

MINUTES

of the Meeting of the **BUDGET AND POLICY COMMITTEE** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY 11th JULY, 2017** at **6.30pm.**

PRESENT

Councillors Mrs M Ewings, Mrs A Johnson, P Palfrey, P Sanders (Mayor), H Smith, P Ward (Deputy Mayor), P Williamson

Ward Member – Councillor P Squire

IN ATTENDANCE

Town Clerk, General Manager

48 ELECTION OF CHAIRMAN

Nominations were invited for the Election of Chairman of the Budget and Policy Committee for the 2017-18 Civic Year.

A nomination was received in respect of Cllr P Sanders.

RESOLVED THAT Councillor P Sanders be elected Chairman of the Budget and Policy Committee for the 2017-18 Civic Year.

49 ELECTION OF VICE CHAIRMAN

Nominations were invited for the election of Vice Chairman of the Budget and Policy Committee for the 2017-18 Civic Year.

A nomination was received in respect of Cllr P Ward.

RESOLVED THAT Councillor P Ward be elected Vice Chairman of the Budget and Policy Committee for the 2017-18 Civic Year.

50 CONFIRMATION OF MINUTES

RESOLVED THAT the Minutes of the Meeting of the Budget and Policy Committee held on Tuesday 16th May, 2017 be confirmed as a correct record and signed by the Chairman.

51 DECLARATIONS OF INTEREST

There were no declarations of interest in connection with items listed on the agenda.

ITEMS FOR RECOMMENDATION TO COUNCIL

52 TAVISTOCK HERITAGE TRUST-GRANT APPLICATION

It was noted that no application had yet been received for a grant from the Tavistock Heritage Trust. Consideration would be given to same, if received, in due course.

53 NEIGHBOURHOOD PLAN

The Committee considered the report of the Town Clerk (Appendix 1) setting out the preliminary steps to the identification of need for a neighbourhood plan in accordance with recommended best practice.

It was noted that

- the report did not address issues associated with the detailed development or content/process of formulating a neighbourhood plan which appropriately were associated at later stages in the process;
- there was currently no budget allocation;
- best practice strongly mitigated in favour of a thoroughgoing review of the planning policy framework to identify if/which areas might/might not appropriately be addressed prior to a decision to proceed.

In the ensuing discussion reference was made to a range of issues including:-

- The extent to which a recent presentation to Council did/did not indicate a business bias from a community group seeking support for a neighbourhood plan;
- The importance of public & community involvement in any plan which was stressed;
- Reference to extant/emerging neighbourhood plans in other areas such as Stroud and Buckland Monochorum respectively;
- The geographic area which a neighbourhood plan might appropriately cover (which was subject to varying views, the consensus being to coincide with the Parish Boundaries);
- Respective options for future governance arrangements;
- The statutory nature of the neighbourhood planning process;
- A range of topics which might/might not appropriately be included within a neighbourhood plan;
- The requirement that a neighbourhood plan be in conformity with the local development plan and the National Planning Policy Framework together with the relationship to the Conservation Area Management Plan.

Notwithstanding the process most normally adopted in scoping a neighbourhood plan the consensus amongst those present was that the Council should proceed immediately to serve notice upon the Local Planning Authority of its intention to develop a neighbourhood plan.

RECOMMENDED THAT Tavistock Town Council:-

- i. Designate the Budget and Policy Committee as the lead Committee to support and deliver the Council related requirements of a neighbourhood plan for Tavistock;
- ii. Identify and appoint dedicated members to take the lead for and on behalf of the Council in connection with the activities of the neighbourhood plan group(s);
- iii. Write to the Local Planning Authority indicating the intention of the Town Council to proceed with the development of a neighbourhood plan for the whole of the Parish of Tavistock and seeking consent to same.

Noted That arising from the foregoing and in order to facilitate the engagement of the emerging community neighbourhood plan group it was agreed that a letter be sent to the Chairman of same indicating that the Council was minded to take forward a neighbourhood development plan, premised upon the boundaries outlined above, and inviting its views prior to the next Meeting of Council.

54 PUBLIC SECTOR PAY – CONSULTATION

The Committee considered a consultation on local government pay (Appendix 2) issued by the Devon Association of Local Councils for and on behalf of the National Association of Local Councils and with particular reference to the Local Council sector.

In the ensuing discussion reference was made to a range of issues including, inter-alia, salary levels, terms and conditions of employment, measures of inflation, national minimum wage, national living wage, establishment pay structure, etc.

RECOMMENDED THAT Tavistock Town Council respond in the following terms, namely:-

That the Council recognises the difficulties arising for its staff over the past several years in relation to pay levels and inflation and welcomes the opportunity to see these addressed whilst expressing caution regarding the impact on wage bills of the requested 5% increase which could potentially affect staffing levels/structure.

55 ORGANISATIONAL ESTABLISHMENT AND CAPACITY

The Committee considered the report of the Town Clerk (Appendix 3) in connection with the above and setting out the challenges and difficulties facing the Council in delivering the existing work programme, notwithstanding the potential for the impact of other future initiatives, and associated concerns regarding organisational resilience and capacity.

In the ensuing discussion the matters raised were noted and in view of the nature of same it was:-

RECOMMENDED THAT the matter be brought before the meeting of the Budget and Policy Committee at its Meeting on 19th December, 2017 or before should circumstances necessitate same.

ITEMS FOR INFORMATION ONLY

56 TOWN CAPITAL SCHEMES – PROGRESS REPORT

The General Manager outlined the situation with regard to the letting of the contract for the re-pointing on Duke Street together with upcoming arrangements for the letting of the Pannier Market contract alongside the need to undertake fit-out works to the Butcher’s Hall in order to accommodate the relocation of Pannier Market traders together with associated costings.

In the ensuing discussion the Committee extended its appreciation to the General Manager and Cemetery Administrator for the extent of works undertaken, most particularly with regard to consultation with tenants, in connection with the foregoing projects.

57 VAT AND MARKETS

The Committee noted a report (Appendix 4) prepared by the Cemetery Administrator in connection with the above and agreed to maintain a watching brief of the matter.

58 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 FOR RECOMMENDATION TO COUNCIL

59 MOLLY OWEN CENTRE

(CONFIDENTIAL by virtue of relating to information of a commercially sensitive nature)

The Committee considered the report of the Town Clerk (Appendix 5) in connection with the above arising from which it was:

RECOMMENDED THAT the Council proceed with the acquisition on the basis of the decision previously made (Minute No 203(a) refers).

CONFIDENTIAL ITEMS FOR INFORMATION ONLY

60 CAPITAL SCHEMES-PROGRESS REPORT

(CONFIDENTIAL by virtue of relating to information of a commercially sensitive nature)

The Committee noted and endorsed the following:-

a. Cemetery Soakaway

The General Manager provided an outline of works undertaken by prospective contractors by way of developing an acceptable scheme for the provision of a cemetery soakaway. The preferred option which provided the highest level of soakaway capacity, was consistent with the high heritage value of the location and was best priced, fell within budget and would therefore be accepted. Progression with this long standing scheme as outlined was welcomed.

b. Pannier Market Consultation

The outcome of consultation with Pannier Market traders with particular reference to lock up's and leaseholders was noted

c. Duke Street Shops

The arrangements in connection with the application of service charges were noted

d. Corn Market

An update report would be procured.

The Meeting closed at 9:05pm.

Signed.....

Dated.....

CHAIRMAN