

## **AGENDA ITEM 10b**

### **NOTES OF THE MEETING of the TOWN HALL & MARKETS CONSULTATIVE GROUP held on TUESDAY 5<sup>th</sup> MARCH 2024 at 5.00pm.**

#### **PRESENT**

Representing Tavistock Town Council

Councillors P Squire (**Chairman**), T Munro, N Martin, A Hutton

Representing Market Traders' – Mr R Jones (**Vice Chairman**) and Mrs S King

Representing shops in the Pannier Market surround – Mr D Fisher

Representing users of the Town Hall & Butchers' Hall – Mrs B Ball

Representing BID – Mrs J Sanders

Representing the Chamber of Commerce – Mr T Randall

Officers – General Manager (GM), Market Reeve & Designated Premises Supervisor (MRDPS), Town Hall & Events Manager (TH& EM)

#### **1. Apologies**

No apologies were received.

#### **2. Confirmation of Notes**

- a) The notes of the Meeting of the Town Hall & Markets Consultative Group held on 12<sup>th</sup> December 2023 were confirmed.
- b) There were no matters arising.

#### **3. Appointment of a Representative**

- A proposal was received, and seconded for Mr D. Fisher to become the representative of the shops in the Pannier Market Surround. The attendees welcomed the appointment.

#### **4. Any matters raised by Representatives of Pannier Market, Perimeter Shops, Town Hall and Butchers Hall**

- A Pannier Market Representative requested information about compensation packages for roadworks effecting the town, with the BID Manager stating she would circulate the information.
- The Chair asked about setting a date for the trader consultation meeting, planned for June 24. The GM agreed to schedule a meeting next week with the Market Reeve and Trader Representatives to discuss the agenda and format.
- The Perimeter Shops Representative raised concerns specific to traders smoking around the Pannier Market Perimeter, suggesting. Discussions were held specific to designated smoking areas and banning smoking around the perimeter, but after significant debate it was agreed to incorporate something in the Pannier Market Rules and Regulations, along the grounds of showing courtesy and consideration, e.g. not outside shop front entrances. The matter of vaping internally was also discussed and it

was agreed that further investigation would be undertaken pertaining to legislation/guidance.

## **5. Any Matters Raised by Tavistock BID Company**

- The Bid Manager was pleased to announce that the DCC proposal of installing parking meters in the town was unlikely to move forward following consultation process and that the protest that was scheduled to take place on Saturday 9<sup>th</sup> of March on Bedford Square would no longer be happening. The BID Manager was congratulated for the efforts made pertaining to this campaign.
- It was explained that the BID Town Guide was currently being printed with 32,500 copies available for circulation.
- Specific to events it was confirmed that the Pannier Market would be open on the Sunday 21<sup>st</sup> of April for EAT Festival and for the cream tea festival planned for 30<sup>th</sup> June, with consideration being given on how to draw attendees into the market complex.
- It was explained that Visit Tavistock was starting a blog, with traders being invited to contribute.

## **6. Any Matters Raised by Chamber of Commerce**

- No matters were raised apart from thanking everyone for the efforts made with regards to the DCC parking meters campaign.

## **7. Updates**

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

- The Market Reeve explained that 5-day trader occupancy levels had returned to 100% with the Toy Cupboard returning to the market.
- The issue around dog urination was discussed, with signage now in place and odour repellents ordered.
- It was explained that the General Manager and Market Reeve had attended a NABMA conference in February and following this were looking at implementing 'teenage markets' and entering the Pannier Market into the 'Best Markets' awards.
- It was explained that new marquees are being sourced for Bedford Square to replace some older marquees which have become worn and difficult to put up. A new company has been found offering a different style of marquee which may be more suitable for daily use.
- The West Devon Crafters would be hosting a craft fair on Bedford Square on 15<sup>th</sup> June, as well as hiring a portion of the GH Car Park.
- Attendees were advised that it had been agreed to site a dementia bus on Bedford Square on 16<sup>th</sup> May to offer a virtual experience giving visitors an insight into living with dementia and that the Robing Room would be hired as a drop-in centre.

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

- It was explained that the Town Hall had been illuminated in red, for awareness for Kawasaki Disease.
- The TH&EM provided an update on the external and internal improvements to the Town Hall and explained that the Mayor's Parlour was now re-opened.

- It was explained that a new weekly hirer on Wednesdays evenings had been secured.
- Attendees noted that Butchers Hall was hosting its first book fair on the 9th March, offering readings from authors and a range of book related stalls. It was stated that the first two Arts Markets of 2024 had gone well with positive feedback from traders. Correspondence would be sent out to traders, suggesting doing an extra date on the 21<sup>st</sup> April to coincide with the EAT festival.
- It was explained that feather flags have been ordered to replace the old BH flags.
- A Butchers Hall user suggested putting up a sign on the back of BH (Market Rd side) to bring more customers through that entrance.
- The Market Reeve suggested a banner promoting the perimeter shops could be displayed on the TTC barrows.

**c) Capital update for works impacting the Market Complex;**

- The General Manager advised that scaffolding on the front elevation of the museum would be removed shortly and that the museum had scheduled their official opening for 30<sup>th</sup> March 24, hopefully opening Tuesdays to Saturdays, aligned with the Guildhall Heritage Centre.
- It was explained that the Guildhall would be hosting a Heritage Fair on 16<sup>th</sup> March, where the public could come and see what the heritage community were delivering, as well as the discovery team putting on family activities.

**8) Operational Matters**

**a) Waste Management**

- Standing item on agenda: it was explained that renovation work to the existing recycling area were planned to be carried out Jan-March 25.

**b) Rules & Regulations**

- The Market Reeve advised that he had drafted a revised copy of the Rules & Regulations along with a new policy document for Bedford Square and that these were awaiting review and approval.

**c) Fees & Charges**

- Following on from a question earlier the General Manager confirmed that the wider trader consultation meeting would be held on 18<sup>th</sup> June with hirers of venues and perimeter shops also able to attend. This meant that the next consultative group meeting would be rescheduled to 26<sup>th</sup> June and would be held in the Guildhall Robing Room.

**9) Events**

**a) Easter 2024 Plans**

- It was explained that the Pannier Market would be hosting a two-day Easter trail and an Easter bonnet competition on the 29<sup>th</sup> and 30<sup>th</sup> of March.

**b) 2024 Country Garden Festival Plans**

- The Market Reeve said preparations for the Country Garden Festival were going well and that stall take-up was positive, with a nice variety of

stalls, as well as the event including live music, catering options and a bird of prey show.

**10) Urgent Business from Chairman**

- The GM discussed adding the Guildhall Complex to the agenda for future meetings.

**11) Date of next meeting**

- The next meeting is to be held on Wednesday 26<sup>th</sup> June 2024 at 5.00pm.
- Meeting closed at 6.30pm.