

Minutes of the meeting held at 2 pm on Thursday 18th August 2016 at the offices of Tavistock Town Council, Drake Road, Tavistock

<u>Present:</u>	ACTION																																
<table> <tr><td>John Taylor (JT)</td><td>Tavistock Forward</td></tr> <tr><td>Lesley Garlick (LG)</td><td>Devon County Council</td></tr> <tr><td>Christopher Kirwin (CK)</td><td>TaVi Network</td></tr> <tr><td>Sue Spackman (SS)</td><td>DHBT</td></tr> <tr><td>Graham Lawrence (GL)</td><td>West Devon BC</td></tr> <tr><td>Samantha Barnes (SB)</td><td>Tamar Valley AONB</td></tr> <tr><td>Simon Dell (SD)</td><td>Tavistock Subscription Library</td></tr> <tr><td>Paul Williamson (PW)</td><td>Tavistock Business Association</td></tr> <tr><td>Barry Gamble (BG)</td><td>WHS Advisor</td></tr> <tr><td>Carl Hearn (CH)</td><td>Tavistock Town Council</td></tr> <tr><td>Philip Sanders (PS)</td><td>WDBC Cllr</td></tr> <tr><td>Alex Mettler (AM)</td><td>Tavistock & District Local History Society</td></tr> <tr><td>Wayne Southall (WS)</td><td>Tavistock Town Council</td></tr> <tr><td>Andrew Thompson (AT)</td><td>TH Development Officer/Consultant</td></tr> <tr><td>Martin Searle (MS)</td><td>THI Project Manager</td></tr> <tr><td>Robert Plumb (RP)</td><td>Independent Advisor</td></tr> </table>	John Taylor (JT)	Tavistock Forward	Lesley Garlick (LG)	Devon County Council	Christopher Kirwin (CK)	TaVi Network	Sue Spackman (SS)	DHBT	Graham Lawrence (GL)	West Devon BC	Samantha Barnes (SB)	Tamar Valley AONB	Simon Dell (SD)	Tavistock Subscription Library	Paul Williamson (PW)	Tavistock Business Association	Barry Gamble (BG)	WHS Advisor	Carl Hearn (CH)	Tavistock Town Council	Philip Sanders (PS)	WDBC Cllr	Alex Mettler (AM)	Tavistock & District Local History Society	Wayne Southall (WS)	Tavistock Town Council	Andrew Thompson (AT)	TH Development Officer/Consultant	Martin Searle (MS)	THI Project Manager	Robert Plumb (RP)	Independent Advisor	
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<p><u>Apologies</u></p> <table> <tr><td>Harry Smith (HS)</td><td>TTC Cllr</td></tr> <tr><td>Deborah Boden (DB)</td><td>CC/WHS</td></tr> <tr><td>Trevor Humphrey (THy)</td><td>DPC Guildhall Project</td></tr> </table>	Harry Smith (HS)	TTC Cllr	Deborah Boden (DB)	CC/WHS	Trevor Humphrey (THy)	DPC Guildhall Project																											
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<p>1. Introduction and apologies</p>																																	
<p>1.1 Those present were welcomed to the meeting and the apologies listed accepted. JT welcomed MS to his first meeting of the Partnership .</p>																																	
<p>2 Minutes and matters arising from the meeting of Tavistock Heritage (TH) held on 25th May and the special meeting held on 14th June 2016</p>																																	
<p>2.1 The minutes, as drafted were agreed.</p>																																	
<p>3 Development Officer’s Report</p>																																	
<p>3.1. AT clarified his role and emphasised how this was focussed on developing a learning and activity programme. This was separate from his role as a consultant for the Guildhall gateway project.</p>																																	
<p>4. Guildhall Gateway Centre</p>																																	
<p>4.1. JT outlined the proposal submitted to TTC on 13th June on behalf of TH. This had been circulated to the Partnership members on 20th June for comments. After that and following requests for clarification of their position, the Mayor circulated the TTC proposals on 20th July. This showed additional proposals to build an extension to the rear of the former Police Station and alternative access arrangements from the One Stop shop area</p>																																	

into the Gateway Centre.

4.2. There followed a lengthy discussion about the relative merits of each proposal. It was made clear that the TTC would not accept the proposal made by TH, but that there was a possibility of an alternative arrangement based on a Partnership Agreement and not including any leasehold arrangement.

4.3. After all present had had an opportunity to express their views a consensus emerged that a Partnership Agreement was the best way forward at this stage. PS moved that a Partnership Agreement should be drawn up, seconded by CK and agreed unanimously.

5. Company Status and Shadow Board

5.1. PS/JT explained that the negotiations on a possible lease had absorbed a lot of time and that as yet they had been unable to find a lawyer who would assist in drafting memorandum and articles on a pro-bono basis.

5.2. SS suggested that it was not necessary to engage a lawyer at this stage and volunteered to form a small group to prepare a first draft.

5.3. AT advocated that an Executive Group should be set up without delay to oversee this process and in time establish a Company Board. He recommended 3 from TH plus 2 he (with help from DB and BG) would recommend to be co-opted from the heritage sector. In addition he urged this group to establish a timetable for the establishment of a full board within 12 months and the drafting of a Communication and a Funding Strategy.

5.4. PS proposed and AM seconded the establishment of the Executive as outlined above. Agreed unanimously.

5.5. It was proposed and it was agreed that AM, SS and PS would be part of the Executive Group.

5.6. RP to convene at the earliest opportunity and AT to advise the group once convened

6 Tavistock THI Scheme

6.1 MS reported that the Butcher's Hall project was proceeding to plan.

6.2. 1 Church Lane was also on target to commence on site in September once all the conditions had been discharged. GL indicated that if there were delays then action under Urgent repairs could still be taken. PS raised concerns about the finances for this project.

6.3 MS then went on to report that applications from Kingdon Hall and 2 Market Street were expected shortly. He also indicated that in spite of a delay, he expected 3 Market Street to proceed as planned.

6.4 He drew attention to the skills workshop on 13th Sept.

6.5. He suggested the Tavi Story part of the scheme needed further review with greater public involvement.

SS

RP/AT

6.6 MS reported a possible scheme emerging involving improvements to the highway in West Street and if possible including King Street and Market Street.

6.7 PS suggested that something should be done to reduce the impact of the wire-scape in West Street.

6.8. JT suggested the design of the scheme for Guildhall Square should be accelerated and WS indicated that they were considering single tender action to expedite this matter.

7. World Heritage Site

7.1 BG had left the meeting and therefore it was not possible to report on progress regarding the review of the signage strategy.

7.2 It was agreed that the Man Engine has been an outstanding success and all those involved were thanked for their contribution.

8. Trendle

8.1. AT reported that progress was being made but that there would be more to report at the next meeting.

9. Heritage Open Days

9.1. AT outlined the programme, which would include the Butcher's Hall, Guildhall, Abbey Buildings, Mt Kelly and St Eustacius church in the second week of September. Programme to be published shortly.

10. Any Other Business

10.1 SB indicated that it would be her last meeting since she was leaving the AONB staff but would remain in the area. She was thanked for her contribution to the Partnership.

10.2. RP reported that funding for his post was running out and that this would probably be his last meeting. Suggestions were made for possible funding sources but it was confirmed that further funding from the Local Authorities would not be forthcoming. LG offered DCC in kind support including taking minutes for the next meeting. JT thanked RP for his contribution over the past 12 months.

LG

10.3 PS explained that planning permission and listed building consent would be required for the extension to the rear of the Guildhall and GL indicated that pre-application discussions had already taken place. HE are yet to express an opinion.

10.4 CH confirmed that in the light of today's decision on the arrangements between TTC and TH regarding the Guildhall, that he will be asking THy to resume the work of the consultants and expedite the project with a matter of urgency.

CH

11 Date of next Meeting

The next full meeting of the partnership will be held at 3pm on Thursday 29th September in the Town Council Chamber.

ALL

