

## **AGENDA ITEM 9b(ii)**

### **NOTES OF THE MEETING of the TOWN HALL & MARKETS CONSULTATIVE GROUP held on TUESDAY 12<sup>TH</sup> DECEMBER 2023 at 5.00pm.**

#### **PRESENT**

Representing Tavistock Town Council

Councillors P Squire (**Chairman**), S Hipsey, T Munro, N Martin

Representing Market Traders' – Mr R Jones (**Vice Chairman**)

Representing shops in the Pannier Market surround – None present

Representing Users of the Town Hall & Butchers' Hall – None present

Representing BID – None Present

Representing the Chamber of Commerce – None Present

Officers – General Manager (GM), Market Reeve & Designated Premises

Supervisor (MRDPS), Town Hall & Events Manager (TH&EM)

#### **1. Apologies**

Apologies were received from Mrs S King, Mrs B Ball and Ms J Sanders.

#### **2. CONFIRMATION OF NOTES**

- a) The Notes of the Meeting of the Town Hall & Markets Consultative Group held on 20<sup>th</sup> September 2023 were confirmed.
- b) There were no matters arising.

#### **3. Matters raised by Pannier Market, Market Perimeter, and Town Hall & Butchers' Hall Representatives;**

- A Pannier Market representative raised the ongoing issue of dog urination in the Market. The Market Reeve announced a plan for door signage that is due to go up in January 2024 aimed at controlling dog urination with a discreet approach, as the Market Reeve does not want to deter dog owners from visiting the Market. The Pannier Market representative suggested extra signage in areas of the Market which are more prone to dog fouling, such as in the vicinity of the pet stall.
- The Market Reeve added that a review of available products to neutralise odours would be undertaken to ensure that TTC staff are using the most effective cleaning products when dealing with dog mess.

#### **4. Any Matters Raised by BID Representatives;**

- Cllr S Hipsey spoke on behalf of J Sanders. S Hipsey discussed the on-street parking meters consultation. It was explained that the BID and

Town Council are trying to stop the charges coming in but there is only a limited time available to respond to the consultation (7<sup>th</sup> January 2024). It was explained that leaflets were being printed to be distributed around the town centre and surrounding areas and that an on-line survey had been set up on by Tavistock BID. The Pannier Market representative suggested speaking to Devon Live about the issue to spread awareness. It was explained that when the parking was observed recently that around 32% of vehicles left after an hour, 65% left after 30 minutes. Concerns were also expressed regarding World Heritage status and conservation area impacts with respect of the DCC parking meter proposal.

## **5. Any Matters Raised by Chamber of Commerce;**

No matters raised.

## **6. Updates -** The consultative group received the following verbal updates;

### **a.) Pannier Market and Bedford Square;**

- The Market Reeve stated there has only been one quiet day so far in the Christmas period, a Monday. Market Reeve explained that Mondays can be hard to fill with traders especially after following a Miss Ivy event on the previous Sunday, and whether considerations should be given to not opening on the first Monday in December.
- The Market Reeve announced there has been a change to the lockups, Evanswood had left and the Young Grower had taken their place.
- It was noted that a few 5-day traders had handed in their notice due to personal reasons, but that there were traders ready to replace the specific 5-day traders, with these spaces operating at 100% capacity.
- It was noted that the Market Reeve and General Manager would be attending the NABMA Conference in Birmingham at the end of January. Cllr S Hipsey suggested using the Conference as an opportunity to research other markets regulations on dogs.
- The Market Reeve expressed a keen interest to enter the Great British Market Awards in 2024 and the Pannier Market representative stated that traders would be on board with it.
- The Market Reeve has organised a Christmas Fair on the 17<sup>th</sup> of December, expecting good footfall with a wide variety of stalls for children along with the incentive of free sweets.
- It was explained that the coaches coming in to Tavistock had reduced in 2023, aligned with a change in the coach industry generally. The Market Reeve agreed to look at how best to deliver the Coach Drivers' Initiative in 2024.
- It was noted that Bedford Square trading has been steady and consistent throughout 2023 and that Miss Ivy has booked in for several events in 2024 on Bedford Square.

## **b.) Town Hall and Butchers' Hall;**

- It was explained that the last few months have been very busy with a wide variety of events occurring including weddings, a Teddy Bear Fair and a jazz evening. There has been a lot of positive feedback from hirers – more so now that three quarters of the scaffolding has been taken down.
- Bookings for 2024 are looking good, with more advertising being discussed for the venues.
- It was explained that Butchers' Hall Christmas Markets were commencing on the 14<sup>th</sup> of December for 10 days and that Butchers' Hall had experienced a high footfall on Dickensian Evening.
- It was noted that the November markets were quieter than previous years.
- Attendees were told that the dates for 2024 in-house markets had been sent out to all traders and that there has been a lot of interest from current traders. It was noted that some traders towards the back of Butchers' Hall were struggling with WIFI but that the issue had now been fixed.

## **c.) Capital update for works impacting on the market complex;**

- The General Manager explained that the 'Stop the Meters' campaign could be accessed through the BID website where there was a poll available to have your say on. It was explained that if the parking meters were introduced in Tavistock, that the Council would have to consider the best options for the local community relating to Market Rd.
- It was explained that the Guildhall Gateway Centre was previously closed from January – March in 2023 but that in 2024 it would not be closing for a prolonged length of time and that it would be open all year except from the dates of 23<sup>rd</sup> of December – 8<sup>th</sup> of January 2024 where it would be closed for refurbishment/deep clean. It was explained that there were plans in place to work closely with the Devon and Cornwall Museum of Policing and that meetings had been arranged with other heritage providers to develop strategies that utilised the Guildhall to its full potential.
- It was explained that there is an ongoing issue with anti-social behaviour surrounding the Guildhall and Town Hall area. Concerns were raised over lone working and it was explained what safe guarding measures were being implemented and attendees were asked, if witnessing any anti-social behaviour, to report it to the police and management team.
- It was noted that after the resurfacing and line marking that Market Road was now operating as it should do with regards to traffic flow.

- It was explained that the works on the Museum would be finished by the end of the week (17/12/2023) and that the Museum was structurally/ascetically in a position to re-open.
- The Consultative Group was advised that work taking place on the Town Hall was due to be finished by the 22<sup>nd</sup> of December 2023, with minor snagging works to be undertaken in January 2024.

## **7. Operational Matters;**

### **a.) Waste Management;**

- The General Manager advised members that the recycling area was still due for redesign/refurbishment, but that no date had yet been set for the works to begin.

### **b.) Rules & Regulations;**

- The Market Reeve explained that the Pannier Market Rules and Regulations were being reviewed with particular focus on opening times, annual leave, sickness policy and cancellation periods.

### **c.) Fees & Charges;**

- The General Manager announced that fees had been agreed by the Full Council for 2024 and that there would be a trader consultation planned for mid-2024.

## **8.) Events;**

### **a.) Goose Fair Feedback;**

- The General Manager said that Goose Fair was reasonably positive, there was a couple of aggressive traders but generally the day went smoothly and that the 9pm finish for Goose Fair worked really well with plans to do the same going forward.
- It was explained that a January meeting had been scheduled with WDBC to discuss the clean-up contract.

### **b.) Dickensian Evening Feedback;**

- Cllr S Hipsey and the Pannier Market representative had a lot of positive feedback for Dickensian Evening, they praised the effort put in by everyone who helped to organise the evening, with particular reference to the BID Manager and Council work team.
- The General Manager expressed concerns over health and safety elements that will need re-evaluated for 2024.
- It was explained that there was an issue with several peddlers using fake licenses that needed to be monitored for future years.

- It was noted that with the entertainment finishing at 8.30pm, it assisted in clearing the streets at a reasonable time.

### **c.) Tavistock Country Garden Show Plans;**

- The Market Reeve explained that letters of interest had been sent out for 2024, with the show is due to be held on the 26<sup>th</sup> and 27<sup>th</sup> of May Bank Holiday.
- There has been a positive response to it being changed to a Country Show. Attendees were advised that there would be an in-depth update at the March 2024 meeting.

### **9.) Urgent Business by Chairman**

- The General Manager suggested that if anybody cannot attend the quarterly meeting, they should email a report to be read out at the meeting.

### **10.) Date of next meeting**

The next meeting is to be held on Tuesday the 5<sup>th</sup> March 2024 at 5.00pm.

Meeting closed at 6.07pm