

**AGENDA ITEM No. 3(a)**

**MINUTES**

of the Meeting of the **TAVISTOCK TOWN COUNCIL** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY 6<sup>th</sup> SEPTEMBER, 2016** at **7.05pm**

**PRESENT**

Councillor Mrs M Ewings (Mayor)

Councillors T Gibbins, A Lewis, J Moody, P Palfrey, Mrs L Roberts, C Rogers, E Sanders, H Smith, P Squire, P Ward and Mrs J Whitcomb

Councillor A Venning arrived prior to the close of the Meeting.

**IN ATTENDANCE**

Town Clerk, Assistant to the Town Clerk.

Note – Prior to the commencement of the Meeting there was an opportunity for quiet reflection led by Jo Wright of Tavistock Street Pastors, together with reports from County Councillor Mrs D Sellis and Borough Councillor Ward Member G Parker.

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**86 APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillors Mrs A Johnson, P Sanders, J Sheldon and P Williamson.

The Mayor welcomed Councillor P Squire to the Meeting, having recently been elected to represent the North Ward of the Town.

**87 DECLARATIONS OF INTEREST**

No Declarations of Interest were made.

**88 CONFIRMATION OF MINUTES**

RESOLVED THAT the Minutes of the Meeting of the Tavistock Town Council held on Tuesday 26<sup>th</sup> July, 2016 be confirmed as a correct record and signed by the Chairman (Appendix 1).

**89 APPOINTMENTS – PLANS COMMITTEE**

Nominations were invited for a Member to serve on the Plans Committee pursuant upon the resignation of Councillor C Rogers.

A nomination was received in respect of Councillor P Squire.

RESOLVED THAT Councillor P Squire be appointed to serve on the Plans Committee for the remainder of the Civic Year.

**90**    **GENERAL FINANCE**

**i)    Schedule of Payments**

The Council received and considered copies of the monthly accounts, as at 30<sup>th</sup> June and 31<sup>st</sup> July, 2016 (Appendices 2 – 3).

**ii)   Budget Monitoring Report**

The Council received and considered a copy of the Budget Monitoring Report as at 31<sup>st</sup> July, 2016<sup>17C</sup> (Appendix 4).

**91**    **PLANS COMMITTEE**

The Committee considered the following reports of Meetings of the Plans Committee:-

**a)    Plans Committee – 9<sup>th</sup> August, 2016** (Appendix 5)

The Minutes of the Meeting of the Plans Committee held on 9<sup>th</sup> August, 2016 (Minutes No's 69 – 76 inclusive)

Noted That in particular, attention was drawn to the provisions of Minute No. 73 and associated supplementary comment.

**b)    Plans Committee – 30<sup>th</sup> August, 2016** (Appendix 6)

The Minutes of the Meeting of the Plans Committee held on 30<sup>th</sup> August, 2016 (Minute No's 77 – 84 inclusive)

Noted That

i)    In connection with Minute No. 83(i) – Westbridge Cottages it was further

RESOLVED THAT Devon County Council be requested to gather evidence relevant to incidents arising at the identified pedestrian crossing.

ii)   Minute No. 83(ii) – Tavistock Hospital – the letter sent was endorsed.

iii)   Minute No. 83(iv) – Neighbourhood Plan – a discussion took place in connection with future aspirations regarding same.

RESOLVED THAT subject to any amendments listed above, the recommendations included in the foregoing reports of Committee Meetings be approved and the reports be received.

**92**    **SERVICE REPORTS**

The Committee received and noted the reports of the Works Department, Town Hall and Pannier Market (Appendices 7 – 9).

Noted That in connection with the report of the Works Department reference was made to progress in connection with the development of the Guildhall Gateway Centre and prospective partner organisations.

**93 FINANCE & OTHER MATTERS**

The Council received and noted the following:

- a) Pedestrian Crossing at Westbridge Cottages – correspondence (Appendix 10).
- b) Report of the Assistant to the Town Clerk (Appendix 11).
- c) Tavistock BID Co – Minutes of the Meeting held on 20<sup>th</sup> July, 2016 (Appendix 12).
- d) Dartmoor National Park Forum – Notes of the Meeting held on 13<sup>th</sup> July, 2016 (Appendix 13).
- e) Tavistock Heritage – Notes of the Meeting held on 18<sup>th</sup> August, 2016 (Appendix 14- it being reported these were still in draft form).
- f) Townscape Heritage Initiative – update report of the Project Manager (Appendix 15).

Noted That the Minutes of the Meeting of the Chamber of Commerce held on 1<sup>st</sup> August, 2016 were not yet available (Agenda Item No 8(b) refers).

**94 COMMUNICATIONS FROM THE MAYOR**

The Council received the following reports/communications from the Town Mayor.

The attention of Council was drawn to up-coming complementary initiative training and information days associated with the Townscape Heritage Initiative Scheme.

**95 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.

**96 ITEMS REQUIRING A DECISION 176**

- i) **Legal Matters – Council Property**  
**(CONFIDENTIAL** by virtue of relating to commercially sensitive information).

The Council received an up-date in connection with the above and was advised that, when appropriate, the Council's Solicitor would attend to advise Council further.

ii) **Debtors**

**(CONFIDENTIAL)** by virtue of relating to commercially sensitive information and/or the financial or business affairs of a person or persons other than the Council).

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 up-dates, where appropriate, in respect of same.

Noted That in connection with Debtor No A it was further:

RESOLVED THAT authority be delegated to the Town Clerk, in consultation with the Mayor and Deputy Mayor, to accede to the request for surrender subject to repayment of all outstanding rental monies, legal costs incurred by the landowner and meeting the costs of the Deed of Surrender by the next Quarter Day together with obligations in respect of dilapidations.

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

**97 COUNCIL SEAL**

RESOLVED THAT – the Council 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 8.05pm

Chairman M. Ewings.....

Date 4th October 2016.....