

## **AGENDA ITEM NO. 3a**

**MINUTES** of the Meeting of the **TAVISTOCK TOWN COUNCIL** held on **TUESDAY 26<sup>th</sup> July, 2022 at 5.30pm** at **THE COUNCIL CHAMBER, TOWN COUNCIL OFFICES, DRAKE ROAD, TAVISTOCK**

**PRESENT**            Councillor P Ward            (Mayor)  
                         Councillor J Ellis            (Deputy Mayor)

Councillors Ms L Crawford, A Fey, A Hutton, Mrs A Johnson, A Lewis, Mrs U Mann, B Smith, H Smith, P Squire, A Venning, P Williamson.

**IN ATTENDANCE** Town Clerk, General Manager.

Prior to the commencement of the Meeting there were a few moments of Quiet Reflection led by the Reverend Dr Steven Emery-Wright of Tavistock Methodist Church, together with an opportunity to ask questions of the County Councillor.

It being the last attendance of Reverend Dr Steven Emery-Wright at a Council Meeting best wishes were extended to him for the future.

### **COMMENCEMENT OF MEETING**

#### **132. APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillors Ms T Eperon and J Moody.

#### **133. DECLARATIONS OF INTEREST**

There were no Declarations of Interest at this point in the Meeting.

#### **134. CONFIRMATION OF MINUTES**

RESOLVED THAT the Minutes of the Meeting of Tavistock Town Council held on Tuesday 21<sup>st</sup> June, 2022 be confirmed as a correct record and signed by the Chairman (Appendix 1).

#### **135. PUBLIC REPRESENTATIONS AND QUESTIONS**

No public representations or questions had been received prior to the meeting.

## **ITEMS REQUIRING A DECISION**

### **136. GENERAL FINANCE**

The Council considered the following: -

a) Schedule of Payments

The Council received and considered a copy of the monthly accounts as at 31<sup>st</sup> May, 2022 (Appendix 2) as listed on the Council's website.

b) Budget Monitoring Report

The Council received and considered a copy of the Budget Monitoring Report (Appendix 3) as at 31<sup>st</sup> May, 2022.

Noted That in connection with budget lines 4078 and 4178 greater clarification regarding the nature of the agreed virement from the former to fund the latter would be provided going forward.

### **137. BUDGET & POLICY COMMITTEE**

The Council considered the Minutes of the Meeting of the Budget & Policy Committee (Appendix 4) held on Tuesday 12<sup>th</sup> July, 2022, the recommendations being reported by rote.

RESOLVED THAT subject to consideration of Minute Nos. 116-120 being deferred to a later point in the Meeting, in view of the confidential nature of the business to be transacted, the recommendations included in the foregoing report of the Committee (Minute Nos. 108-115) be approved and adopted.

### **138. DEVELOPMENT MANAGEMENT & LICENSING COMMITTEE**

The Council considered the following: -

- i) Development Management & Licensing Committee – Minutes of the Meeting held on Tuesday 28<sup>th</sup> June, 2022 (Appendix 5).

- ii) Development Management & Licensing Committee – Minutes of the Meeting held on Tuesday 19<sup>th</sup> July, 2022 (Appendix 6).

RESOLVED THAT the recommendations included in the foregoing reports of the Committee be approved.

Noted That

- in particular, attention was drawn to the background to Minute No. 129;
- Councillor Mrs A Johnson Declared a Personal non-prejudicial Interest by virtue of association in connection with Application No. 22/2094.

**ITEMS CIRCULATED FOR INFORMATION ONLY**

**139. SERVICE REPORTS**

The Council received, for information, the reports of the General Manager, Pannier Market/Town Hall/Butchers' Hall and Works Department (Appendices 7-9 refer).

**140. FINANCE AND OTHER MATTERS**

The Council received, for information, the following: -

- a) Town Hall & Markets Consultative Group – Notes of the Meeting held on 22<sup>nd</sup> June, 2022 (Appendix 10).

Noted That appreciation was expressed to those involved in securing the completion of capital works to the Guildhall.

- b) Whitchurch Down Consultative Group – Notes of the Meeting held on 6<sup>th</sup> July, 2022 (Appendix 11).

- c) Goose Fair Consultative Group – Notes of the Meetings held on 26<sup>th</sup> April, 2022 (Appendix 12) and 14<sup>th</sup> July, 2022 (Appendix 13).

- d) The Report of The Assistant to the Town Clerk (Appendix 14).

- e) West Devon Borough Councillor – Report of Cllr. J Spettigue.

- f) Updates

- i) From representatives from outside bodies – updates were received in connection with merchandising activity being undertaken by the Tavistock Business Improvement District, also a community interest company arising via the Dartmoor National Park Forum. Details were also given of an upcoming Neighbourhood Development Plan Steering Group meeting to outline the results of recent consultation exercises.
- ii) From Members who had attended training sessions – no feedback brought forward.

**141. COMMUNICATIONS OR REPORTS SUBMITTED BY THE MAYOR**

Attention was drawn to an invitation to Council Members to participate in an upcoming Pétanque event at The Sensory Garden.

**EXCLUSION OF PRESS AND PUBLIC**

**142. 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**

**143. BUDGET & POLICY COMMITTEE (CONT'D)**

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

The Council received and considered Minute Nos. 116-120 of the Meeting of the Budget & Policy Committee (Appendix 4 refers) held on Tuesday 12<sup>th</sup> July, 2022, the recommendations being reported by rote.

RESOLVED THAT the recommendations included in the foregoing reports of the Committee be approved and adopted.

Noted That attention was drawn in particular to:-

- Minute No. 116(a) - due to the difficulty in scheduling this meeting the initial business had been required to be picked up by the Meeting of the Advisory Forum held on 21<sup>st</sup> July;
- The difficulties arising with regard to nomenclature (Minute No. 116(a) referred) as regarded "Unrestricted" funds (which were in fact subjected to a high-level of limitation in usage), the measures being undertaken to address the issue were noted;
- Tavistock Heritage Trust (THT) representatives, at the recent Advisory Forum Meeting, had received and endorsed the recommendations in connection with Minute No. 116a Town Marketing, and Minute No. 116b Guildhall Gateway Centre Staffing.

#### **144. GUILDHALL GATEWAY CENTRE ADVISORY FORUM**

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

The Council considered the Notes of the Meeting of the Guildhall Gateway Centre Advisory Forum held on 21<sup>st</sup> July, 2022, the matters for endorsement/agreement by the Council being reported by rote.

RESOLVED THAT the actions, as set out in the notes, be received and endorsed.

Noted That in the ensuing discussion reference was made to: -

- What was done and how with the Council's anchor partner (THT), together with changes needed to ensure affordability;
- A review of accounting practice being undertaken by THT in connection with the designation and usage of funds classified as 'unrestricted' under the agreements to more accurately reflect the strict limitations on their usage;
- The low-level of donation income;
- Whether or not charging for access to the facility might become an option;
- The extent to which any visitor figures for June might have been distorted by the Jubilee.

**145. PROPERTY LEGAL & FINANCE MATTERS**

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1) Debtors

The Council considered and noted the list (Appendix 16) of all those with debts to the Council dating from earlier than the last Quarter Day.

**CONFIDENTIAL ITEMS CIRCULATED FOR INFORMATION ONLY**

**146. PROPERTY LEGAL & FINANCE MATTERS**

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There were no updates in connection with the above.

The Press and Public were re-admitted to the Meeting.

The Meeting closed at 6.23pm.

Signed:

Dated:

CHAIRMAN