum’s activities during that period. Members were encouraged to visit the Museum, now that it had re-opened for the 2025 season;
    - o The Printworks – it was reported that the organisation was working hard to reconfigure the ground floor of the property. An Open Day was planned for Saturday 3<sup>rd</sup> May, 2025 between 10am – 2pm, at which Members were invited to attend in order that they could see what was happening in the venue, and also contribute a view on the future plans for it.
  - ii. Feedback from Members following attendance at any training sessions: none brought forward.

### **396. TO RECEIVE SUCH COMMUNICATIONS OR REPORTS AS MAY BE SUBMITTED BY THE TOWN MAYOR**

The Mayor referred to recent issues with the water supply in Tavistock and surrounding areas. It was reported that South West Water was confident that the supply would be re-established early on Wednesday 23<sup>rd</sup> April, 2025.

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

#### **397. 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.

Noted That: with the consent of the Meeting decision was made to vary the order of business for the remainder of the Meeting.

### **CONFIDENTIAL ITEMS REQUIRING A DECISION**

#### **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 person or persons other than the Council).

**i. DEBTORS' REPORT**

The Council considered and noted a list (Appendix 15) of all those with debts to the Council dating from earlier than the last Quarter Day and received updates accordingly.

Noted That: in response to a question, the Town Clerk confirmed that in respect of Debtor A:

- no new Court date had yet been received;
- on completion there would be opportunity to review matters associated with this case. Associated questions were addressed.

**ii. TOWN HALL BAR STOCK AUDIT REPORT**

The Council received and noted the Bar Stock Audit Report dated 27<sup>th</sup> March, 2025 (Appendix 16).

**399. 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 Nos. 384-386 of the Meeting of the Budget & Policy Committee (Appendix 4 refers) held on Tuesday 8<sup>th</sup> April, 2025.

RESOLVED THAT the Recommendations included in the foregoing report of the Budget and Policy Committee (Minute No's 384-386 refer) be approved and adopted.

Noted That

- a) the Assistant to the Town Clerk left the Meeting prior to consideration of the above item;
- b) the Chairman of the Hearings Panel provided a precis of the recommendation relating to Minute No 384 and related matters.

**CONFIDENTIAL ITEMS CIRCULATED FOR INFORMATION ONLY**

**400. 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 7.06pm.

Signed:

Dated:

CHAIRMAN

Noted That: following the completion of the business as listed on the Agenda, and at the close of the Meeting, a brief informal discussion took place in connection with concerns attaching to the impact of a recent interruption to the water supply to parts of the Town and related matters.

It was the consensus arising that an item be placed on the Agenda for the next Meeting of the Budget and Policy Committee to enable a scheduled discussion on the matter.