

AGENDA ITEM 5

MINUTES

of the Meeting of the **TAVISTOCK TOWN COUNCIL** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY 16th APRIL, 2019 at 6.45pm.**

PRESENT

Councillor P Ward (Mayor)
Councillor Mrs A Johnson (Deputy Mayor)

Councillors Ms L Crawford, Mrs M Ewings, A Fey, A Hutton, Mrs U Mann, P Palfrey, E 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 there was opportunity for quiet reflection led by Rob Palmer of Tavistock Street Pastors.

327. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors A Lewis, Mrs L Roberts and P Sanders.

328. DECLARATIONS OF INTEREST

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

329. CONFIRMATION OF MINUTES

RESOLVED THAT the Minutes of the Meeting of the Tavistock Town Council held on Tuesday 5th March, 2019 be confirmed as a correct record and signed by the Chairman (Appendix 1)

330. PUBLIC REPRESENTATIONS & QUESTIONS

None made or received.

Noted That an error relating to contact details for the Council would be amended.

ITEMS REQUIRING A DECISION

331. GENERAL FINANCE

The Council considered the following:

a. **Schedule of Payments**

The Council received and considered copies of the monthly accounts as at 31st January and 28th February, 2019 (Appendix 2);

b. **Budget Monitoring Report**

The Council received and considered a copy of the Budget Monitoring Report as at 28th February, 2018 (Appendix 3).

332. BUDGET & POLICY COMMITTEE

The Council considered the Minutes (Appendix 4 refers) of the Meeting of the Budget & Policy Committee held on Tuesday 2nd April, 2019 (Minute No's. 310 – 315 refer), which were reported by rote.

Noted That

- i) There were no recommendations arising in connection with the part of the Meeting considering non confidential business;
- ii) a Member drew attention to the ongoing public debate in connection with public conveniences in the Town, Minute No 312 refers;
- iii) Minute No's. 316 - 317 would be deferred until later in the Meeting in view of the confidential nature of the business to be transacted.

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

The Council considered the following:-

- a. **Development Management & Licensing Committee - Meeting held on Tuesday 19th March, 2019** (Appendix 5) – Minutes of the Meeting of the Development Management & Licensing Committee held Tuesday 19th March, 2019 (Minute No's 301 - 309 inclusive), the recommendations being reported by rote.

RESOLVED THAT

- i. Minute No. 305 – Proposed Open Space, Sport and Recreation Plan (OSSR) the new (post election) Council be invited to appoint a Task Group of 3 or 4 Members to work with West Devon Borough Council (WDBC) on the development of a Member led Plan to inform the future allocation by WDBC of

S106 monies for sport, leisure and recreational purposes in the Town.

Noted That in view of the significant capacity issues associated with delivery of the current Council work programme it was acknowledged that the above would appropriately be substantially member led and resourced.

- ii. Minute No. 306 – Correspondence from Devon County Council (funding proposed for education and other infrastructure refers) – the new (post election) DML Committee be invited to consider how/if to proceed in due course.

- b. **Development Management & Licensing Committee - Meeting held on Tuesday 9th April, 2019** (Appendix 6) Minutes of the Meeting of the Development Management & Licensing Committee held on Tuesday 9th April, 2019 (Minute No's 318 - 326 inclusive).

RESOLVED THAT Subject to the above, the recommendations included in the foregoing Reports be approved and the Minutes be received.

334. NOMINATION TO DARTMOOR NATIONAL PARK AUTHORITY

The Council considered the nomination of a candidate to serve, subject to the applicable Park Authority election process, on the above organisation (Appendix 7 refers).

Three nominations were received in respect of Councillors P Sanders, Mrs M Ewings and P Williamson.

Following a vote by ballot it was:

RESOLVED THAT Councillor P Williamson be adopted as the Tavistock Town Council nominated candidate.

ITEMS CIRCULATED FOR INFORMATION ONLY

The following items had been circulated for information only.

335. SERVICE REPORTS

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

Noted That

- the re-painting of the West Devon Borough Council owned telephone box in the Guildhall Car Park by the Town Council was welcomed;
- Councillor Mrs M Ewings left the Meeting following consideration of the Works Department Report.

336. FINANCE AND OTHER MATTERS

The Council received, for information the following:-

- a. Report of the Assistant to the Town Clerk (Appendix 12);
- b. Southern Links Committee – Minutes of the Meeting held on the 21st March, 2019 (Appendix 13);
- c. Police Report (none provided);
- d. Indicative Programme of Meetings 2019-2020 (Appendix 14) no amendments were made, it was confirmed that the Schedule would be agreed at the Annual Meeting on 20th May, 2019;
- e. Tavistock BID Company – Minutes of the Meeting held on 20th March, 2019 (Appendix 15);
- f. Town Hall & Markets Consultative Group – Notes of the Meeting held on the 12th March, 2019 (Appendix 16);
- g. Project Update;
 - i. Townscape Heritage Initiative - it was confirmed that monies had been fully allocated for priority projects
 - ii. Guildhall Gateway Centre Project – the May capital works tender issue was noted.
- h. Updates from Council representatives serving on outside bodies:-
 - i) Oke Rail Forum - The Council's representative on the Group confirmed that the Sunday service between Okehampton and Exeter would resume on Sunday 19th May, 2019 and would continue until Sunday 6th October, 2019. It was also reported that the service would be further improved by a bus link to Gunnislake Station potentially being provided.
 - ii) Kingdon House – The Council's representative drew Members' attention to the much improved appearance of the building, now that the works had been completed. It

was also confirmed that the recruitment of a new Manager was being undertaken shortly, as well as the letting of the area of the premises previously occupied by a community organisation.

337. COMMUNICATIONS FROM THE MAYOR

The Mayor reminded Members of the following;

- that the annual photograph of the existing/outgoing (2018-19) Council would be taken at 6.15pm, immediately prior to the Annual Meeting, on Monday 20th May, 2019;
- that the Mayor's End of Term Party would be taking place on Monday 13th May, 2019 to which both retiring and returned Members were invited;
- that the annual Grants Presentation Evening would take place on Thursday 16th May, 2019 to which all Councillors were invited.

The Mayor encouraged all existing Councillors to attend the above events, whether or not they were planning to stand for re-election on 2nd May, 2019.

EXCLUSION OF PRESS AND PUBLIC

338. 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

339. 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 Council considered confidential Minute No's 316 -317 of the Meeting of the Budget & Policy Committee (Appendix 4 refers) held on 2nd April, 2019.

RESOLVED THAT the recommendations included in the foregoing report of the Committee (Minute No's 316 -317 refer) be approved and the Minutes be received.

340. PROPERTY, LEGAL AND FINANCE MATTERS

(**CONFIDENTIAL** by virtue of relating to legal and/or commercial matters, staff and/or the financial or business affairs of 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 accordingly (Appendix 17).

RESOLVED THAT the recommendation included in the report with regard the 'write off' of a long standing debt be approved, on the basis as set out (ie with potential to re-visit), and the report be received.

ii STOCK AUDIT REPORT

The Stock Audit Report was considered and received, attention being drawn to a method of avoiding undue wastage when 'pulling through' prior to an event.

The Press and Public were readmitted to the Meeting.

The Meeting closed at 7.30pm.

Signed.....

Dated.....

CHAIRMAN