

AGENDA ITEM 10b

NOTES OF THE ZOOM MEETING of the TOWN HALL & MARKETS CONSULTATIVE GROUP held on WEDNESDAY the 25TH NOVEMBER 2020 at 5.00pm.

PRESENT

Representing Tavistock Town Council

Councillor Mrs A Johnson (Mayor ex officio)

Councillors P Squire, B Smith, Mrs G Parker

Representing Market Traders' – R Jones

Representatives of COVID-19 - Mr K Bruce, Mrs D King, Mr B Vella, Ms K Milton, Mrs C Saul

Representing shops in the Pannier Market surround – Christine Rickard

Representing Users of the Town Hall – none present

Representing BID – Janna Sanders

Representing the Chamber of Commerce – none present

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

1. APOLOGIES

Apologies for absence had been received from Chris Palmer

2. CONFIRMATION OF NOTES

a) The Notes of the Meeting of the Town Hall & Markets Consultative Group held on Tuesday 29th September, 2020 were received (Appendix 1).

b) There were no matters arising.

3. REPORTS - the Consultative Group received the following written reports;

i. Town Hall & Event Management/Works

Matters discussed included:

- The Town Hall and Events Manager reported that, Butchers' Hall would re-open from Wednesday 02nd December, starting with Cards 4 Good Causes on Wednesday, Thursday and Friday.
- It was then explained that the event list for Butchers' Hall had not changed for December and was still to include, all the Christmas Markets and late night opening on Friday December 04th until 7pm (event listed enclosed on report.
- It was reported that the Town Hall lift had reached its completion and had been signed off.

ii. Pannier Market

Matters discussed included:

- The Market Reeve updated members on opening times as they currently stand for December and confirmed dates that had been previously agreed, such as the addition of Wednesday opening and all Sunday's in December, and that nothing had changed since the latest period of lockdown.
- Members were informed that perimeter shops would be updated by memo of all opening days in December that are agreed at this meeting.
- It was reported that the Farmers Market had still operated during lockdown, but were situated for two bookings in Butchers' Hall due to staffing capacity. Their dates for December would be back on Bedford Square and were, 12th & 19th December with an additional market on Wednesday 23rd yet to be confirmed.

iii. General Manager

Matters discussed included:

- The General Manager informed members that the Guildhall car park Public Realm works would be completed mid-December, with the Guildhall Gateway Centre completion being around June time.
- It was reported that there had been a recent meeting with the previous contractors of Butchers Hall to rectify ongoing issues with water leaks, and that a solution had been agreed and there is to be a planned programme of works, this would be completed by the end of April 2021

4. CORONAVIRUS

- The General Manager reported that, the current Covid-19 measures that are in place for the Pannier Market and Butchers' Hall would remain as they are with all social distancing measures retained.
- In regards to the footfall over the December opening period, it was reported that, we would need to have measures in place to react to any large numbers where social distancing measures may be compromised, this would need to be implemented promptly if required and monitored on an ongoing basis.

5. PANNIER MARKET AND BUTCHERS' HALL OPENING

- It was reported that the Pannier Market would be open every day up until and including Christmas Eve, this meant that the only additional days to those previously agreed would be the extra Mondays.
- The BID Manager confirmed that the Town centre would be opening late until 7pm on a Thursday, Friday & Saturday, with free parking from 4pm-7pm. Traders voiced that they were not in favour of the late nights as they had not worked in the past, it was agreed that the first week of late night opening would be reviewed and no immediate decision would be made. The Town Hall & Events Manager further explained the strain it would have on staff resources.
- The General Manager reported that the Pannier Market would operate its traditional Tuesday-Saturday from January to March, with consideration being given to winter concessions being extended into March. It was agreed to bring forward the next meeting to January 20th so this could be reviewed.

6. TOWN HALL ARRANGEMENTS/BEDFORD SQUARE AND EVENTS

- It was explained that the Town Hall would not be able to open with the staffing as it stands, this would be discussed by Council early in the new year. The Town Clerk added that realistically it would not open in April at the earliest but that the Town Hall would most likely remain closed into the next financial year.
- The General Manager explained the targets for Bedford Square from April onwards, to which traders voiced a few concerns over duplication of goods on offer, it was agreed for a trader working group to work with the Market Reeve to assist in the logistics of any such issue.

7. ANY MATTERS RAISED BY REPRESENTATIVES OF THE PANNIER MARKET TRADERS, COVID-19 REPRESENTATIVES/PANNIER MARKET PERIMETER SHOPS, AND / OR TOWN HALL USERS

- A question from Market trader reps was asked regarding Pannier Market heating, it was explained that there would be periodic usage across the Markets to ensure dampness and cold does not become an issue.

8. ANY MATTERS RAISED BY REPRESENTATIVES OF THE TAVISTOCK BID

- Tavistock BID Manager thanked TTC for their help with the Christmas lights, and also for the help with the Click & Collect which was operated from Butchers' Hall, it was reported that this had been well received.

- It was reported that there were no plans to change the current layout for the Town Centre in regards to Covid measures, but there would be some additional signage added.
- It was discussed how it would be advantageous to have better communication with the BID and market traders, from an operational perspective it was commented that this would need to be a two-way communication.

9.ANY MATTERS RAISED BY REPRESENTATIVES OF THE CHAMBER OF COMMERCE

No one was in attendance.

10.URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN

It was decided that the next meeting would be brought forward to Wednesday 20th January 2021 at 5:30pm

11. DATE OF NEXT MEETING

Wednesday 20th January 2021 5:30pm

The Meeting closed at 6.34pm.

Signed.....

Chairman

Dated.....