

AGENDA ITEM 13f

NOTES OF THE VIRTUAL **MEETING** of the **TOWN HALL & MARKETS CONSULTATIVE GROUP** held on **TUESDAY** the **15th June 2021** at **5.00pm**.

PRESENT

Representing Tavistock Town Council

Councillor A Hutton (Mayor ex officio)

Councillors P Squire, B Smith, Mrs G Parker, Mrs U Mann and P Ward

Representing Market Traders – Mr R Jones

Representatives of COVID-19 - Mr B Vella, Mrs D King,

Representing shops in the Pannier Market surround – None Present

Representing Users of the Town Hall – None Present

Representing BID – Ms J 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. ELECTION OF CHAIRMAN

Nominations were invited for the election of Chairman of the Town Hall & Markets Consultative Group for the 2021-22 Civic Year.

Mrs D King nominated Mr P Squire for Chairman.

Mr P Squire was duly elected to Chairman for the 2021-22 Civic Year.

2. ELECTION OF VICE CHAIRMAN

Mrs D King was nominated and duly elected to Vice Chairman for the 2021-22 Civic Year.

After note: following the Meeting the Chairman received the resignation of the Vice Chairman, an election of Vice Chairman will take place at the next scheduled Meeting.

3. APOLOGIES

Apologies had been received from Mrs C Rickard (rep Pannier Market surround shops).

4. CONFIRMATION OF NOTES

a) The Notes of the Meeting of the Town Hall & Markets Consultative Group held on Tuesday 23rd March 2021 were received.

b) There were no matters arising.

5. PANNIER MARKET/BUTCHERS' HALL FOLLOWING ROADMAP ANNOUNCEMENT

a) Update following on from 23rd March 2021 Meeting.

The MRDPS;

- gave an update on how the Pannier Market and Bedford Square had been operating since the previous Consultative Group Meeting, noting that the first few weeks of reopening had been quiet for footfall but that this was now appeared to be improving.
- advised that the large number of roadworks in Tavistock had potentially caused an overall reduction to the number of visitors to the town during this period but that these were near completion.
- noted that the market had begun to see coaches and that the coach driver incentive scheme was continuing to draw coach parties to the town as part of their routes.
- informed members that the Pannier Market would be going ahead with Monday openings through the school summer holiday period, as it usually does. He discussed how this would provide opportunities to some newer traders for extra trading through a potentially busy summer for tourism in the South West.
- also noted that there was to be no immediate changes made to the layout of the Pannier Market, or to the current opening hours of 9am – 4pm.

b) Partnership Working

The TH&EM;

- gave an update on partnership working and discussed how TTC was working with BID and WDBC to apply for various grants and funding which may be available to be used to support the town centre during the reopening and through the period where there is a reduction of the COVID restrictions.
- noted that there had been proposals submitted to the Welcome Back fund, but that there had not as of yet been a response given to these proposals.
- provided an update on how TTC had worked with BID on various measures to support the high street reopening such as pavement widening, barriers and the implementation of planters as aides for queuing in high pedestrian traffic areas.

c) Advertising & Promotion Strategy

- The MRDPS/TH&EM gave an update on the advertising strategy, informing members that the current focus was on a strong visual advertising presence in the market complex, using banners, posters, and flyers.
- The MRDPS informed members that the coach driver initiative was still in place and that there had been a focus on welcoming coach drivers and having positive conversations with them about visiting Tavistock in the summer. The MRDPS advised that Princetown does not currently seem to be accepting coaches, which it did previously as part of the "Dartmoor route".

- The MRDPS emphasised that it was important to time advertising expenditure carefully this year, in order to achieve maximum impact whilst staying within a set budget.

6. TOWN HALL ARRANGEMENTS/BEDFORD SQUARE & EVENTS

- The MRDPS gave an update on Bedford Square, noting that weekdays had been slow but are improving, but that overall it is moving in a positive direction. THE MRDPS also noted that TTC was still successfully delivering the Farmers Market marquee set up 2/3 times per month which is now being charged for.
- The TH&EM advised that Butchers Hall was receiving a lot of bookings for 2021 and that all Saturdays were now booked up for the year for the venue.
- The TH&EM gave an updates on the ongoing works to the roof of Butchers' Hall.
- The TH&EM noted that Butchers' Hall has been booked for its first wedding, to take place in March 2022.
- An update was given to members by the TH&EM on the launch of the Otter Trail which has been worked on in partnership with BID and has proven to be a popular attraction to the town.
- The TH&EM advised that all hanging baskets were up in the town centre and Pannier Market perimeter, and that TTC would be hanging bunting in the high street with the Lions and around the Pannier Market Perimeter as well for the summer period.
- The TH&EM explained that the Town Hall would reopen as planned at the beginning of August and that new bookings were being taken at an increasing rate as restrictions have been lowered for COVID.
- The TH&EM informed members that some areas of the Town Hall were currently undergoing redecoration works to improve some areas which had suffered some damage due to roof leaks through the winter.
- The TH&EM advised that Goose Fair preparations were going ahead in 2021 and that the first meeting with key stakeholders had recently been held, but that the event could be cancelled due to challenges specific to the pandemic. The TH&EM advised that the application process has been changed this year and that the Rules & Regulations had been tightened.
- The TH&EM explained that a final decision on if Goose Fair goes ahead would likely be made in August 2021.

7. CAPITAL UPDATE

The GM;

- gave an update on the works being undertaken to finish the Guildhall Car Park, advising members that it would likely open on Friday 25th June 2021.

- gave an update on the ongoing works to the Guildhall Gateway Centre explaining that practical completion was anticipated for July/August 21 for the main build.
- advised that the Butchers' Hall paint specification had been reviewed and a new products sourced, with the redecoration works being undertaken over the next month, prior to installation of the glass screens on the clearstory windows.
- gave an update to the works on the Town Hall roof to prevent further leaks. He advised that the secret gutters were very difficult to access to clear, but that areas of the roof were potentially going to be redesigned in order to eliminate the water leak issues.
- gave an update to members on the plans for the Public Toilets located within the Guildhall Car Park area.

8. ANY MATTERS RAISED BY REPRESENTATIVES

There were no matters raised.

9. ANY MATTERS RAISED BY REPRESENTATIVE OF THE TAVISTOCK BID

- The BID representative advised that the results of BIDs re-election would be received by 19th July.
- Members were informed that 'Fiverfest' was currently underway which sees businesses offer £5 deals to bring people into the town.
- It was advised that there were going to be discussions around potentially adding seating to the churchyard in the Town Centre for the use of visitors.
- The BID representative gave an update on the upcoming judging of the town as part of Britain in Bloom and the preparations which had been made.
- An update was provided on the marketing that was being put in place around "staycations" in order to draw more tourism to Tavistock this year.

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

No members present from the Chamber of Commerce

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

No urgent business was brought forward by the Chairman

12. DATE OF NEXT MEETING

Tuesday September 21st 2021 at 5.00pm.

The Meeting closed at 6.00pm

Signed.....Dated.....
Chairman