

**Minutes of a Meeting of the Okehampton Town Council Property Committee  
held on Monday 13 January 2014 in the Council Chamber, Town Hall,  
Okehampton at the rising of the Full Council Meeting**

**Committee Members Present:** Councillor Mrs J Goffey (Chair)  
Councillor A Leech (Vice Chair)  
Councillor T Cummings  
Councillor D Weekes  
Councillor M Davies (Town Mayor)  
Councillor Mrs M McDonald (Chair, P & R)

**Other Members Present:**

**In Attendance:** Mrs J Gillard (Deputising for Town Clerk)

- 385. Apologies for Absence** - Apologies for absence were received from Councillor Mrs C Marsh.
- 386. Deferment of Business** - (for comment by the public) - There were no members of the public present.
- 387. Members' Questions** - Councillor A Leech asked if any more flooding of the Council buildings had taken place recently. The Acting Clerk advised the carpet shop had been flooded again due to the downpipe being blocked by hailstones. Councillor Leech recommended that investigations now take place into replacement of the downpipe with an access point at the bottom and a sealed unit at the top. Quotations for work to be obtained.
- 388. Minutes** - The minutes of the Property Committee meetings held on Monday 2 December 2013 and Monday 9 December 2013 were approved and signed by the Chair on the proposition of Councillor A Leech and seconded by Councillor M Davies.
- 389. Matters Arising** -
- 389.1 Council Chamber Furniture** - The Chair advised she had received one quotation for tables and was waiting to receive further ones. It was agreed to make a decision on purchase at next meeting and also to investigate the possibility of obtaining a grant from West Devon Borough Council for the purchase. It was also noted that the health and safety risk assessment for moving the existing tables had been completed, thanks to Councillor A Leech.
- 389.2 Open Day** - It was proposed by Councillor Mrs M McDonald and seconded by Councillor M Davies that a working group be set up to come up with recommendations and arrangements for a potential open day. All Councillors to be emailed asking for volunteers to be part of this group. It was also advised that the Millennium Quilt was not yet hanging in the Sports Hub, Clerk to clarify from minutes of previous meeting if purchase of frame for quilt was agreed by Council previously.

390. **Premises Work including Roof above Cinema** - The Clerk advised the work on the roof above the cinema had not yet been completed due to weather conditions.
391. **Charter Hall Hire by Dog Club** - A letter had been received from the Secretary of the Okehampton and District Canine Society, arrangement for locking and unlocking the Hall for the group needs to change due to a change in their circumstances. It was resolved that the Caretaker be asked to unlock the premises and that the group are left a key to lock up and the key is then returned immediately. It was also agreed that the fee for the group be increased from £42 to £45, proposed by Councillor Mrs J Goffey and seconded by Councillor D Weekes.
392. **Lease Renewal - First Floor Office, Lower Market Hall** - Lease due for renewal 31 March 2014, proposed by Councillor A Leech and seconded by Councillor M Davies to renew the lease at the current rent. All Councillors in agreement.
393. **Members' Reports** -
- (i) Chamber of Trade - no report, Councillor Mrs Marsh attending a meeting tonight.
  - (ii) Town Twinning Association - Councillor Mrs Goffey advised the events for the year had been arranged and she would distribute them to Members.
  - (iii) Simmons Homes Charity - meeting due later this week, two applications had been received for the empty property.
  - (iv) Charities of Holditch - no meeting.
  - (v) Museum of Dartmoor Life - no update.
  - (vi) Battle of the Bands - no report.
394. **Urgent Item for Discussion - Sale of Chandeliers** - It was agreed to sell the chandeliers at Pyles Auction in Hatherleigh with a reserve of £100 each. Proposed by Councillor Mrs M McDonald and seconded by Councillor A Leech. All Councillors in favour.

Meeting closed at 8.45 pm.

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**Councillor Mrs J Goffey**  
**Chairman**