

AGENDA ITEM 8b

NOTES OF THE MEETING of the TOWN HALL & MARKETS CONSULTATIVE GROUP held on TUESDAY 3rd December 2024 at 5.00PM.

PRESENT

Representing Tavistock Town Council Councillors T Munro (**Vice
Chairman**), S Hipsey

Representing Market Traders' – Mr R Jones (**Chairman**) and Mrs S King

Representing shops in the Pannier Market surround – Mr D Fisher

Representing users of the Town Hall & Butchers' Hall – Mrs B Ball

Representing Tavistock BID – Ms J Sanders

Representing the Chamber of Commerce – None Present

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

1. APOLOGIES

No apologies received.

2. CONFIRMATION OF NOTES FROM 24th September

a) The Notes of the Meeting of the Town Hall & Markets Consultative Group held on 24th September 2024 were confirmed.

b) There were no matters arising.

3. ANY MATTERS RAISED BY REPRESENTATIVES OF THE PANNIER MARKET TRADERS, PANNIER MARKET SHOPS, AND/OR TOWN HALL/BUTCHERS' HALL USERS.

The Representatives of Tavistock Pannier Market, Butchers' Hall, and the Pannier Market surround shops raised the following items;

- It was explained that at least four perimeter shops would like to open on the 27th of December and it was agreed that the Council would facilitate this by opening and closing the gates for the day.
- The condition/appearance of the fire escapes and Pannier Market surround gates was mentioned. Officers advised that the team would commit to cleaning down the gates in the first quarter of 2025.

4. ANY MATTERS RAISED BY TAVISTOCK BID

The Representative of Tavistock BID updated attendees on the following items;

- Plans for Dickensian were well underway, with changes this year being made to the Bank Square car park entertainment to draw more visitors in to that area of the event.
- A 'true feeling of Christmas' campaign was being launched with cards to be given out to encourage local shopping.
- It was explained that there would be free parking after 3pm every Thursday and Friday leading up to Christmas in WDBC car parks.
- The 'DISC' crime reporting scheme was being launched this week within the business community.
- Attendees were advised that Tavistock BID had received funding to upgrade the Visit Tavistock website, and this would include a section where merchandise could be sold and special offers promoted.

5. ANY MATTERS RAISED BY TAVISTOCK CHAMBER OF COMMERCE

There were no matters raised.

6. UPDATES

a) Pannier Market & Bedford Square;

The Market Reeve & Designated Premises Supervisor updated attendees on the following items;

- That there had been a few new five-day traders committed to the Market and that their displays/product lines were a positive addition.
- It was explained that the Market would be opening for the two Sunday and Mondays before Christmas. Attendees were advised that the Christmas Fair was taking place on the 15th of December with stalls on Bedford Square, in addition to the Pannier Market and Butchers' Hall and that there would be a Santa's Grotto inside the Market. In addition, a post box had been set up outside the Pannier Market office for children to write their letters to Santa, arranged by The Toy Cupboard.

- It was explained that an episode of 'Escape to the Country' was filmed inside the Pannier Market, the date on which it will be aired is still to be announced.
- A discussion was had regarding recent social media posts and Market traders were thanked for their recent support regarding to replying to some adverse and unfair publicity.

b) Town Hall and Butchers' Hall;

The Town Hall & Events Manager updated attendees on the following items;

- It was explained that the number of bookings was positive compared to this time last year relating to this period.
- It was advised that the 2025 in-house Butchers' Hall Market dates had been agreed and that expressions of interest had been circulated.
- A request was made as to whether Butchers' Hall could be decorated earlier in 2025 for the festive period considering the scheduling of events and activities.

c) Capital Update for works impacting on the Market complex

- It was explained that repairs to the recently damaged retaining wall on Market Road would take approximately two weeks and that there may be minor interruptions to the traffic network, and it was expected that this work would be undertaken in February 2025.

7. OPERATIONAL MATTERS

a) Fees and Charges

- Attendees were advised that Officers had recommended no increase in fees for the Pannier Market for the Financial Year 25/26, a small increase for Butchers Hall and that the Town Hall and Guildhall were under review specific to VAT implications/considerations.

b) Projects including Youth Market, NABMA Awards, recycling

- The Market Reeve thanked everybody for their support with voting in the NABMA awards and encouraged everybody to vote daily, relating to the application for Best Indoor Market. It was explained that a health check was completed on the Pannier Market in 2021 and improvements have since been actioned.

- It was explained that the Youth Market would be taking place in early Spring next year, the Markets and Events team approaching people between the ages of 18 – 30 to attend. The team are meeting with the NMTF to discuss arrangements.
- The General Manager explained that work to improve the recycling area would start in the first quarter of 2025.

c) Partnership working with Tavistock BID

The General Manager discussed the following points with members;

- Officers were continuing to work closely with Tavistock BID on a number of key projects for the town, including discussing options on how best to assist with challenges within the high street.

d) Advertising including rebranding of Charter Market

- The positives of the partnership working were highlighted specific to the rebranding/relaunch of the Charter market.

e) Vacancy for Pannier Market Representative

- It was agreed to appoint Sarah Curtin (MJC Photography) as Pannier Market representative.

8. EVENTS

a) Update on plans for events in 2025

- The General Manager explained that partners were considering options for the VE Day celebrations scheduled for 8th of May 2025.

b) Update on plans for Dickensian Evening 2024

- A request was made with regards to how to encourage footfall to the rear of the Pannier market, more specifically East End Stores and it was explained that options were being considered, including the installation of Christmas lights.

11. URGENT BUSINESS BROUGHT FORWARD BY THE CHAIRMAN

No urgent business brought forward by the chairman

12. NEXT MEETING

The next meeting of the Town Hall & Markets Consultative Group is scheduled to take place on Tuesday 25th March 2025 at 5.00pm.

The meeting closed at 6.16pm.

Signed

Date