

**MINUTES** of the Meeting of the **TAVISTOCK TOWN COUNCIL** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY 24<sup>TH</sup> January, 2017** at **6.52pm**

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

Councillors T Gibbins, Mrs A Johnson, A Lewis, J Moody, P Palfrey, E Sanders, J Sheldon, H Smith, P Squire, A Venning, 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 Father John Greatbatch (Our Lady of the Assumption Roman Catholic Church)

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**214. APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillors Mrs L Roberts, C Rogers and P Ward.

**215. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**216. CONFIRMATION OF MINUTES**

RESOLVED THAT the Minutes of the Meeting of the Tavistock Town Council held on Tuesday 13<sup>th</sup> December, 2016 to be confirmed as a correct record and signed by the Chairman (Appendix 1 refers).

**ITEMS REQUIRING A DECISION**

**217. GENERAL FINANCE**

**a) Schedule of Payments**

The Council received and considered a copy of the monthly accounts (Appendix 2), as at 30<sup>th</sup> November, 2016.

**b) Budget Monitoring Report**

The Council received and considered a copy of the Budget Monitoring Report (Appendix 3) as at 30<sup>th</sup> November, 2016.

**218. PLANS COMMITTEE**

**a) Plans Committee – 10<sup>th</sup> January, 2017**

The Minutes of the Meeting of the Plans Committee (Appendix 4) held on 10<sup>th</sup> January 2017 (Minute No's 205 – 213 inclusive)

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

**ITEMS FOR INFORMATION**

**219 SERVICE REPORTS**

The Council received and noted the reports of the General Manager, Works Department, Town Hall and Pannier Market (Appendices 5-8 refer).

Noted That:- General Manager:

- Appreciation was expressed for work recently undertaken in connection with footpath surfacing.
- There was consensus that a request consideration be given to permitting a third party to install a defibrillator adjacent to the Town Hall was worthy of support subject to the necessary statutory and other consents being secured by them and the provider accepting responsibility for the maintenance of the equipment and its housing.
- Reference was made to the potential range of options available to the Council in reviewing how/if to proceed with some form of pedestrian demarcation along Abbey Walk to mitigate the potential for accident or injury arising from a slip/fall alongside the river bank.

A range of options had been assessed by the General Manager/Health and Safety Officer which were outlined in the report. Reservations were expressed regarding the visual impact and

potential for misuse of a bollard based solution arising from which there was consensus that options for zoning by way of a coloured demarcation between the rivers edge and inner path be investigated and brought back to the Council.

## **220. FINANCE AND OTHER MATTERS**

The Council received and noted the following:

- a) Southern Parishes Link – Minutes of the Meeting held on 1<sup>st</sup> December, 2016 (Appendix 9);
- b) Destination Okehampton –Minutes of the Meeting held on 5<sup>th</sup> January, 2017 (Appendix 10);  
Noted That an information event was scheduled to be held at the Pannier Market on 11<sup>th</sup> March.
- c) Report of the Assistant to the Town Clerk (Appendix 11);
- d) THI – Report of the Project Manager (Appendix 12);
- e) Guildhall – it was noted that Meetings of representatives of the Activity/Business plan teams and Tavistock Heritage Trust were scheduled to be held shortly;
- f) Tavistock BID Company – Minutes of the Meeting held on 16<sup>th</sup> November, 2016 (Appendix 13);
- g) Chamber of Commerce – It was noted that the Annual Meeting was to be held shortly – the Mayor indicated she would be in attendance;
- h) Outside Bodies – A member drew attention to challenges facing the planning system of the Dartmoor National Park Authority. Reference was also made to the upcoming Annual Meeting of the Farmers Market.

## **221. 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**

### **222. PROPERTY AND FINANCE MATTERS**

**(CONFIDENTIAL** by virtue of relating to legal and/or commercial matters and/or the financial business affairs of a person or persons other than the Council).

#### **i) Long Lease – Request for Extension of Temporary Licence (Minute No 153a refers)**

The Council considered the report of the Town Clerk in connection with the above arising from which it was:-

RESOLVED THAT the Council grant the request for an extension to the temporary licence issued on 15<sup>th</sup> November, 2016 to 28<sup>th</sup> February, 2017 to permit Fusion Leisure to continue to operate from Meadowlands on a temporary basis, subject to licence strictly subject to no further extensions.

#### **ii) Request for Assignment of Lease**

The Council considered the report of the Town Clerk in connection with the above arising from which it was:-

RESOLVED THAT the Council accede to the request for assignment of the Tavistock Livestock Market lease from Ward & Chowen to Stags subject to:-

- a. The Assignment being on the same terms and conditions as presently applied and the Assignee covenanting directly with the Landlord regarding compliance with the terms of the lease;
- b. The current Tenant
  - i. Entering into an Authorised Guarantee Agreement with the Council in connection with the assignment;
  - ii. Meeting the reasonable legal costs of the Landlord in connection with the assignment;
  - iii. Securing vacant possession of the Market Café prior to the assignment taking effect.
- c. The prospective Assignee demonstrating satisfactory commercial provenance or, if necessary, providing such other assurances as are appropriate.
- d. A condition being applied for use predominately as a Livestock Market and not a day collection centre.

Noted That arising from consideration of the above the Council was advised that appropriate arrangements would be put in place to ensure proper recording of headage/toll figures.

**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 updates, where appropriate, in respect of same.

Noted That arising from consideration of the above reference was made to a communication from the Council's Solicitors regarding a delay in the lodging of an order for costs arising from which it was (subsequent to the Meeting) confirmed that no prior charges have been levied upon the premises in the meantime.

**iv) TOWN HALL STOCK AUDIT**

The Council considered and received the Stock Audit and Analysis Report for the period 29<sup>th</sup> September, 2016 - 4<sup>th</sup> January, 2017.

The Press & Public were readmitted to the Meeting

**223. 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 8.12pm.

Chairman .....

Date.....