

31 March 2014

Dear Councillor

You are summoned to attend a meeting of the Property Committee to be held on Monday 7 April 2014 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.

**Urgent items - items for information only can be brought to the attention of the Committee at the discretion of the Chairman at the end of the meeting.
No decision can be taken on items not detailed on the published agenda.**

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 10 February 2014.
5. **Matters Arising** -
 - 5.1 **Council Chamber Furniture** - Clerk to update.

- 5.2 **Charter Hall Valance** - Clerk to update.
6. **Hanging System** - Chair to report.
7. **Charter Hall Hire Charges** - To consider request in letter from Kalahari Clothing (copy attached).
8. **Property Repair Issues/Updates** - Chair/Clerk to report current position.
9. **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.