

3 December 2013

Dear Councillor

You are summoned to attend a meeting of the Property Committee to be held on Monday 9 December 2013 at 7.00 pm in the Council Chamber, Town Hall, Fore Street, Okehampton.

Yours faithfully

Jane Gillard
Acting Town Clerk

AGENDA

Declarations of Interest - Members are reminded that they should declare any relevant interest regarding items on the agenda.

Items requiring urgent attention - to consider those items which, in the opinion of the Committee Chairman, should be considered by the meeting as matters of urgency (if any). To be taken at the end of the meeting.

1. **Apologies for Absence** - To receive apologies for absence from those Members unable to attend.
2. **Deferment of Business** - For comment by the public.
3. **Members' Questions** - To receive questions from Members regarding the workings of the Committee.
4. **Minutes** - To confirm, approve and sign the minutes of the Property Committee meeting held on 18 November 2013.

5. Matters Arising -

5.1 Council Chamber Furniture including Chairs - To receive an update.

5.2 Council Pictures - To receive an update.

5.3 Open Day - For display of historic assets.

6. Roof above Cinema and Other Work - Clerk to update.

7. Members' Reports - To receive reports from Members attending other organisations on behalf of the Council:

- (i) Chamber of Trade - Councillor Mrs C Marsh.
- (ii) Town Twinning Association - Councillor Mrs J Goffey.
- (iii) Simmons Homes Charity - Councillors M Davies, Mrs C Marsh.
- (iv) Charities of Holditch - Councillors M Davies, Mrs C Marsh, C Letchford.
- (v) Museum of Dartmoor Life - Councillor Mrs J Goffey.
- (vi) Battle of the Bands - Councillors A Leech, R Boyce.