

AGENDA ITEM No. 3a

MINUTES of the Meeting of the **TAVISTOCK TOWN COUNCIL** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY 17th OCTOBER, 2017** at **6.58pm**

PRESENT Councillor P Sanders (Mayor)

Councillors Mrs M Ewings, A Hutton, Mrs A Johnson, A Lewis, J Moody, P Palfrey, E Sanders, J Sheldon, H Smith, A Venning, Mrs J Whitcomb and P Williamson.

IN ATTENDANCE Town Clerk, Financial Administrator, Town Hall Manager, Market Reeve.

Note – Prior to the Meeting there was an opportunity for quiet reflection led by Reverend Robert Weston of the Tavistock United Reformed Church. Updates were also received from the Police and County Councillor Mrs D Sellis.

167. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Mrs L Roberts, P Squire and P Ward (Deputy Mayor).

168. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

169. CONFIRMATION OF MINUTES

RESOLVED THAT the Minutes of the Meeting of the Tavistock Town Council held on Tuesday 12th September, 2017 be confirmed as a correct record and signed by the Chairman (Appendix 1).

ITEMS REQUIRING A DECISION

170. GENERAL FINANCE

The Council considered the following:-

a. Schedule of Payments

The Council received and considered, copies of the monthly accounts as at 31st August, 2017 (Appendix 2).

b. Budget Monitoring Report

The Council received and considered a copy of the Budget Monitoring at Report as at 31st August, 2017 (Appendix 3).

c. Annual Return 2016-2017: External Audit

The Council received and noted the report of the External Auditor to the Council in connection with the 2016-2017 Annual Return (Appendix 4) (See also Minute No 172 below).

171. ELECTORAL AND RELATED MATTERS

a. Councillor Vacancy

The Council noted the resignation Councillor T Gibbins from Tavistock Town Council (North Ward) (Minute No. 153 further refers).

b. Plans Committee Membership

The Council reviewed membership of the Plans Committee arising from which it was proposed and duly seconded that Councillor A Hutton be added to the membership of same.

RESOLVED THAT Councillor A Hutton be added to the membership of the Tavistock Town Council Plans Committee.

c. Licensing and Related Matters

The Council considered how/where best consultation responses in respect of licensing and related (such as highway order consultations) matters might sit within the organisational structure arising from which it was:

RESOLVED THAT

- i. The consideration of consultations in connection with Licencing and related matters form part of the remit delegated to the Plans Committee;
- ii. In the interests of clarity, and with due regard to (b) (i) above, it was further

RESOLVED THAT the Plans Committee of Tavistock Town Council be re-designated the Tavistock Town Council Development Management and Licensing Committee.

Noted That arising from consideration of the above Officers undertook to seek to source licensing training for members of the Council from the Licensing Authority-West Devon Borough Council at the earliest opportunity.

172. BUDGET & POLICY COMMITTEE

The Council considered the Minutes of the Meeting of the Budget & Policy Committee held on 3rd October, 2017 (Minute Nos. 146-154 refer (Appendix 5)).

RESOLVED THAT subject to the deferral of Minute Nos. 155-157 in view of the confidential nature of the business to be transacted, the recommendations included in the foregoing report of the Committee be approved, and the Minutes be received.

Noted That arising from consideration of Minute No. 149(b) it was clarified that no one organisation might in future receive a grant from the Council for more than 3 consecutive years.

173. PLANS COMMITTEE

The Council considered the following:-

- a. Plans Committee - 22nd August, 2017** (Appendix 6)
The Minutes of the Meeting of the Plans Committee held on 22nd August, 2017 (Minute Nos. 93-101 inclusive).
- b. Plans Committee – 19th September, 2017** (Appendix 7)
The Minutes of the Meeting of the Plans Committee held on 19th September, 2017 (Minute Nos. 137-145 inclusive).
- c. Plans Committee – 9th October, 2017** (Appendix 8)
The Minutes of the Meeting of the Plans Committee held on 9th October 2017 (Minute Nos. 158-166 inclusive).

Noted That

- It was requested that, in future, all Plans Committee Minutes be circulated with Council agenda papers;
- Reference was made to an application by Fusion Lifestyle with clarification that support for the planning application (in a capacity as consultee) was to be distinguished from the role of Council as landlord.

174. NOTICE OF MOTION

The Council considered the following Notice of Motion in accordance of provisions of Standing Order No. 9(b), namely:-

'We the undersigned would like Minute Number 115 from Budget and Policy Meeting Tuesday 29th August 2017, endorsed at Full Council on Tuesday 12th September, 2017, to be placed on the Agenda for Full Council on Tuesday 17th October 2017. In accordance with Standing Order 7a and 9b. We feel that Tavistock Town Council should be responding to the One Council for West Devon and South Hams Consultation as a council not as individual members. Other towns and parishes have responded as a full council, giving their views on the impact this move could have on

their area. We feel that Tavistock is the largest town in West Devon and should be responding as a collective council.'

Signed by Councillors Mrs M Ewings, P Williamson, P Ward, H Smith, J Moody.

In the discussion arising reference was made variously to the level of responses to the consultation, associated background and the case both for and against same, pursuant to which it was:-

RESOLVED THAT Tavistock Town Council object to the proposed merger of the West Devon Borough and South Hams District Councils, taking the view that it would lead to a democratic deficit accompanied by uncertainty regarding projected savings/costs.

Noted That

- Councillors P Sanders and J Sheldon declared a personal non prejudicial interest in connection of the above matter by virtue of membership of the Borough Council.
- A Member reported that, if supported locally, the union would further require the support of affected Members of Parliament.

ITEMS CIRCULATED FOR INFORMATION ONLY

175. SERVICE REPORTS

The Council received and noted reports of the General Manager, Works Department, Town Hall and Pannier Market (Appendices 9-12 refer)

Noted That arising from consideration of above the Council was advised:-

- i) There would be opportunity to decide how best to proceed in relation to capital works on the Rundle Room prior to any contract being let;
- ii) An update on Park & Ride costings for the Goose Fair would be provided in the normal way, updates regarding the operation of the Park & Rides during wet weather conditions would be included in a report of the General Manager;
- iii) The Works Manager was shortly to leave the service of the Council, Members present extended appreciation for past service and best wishes for the future.

176. FINANCE AND OTHER MATTERS

The Council received and noted the following:-

- a) Townscape Heritage Initiative Project Management Board**
– Minutes of the Meeting held on 12th September, 2017
(Appendix 13);
- b) Tavistock Heritage Advisory Forum** - Minutes of the Meeting
held on 21st September, 2017 (Appendix 14);
- c) Report of the Assistant to the Town Clerk** (Appendix 15)
- d) Tavistock Chamber of Commerce** – Minutes of the Meeting
held on 7th August, 2017 (Appendix 16);
- e) Tavistock BID Company Ltd** – Minutes of the Meeting held on
20th September, 2017 (Appendix 17);
- f) Updates** - The following updates from Council representatives
serving on other outside bodies in connection with the work or
the Council, were received:-
 - i. Kingdon House Open Day – Notice was given of an Open
Day Workshop to be held on the next Saturday;
 - ii. Destination Okehampton – A meeting had taken place with
Devon County Councillors to discuss the project;
 - iii. An update was received in connection with the Sensory
Garden and anticipated establishment of an incorporated
organisation to manage same.

177. COMMUNICATIONS OR REPORTS OF THE TOWN MAYOR

Council was advised of the outcome of the recent Royal Horticultural Society judging for Britain in Bloom and the Mayor commended the various recipients accordingly.

Reference was further made to the anticipated re-visit of the “Man Engine” to Tavistock and associated arrangements arising from which the Clerk undertook to write to West Devon Borough Council (as host organisation) requesting clarification on arrangements for accommodating the visit and such contingencies as might have been put in place to avoid car parking problems.

178. 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 REQUIRING A DECISION

179. BUDGET & POLICY COMMITTEE CONT'D

(**CONFIDENTIAL** by virtue of relating to legal and/or commercial matters, staffing and/or the financial business affairs of a person or persons other than the Council)

The Minutes of the Meeting of the Budget & Policy Committee held on 3rd October, 2017 (Minute Nos. 155-157 refer).

RESOLVED THAT the recommendations included in the foregoing report to the Committee be approved and the Minutes be received.

Noted That pursuant to the provisions of Minute No. 155, and with due regard to the emerging Guildhall Project, reference was made to synergies which might be achieved between same. More particularly the extent to which the Guildhall Gateway Centre proposal could be materially enhanced if more space could be made available within the premises to Tavistock Heritage Trust (THT). Such could alleviate the need for use of Courtgate and enable the Trust to provide a retail facility on site, reduce the number of volunteers required and obviate the cost of building an extension to the rear with associated implications for the aesthetic "fit" of new with old.

In the circumstances there was consensus that consideration be given to the relocation of Council services from Drake Road to the Molly Owen Centre over time and the making available of the additional space on the ground floor in the Guildhall to Tavistock Heritage Trust in order to support the application to Heritage Lottery Fund.

Noted That further updates were received in respect of the other matters listed.

CONFIDENTIAL ITEMS CIRCULATED

FOR INFORMATION ONLY

180. PROPERTY AND FINANCE MATTERS

(**CONFIDENTIAL** by virtue of relating to legal and/or commercial matters, staffing and/or the financial business affairs of a person or persons other than the Council)

i) Debtors

The Council considered and noted a list of all those with debts to the Council dating from earlier than the last quarter day and received updates, where appropriate, in respect of same (Appendix 18)

ii) **Town Hall Bar Stock Audit**

The Bar Stock Audit was noted (Appendix 19)

iii) **Updates**

The Council received oral updates in connection with outstanding legal matters not otherwise listed.

The Press and Public were re-admitted to the Meeting

181. COUNCIL SEAL

RESOLVED THAT the Council Seal be fixed to the various deeds and documents to be made or entered into for the carrying into effect of those decisions or matters approved by the Council this day.

The Meeting closed at 9.23pm.

Chairman

Date.....