

MINUTES

of the Meeting of the **TAVISTOCK TOWN COUNCIL** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY 11th December 2018 at 6.46pm.**

PRESENT

Councillor Paul Ward (Mayor)

Councillor Mrs A Johnson (Deputy Mayor)

Councillors Ms L Crawford, A Fey, A Hutton, A Lewis, Mrs U Mann, P Palfrey, Mrs L Roberts, E Sanders, P Sanders, J Sheldon, P Squire, A Venning, Mrs J Whitcomb, P Williamson.

IN ATTENDANCE

Town Clerk, General Manager, Assistant to the Town Clerk.

Noted That prior to the Meeting;

- Members received training from the Council's Data Protection Officer in connection with individual Councillor and organisational obligations arising under the General Data Protection Regulation (GDPR);
- there was an opportunity for quiet reflection lead by Reverend Sean Brassil of St Andrew's Church, Whitchurch. An update was also received from West Devon Borough Councillor P Sanders.

214. APOLOGIES FOR ABSENCE

An apology for absence had been received from Councillor Mrs M Ewings.

215. DECLARATIONS OF INTEREST

The following declarations of interest were made;

- i. Councillor P Sanders declared a personal non-pecuniary interest in
 - any discussions regarding public toilets, by virtue of being a Member of West Devon Borough Council;
 - any discussions regarding St Eustachius' Church, by virtue of a close family association.

216. CONFIRMATION OF MINUTES

RESOLVED THAT the Minutes of the Meeting of the Tavistock Town Council held on Tuesday 23rd October, 2018 be confirmed as a correct record and signed by the Chairman (Appendix 1)

ITEMS REQUIRING A DECISION

217. GENERAL FINANCE

The Council considered the following:

a) Schedule of Payments

The Council received and considered, copies of the monthly accounts as at 30th September and 31st October, 2018 (Appendix 2);

b) Budget Monitoring Report

The Council received and considered a copy of the Budget Monitoring Report as at 31st October, 2018 (Appendix 3)

218. BUDGET & POLICY COMMITTEE

The Council considered Minute Nos. 193-203 of the Meeting of the Budget & Policy Committee (Appendix 4) held on Tuesday 27th November, 2018, the recommendations being reported by rote.

RESOLVED THAT subject to the addition of the words:

'and authorise further negotiations with West Devon Borough Council to identify the basis on which future services could be sustainably provided' (Minute No 198 (vii) refers)

the recommendations included in the foregoing report of the Committee be approved and the Minutes be received.

Noted that:

a) Minute No.196 – The Chairman of the Committee reported that Tavistock Heritage Trust had received an additional grant toward the capital costs of the Guildhall project of £ 20,000 from the Garfield Weston Foundation which was welcomed;

b) Minute No. 198 – recommendation (vii) –

- in response to a question it was reported that it was anticipated consultation would be by way of newsletter and electronic surveys early in the New Year with reporting back in March;

- a copy of the file note relating to previous discussions authorised by the Council would be circulated. Future reporting of progress would be by way of the Budget & Policy Committee.
- c) Minute No. 199 – it was reported that should a Hearing and/or an Appeals Panel be required, that Members of the Budget & Policy Committee would be appointed as required, likely in alphabetical order to each body;
- d) Minute No. 200 – Councillor A Hutton declared a personal non-prejudicial interest by virtue of being a member of the organisation (Tavistock Lions Club).

219. DEVELOPMENT MANAGEMENT & LICENSING COMMITTEE (DM&L)

The Council considered the following:

- a) **Development Management & Licensing Committee Meeting held on 13th November, 2018** (Appendix 5) – Minutes of the Meeting of the Development Management & Licensing Committee held on 13th November, 2018 (Minute Nos. 184 – 192 inclusive) the recommendations being reported by rote.
- b) **Development Management & Licensing Committee Meeting held on 4th December, 2018** (Appendix 6) – Minutes of the Meeting of the Development Management & Licensing Committee held on 4th December, 2018 (Minute Nos. 205 - 213 inclusive) the recommendations being reported by rote.

RESOLVED THAT the recommendations included in the forgoing reports be approved, and the Minutes be received.

220. GRANTS APPLICATIONS – ALLOCATION

The Council received the report of the Assistant to the Town Clerk (Appendix 7), and noted the following declarations of interest;

- Councillor P Sanders
 - declared a personal non prejudicial interest as at Minute No. 215(i) above, and confirmed he had not contributed to scoring of this application;
 - took no part in the discussion or voting on the above report.
- Councillor A Lewis declared a personal non prejudicial interest by virtue of being involved in the Son Rise Specials Trust;

- Councillor Mrs U Mann declared a personal non prejudicial interest in Tavistock Scrapstore by virtue of being a Trustee of the organisation;
- Councillor A Hutton declared a personal non prejudicial interest in the Citizens' Advice Bureau by virtue of a close family member being involved with the organisation

RESOLVED THAT the recommendations included in the forgoing report be approved.

ITEMS CIRCULATED FOR INFORMATION ONLY

The following items had been circulated for information only.

221. SERVICE REPORTS

The Council received and noted the reports of the General Manager, Works Department, Town Hall and Pannier Market (Appendices 8 – 11 refer).

Noted That

- in the discussion arising appreciation was extended to staff involved in erection of the Trees of Lights on the Town Hall, which had been completed in particularly inclement weather;
- the Council's representative with the Tavistock BID Company reported its appreciation to the Works Department for their help in delivering the event.

222. FINANCE & OTHER MATTERS

The Council received, for information the following:-

- a) Report of the Assistant to the Town Clerk (Appendix 12)
- b) Whitchurch Down Consultative Group – Notes of the Meeting (Appendix 13) held on 20th November, 2018;
- c) HLF Projects;
 - Tavistock THI Project Management Board – Minutes of the Meeting held on 8th November, 2018 (Appendix 14);
 - Guildhall Gateway Centre Project Steering Group – Minutes of the Meeting held on 14th November, 2018 (Appendix 15);
- d) Updates from Council representatives serving on outside bodies:
 - Dartmoor National Park Forum - a recent meeting had been well attended, there was nothing specific to report other than that the Dartmoor National Park Local Plan was out for consultation;
 - Destination Okehampton – it was reported that this group had been disbanded. The Council's representative had asked for an update on matters relating to the Okehampton – Exeter railway link and would report back to Council when received.

There were other groups now dealing with this matter, so the link was still a possibility;

- Ford Street & Maynard Almshouse Charity – it was reported that the Charity was continuing to provide a good service to the community

REPORTS OR COMMUNICATIONS FROM THE TOWN MAYOR

223. DEVON & SOMERSET FIRE AND RESCUE SERVICE

The Mayor reported that a communication had been received from the above organisation with regard to an expected new vehicle for the Service and associated community engagement exercises.

EXCLUSION OF PRESS AND PUBLIC

224. 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 FOR DECISION

225. PROPERTY, LEGAL & FINANCE MATTERS

(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).

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 (Appendix 16).

Noted That concern was expressed in particular regarding recurrent issues associated with Debtor (c).

CONFIDENTIAL ITEMS FOR INFORMATION ONLY

226. BUDGET & POLICY COMMITTEE (CONTINUED)

(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 received, for information only, Minute No 204 of the Meeting of the Budget & Policy Committee held on Tuesday 27th November, 2018.

The Press & Public were readmitted to the Meeting

227. COUNCIL SEAL

RESOLVED THAT the Council's Seal be affixed 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 7.45pm.

Signed.....

Dated.....

CHAIRMAN