

**MINUTES**

of the Meeting of the **TAVISTOCK TOWN COUNCIL** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY 13<sup>th</sup> DECEMBER, 2016** at **6.45pm**

**PRESENT**

Councillor Mrs M Ewings (Mayor)  
Councillor P Sanders (Deputy Mayor)

Councillors T Gibbins, Mrs A Johnson, A Lewis, P Palfrey, Mrs L Roberts, C Rogers, E Sanders, J Sheldon, H Smith, P Squire, A Venning, P Ward, Mrs J Whitcomb, P Williamson.

**IN ATTENDANCE**

Town Clerk, General Manager, Assistant to the Town Clerk

Note – Prior to the commencement of the Meeting there was an opportunity for quiet reflection led by Jo Wright (Tavistock Street Pastors)

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**192. APOLOGIES FOR ABSENCE**

No apologies for absence had been received.

**193. DECLARATIONS OF INTEREST**

The following Declarations of Interest were made in respect of Minute No 197.

- a) Councillor T Gibbins Declared an Interest in Minute No 176 (d) by virtue of being a Trustee of the organisation.
- b) Councillor Mrs A Johnson Declared an Interest in Minute No's;
  - 176 (c) a personal non-prejudicial interest by virtue of serving upon the Board;
  - 176 (g) and 176 (i) a personal non-prejudicial interest by virtue of service as a 'Friend' of the Church.
- c) Councillor P Sanders Declared an Interest in Minute No's;
  - 176 (g) and 176 (i) a personal non-prejudicial interest by virtue of a spouse holding office with the organisation involved;

- 176 (j) a personal non-prejudicial interest by virtue of service as Vice-President.

**194. CONFIRMATION OF MINUTES**

RESOLVED THAT the Minutes of the Meeting of the Tavistock Town Council held on Tuesday 15<sup>th</sup> November, 2016 be confirmed as a correct record and signed by the Chairman (Appendix 1).

**ITEMS REQUIRING A DECISION**

**195. COUNCIL BUDGET & PRECEPT 2017-18**

The Council considered the above, including the recommendations of the Meeting of the Budget & Policy Sub-Committee held on 6<sup>th</sup> December, 2016 (Minute No. 177 refers).

RESOLVED THAT

- a) the proposed Council Budget 2017-18 be approved; and
- b) the Precept for Tavistock Town Council be set in the sum of £ 123.45 per Band D property equivalent, representing an increase of 4.18%.

**196. GENERAL FINANCE**

**a) Schedule of Payments**

The Council received and considered a copy of the monthly accounts, as at 31<sup>st</sup> October, 2016 (Appendix 2)

**b) Budget Monitoring Report**

The Council received and considered a copy of the Budget Monitoring Report as at 31<sup>st</sup> October, 2016 (Appendix 3)

**197. BUDGET & POLICY SUB-COMMITTEE**

The Council considered further the Minutes of the Meeting of the Budget and Policy Sub-Committee held on 6<sup>th</sup> December, 2016 (Appendix 4) – Minute No's 173-180 refer. It was:

RESOLVED THAT Subject to:

- i. the deferral of Minute No's 181-182 to a later point in the Meeting in view of the confidential nature of the business to be transacted; and
- ii. the amendment of the recommendations included in the Minutes of the Meeting of the Budget and Policy Sub-Committee as follows:

- Minute 176 (h) –Tavistock Edge the figure £350 be deleted and £850 inserted.

Note £350 to be allocated to the cost of insurance and £500 toward purchase of a marquee – the applicant to provide receipted evidence of the expenditure incurred.

- Minute 176 (q) – Tavistock and District Transport Partnership - following receipt of the additional information requested a Grant of £3,500 be made.

Minute Nos. 173 – 180 of the Meeting of the Budget and Policy Sub-Committee held on 6<sup>th</sup> December, 2016 be received and the recommendations contained therein endorsed.

## **198. PLANS COMMITTEE**

### **a) Plans Committee – 22<sup>nd</sup> November, 2016**

The Minutes of the Meeting of the Plans Committee (Appendix 5) held on 22<sup>nd</sup> November, 2016 (Minute Nos. 164 - 172 inclusive)

### **b) Plans Committee – 12<sup>th</sup> December, 2016**

The Minutes of the Meeting of the Plans Committee (Appendix 6) held on 12<sup>th</sup> December, 2016 (Minute Nos. 183 - 191 inclusive)

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

## **ITEMS FOR INFORMATION**

## **199. SERVICE REPORTS**

The Council received and noted the reports of the General Manager, Works Department, Town Hall and Pannier Market (Appendices 7-10 refer)

Noted That:

- i) General Manager – congratulations were extended on recent attainment of the MBA qualification.
- ii) Works Department – appreciation was expressed for involvement in recent community projects

## **200. FINANCE & OTHER MATTERS**

The Council received and noted the following:

- a) Destination Okehampton – Minutes of the Meeting held on 6<sup>th</sup> October, 2016 (Appendix 11)
- b) Report of the Assistant to the Town Clerk (Appendix 12)
- c) THI Project Management Board – Notes of the Meeting held on 22<sup>nd</sup> November, 2016 (Appendix 13)
- d) Tavistock Heritage – Notes of the Meeting held on 1<sup>st</sup> December, 2016 (Appendix 14)
- e) Town Hall & Pannier Market Consultative Group – Notes of the Meeting held on 6<sup>th</sup> December, 2016 (Appendix 15)
- f) Chamber of Commerce – the Council representative on this organisation gave a verbal update following his attendance at the Chamber Meeting held on the 5<sup>th</sup> December, 2016. Particular reference was made to:
  - It was anticipated the Chairman would stand down at the Annual General Meeting in February 2017;
  - Work supporting liaison between the Chamber of Commerce, and the Tavistock BID Company was expected.
- g) Outside Bodies – Council was advised that Tavistock Community Football Club raised in the region of £ 4,700 at a recent Charity event.

## **201. COMMUNICATIONS FROM THE MAYOR**

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

- An upcoming Miss Ivy Event in the Pannier Market on Sunday 18<sup>th</sup> December, 2016
- Arrangements for Councillors and Staff to attend the Christmas Party which was due to be held on Monday 19<sup>th</sup> December, 2016 at the Mayor recognised and thanked Councillors and staff for their contribution to community life
- The TTC/TASS partnership 'Rest a While' facility in the Pannier Market Surround was due to have its opening ceremony on Saturday 17<sup>th</sup> December, 2016 at 10.30am. All Members were invited to attend.

## **EXCLUSION OF THE PRESS & PUBLIC**

### **202. 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.

### **ITEMS REQUIRING A DECISION**

### **203. PROPERTY & FINANCE MATTERS**

**(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)).

#### **i) BUDGET & POLICY SUB-COMMITTEE (CONT'D)**

The Minutes of the Meeting of the Budget and Policy Sub-Committee held on 6<sup>th</sup> December, 2016 (Minute Nos. 181-182 inclusive).

RESOLVED THAT Subject to Minute No 181- Molly Owen Centre, the Council proceeding along the lines as set out in Confidential Minute No 203(a) the recommendations included in the foregoing report of the Sub-Committee Meeting be approved and the report be received.

Noted That in connection with Minute No 182, and following a request for a recorded vote, the proposition was put that recommendation (c) be deleted, the voting being as follows:-

#### In favour

Councillors Mrs M Ewings, Mrs A Johnson, P Sanders, H Smith, P Williamson

#### Against

Councillors C Rogers, J Sheldon

#### Abstained

T Gibbins, A Lewis, P Palfrey, Mrs L Roberts, E Sanders, P Squire, P Ward, A Venning, Mrs J Whitcomb

The above motion was defeated by 5 votes to 2 with 9 abstentions, the original motion then being carried.

**ii) LEASES & LICENCES**

**a. Request for Grant of Licence**

A request had previously been received from the Partnership supporting Tavistock Sensory Garden for Tavistock Town Council to issue a licence for the piece of land upon which the Sensory Garden was proposed to be sited, the term requested being 10 years.

RESOLVED THAT Tavistock Town Council issue a 10 year Licence on the area of land in question

**iii) 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 up-dates, where appropriate, in respect of same (Appendix 16).

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

**204. 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 8.16pm.

Chairman .....

Date .....