

**Minutes of Okehampton Town Council Property Committee Meeting held
remotely on Monday 15th March 2021 at 7pm**

Committee Members Present: Councillor J Goffey (Chairman)
Councillor C Marsh (Chairman, Parks)
Councillor T Leech (Chairman, Planning)
Councillor B Tolley (Chairman, Policy & Resources)
Councillor J Yelland (Mayor)
Councillor C Holt
Councillor D Sanger
Councillor D Travers
Councillor A Wood

Other Members Present: Councillor T Abbots
Councillor M Ireland
Councillor P Jessop
Councillor B Matravers

In Attendance: Mrs E James (Town Clerk)
1 Member of the Public

756 **Apologies for Absence** – None

757 **Deferment of Business** – None

758 **Members' Questions** – None

759 **Minutes** - The minutes of the Property Committee meeting held on 18th January 2021 were approved for signing at a later date by the Chairman on the proposition of Cllr Tolley, seconded by Cllr Holt.

760 **Matters Arising**

760.1 **'Oakehampton' Clock** – The Clerk reported that the clock would be delivered when the pandemic situation allowed.

761 **Property and Equipment Repairs/Updates** – The Committee noted the following reports:

761.1 **Charter Hall and Chamber Chairs** – Delivery of parts had been delayed due to COVID19.

761.2 **Charter Hall Kitchen Status** – The Clerk reported that the change of status to full preparation was on hold until the roofing work had been completed.

761.3 **Charter Hall Water Boiler** – It was noted that a boiler had been purchased and an electrician would be needed to connect it to the electricity supply.

761.4 **Market Street Lease** – A response in relation to a request for an extension of the lease for the public toilets was awaited from WDBC.

(A member of the public arrived)

Recent vandalism to the facility was noted.

Action

- 761.5 Boiler Room Roof Leak** – It was noted that a temporary repair had been carried out ahead of replacement as part of the Charter Hall roof project and that the redundant chimney was in need of repair or removal.
- 761.6 Town Hall Lift** – It was noted that the six-monthly maintenance visit had been carried out and the annual insurance inspection had been undertaken earlier that day.
- 762 Bookings** –
- 762.1** No bookings had taken place with the exception of NHS Blood Donor sessions and the Charter Hall was being used by WDBC for Elections in May.
- 762.2** On the proposition of Cllr Leech seconded Cllr Tolley, it was **RESOLVED** not to increase the hire fees for 2021/22 and for the ongoing Clerk’s discretion for fees in relation to multiple bookings and regular hirers.
- 763 Charter Hall Alcohol Sales Booking Requests** – No requests
- 764 Roof Replacement Project** – Cllr Goffey reported that a survey of the Charter Hall ventilation system had been undertaken. The report submitted would be considered by the working group and a recommendation made to full Council.
- The appointment of a CDM Principal Designer was required to be made and would be reviewed by the working group and recommendation made to full Council.
- 765 Payment of Invoices** – Cllr Leech declared a personal interest in the payment of the grant to the Ockment Centre being a Trustee.
- On the proposition of Cllr Goffey, seconded by Cllr Wood, (1 abstention) the schedule of payments was **APPROVED**.
- 766 Members Reports and Requests for Agenda Items -**
- 766.1 Museum of Dartmoor Life** – Cllr Goffey reported that filming would be undertaken in the museum and on Dartmoor and it was anticipated it would be ready for publication at Easter.
- 766.2 Okehampton Carnival Committee** – Cllr Holt advised that there had not been any meetings to report upon.
- 766.3 DALC County Committee** – Cllr Goffey advised that a meeting was being held the following week that she would attend if possible.
- 766.4 Police Council Advocate Scheme** – Cllr Goffey reported that invitations to join the PCC were usually received with less than 24 hours’ notice.
- 766.5 Devon Climate Emergency Group** – Cllr Goffey was attending relevant meetings and the proposal for a cycle path between Okehampton and Sticklepath was noted.

PART TWO ITEMS

It was **RESOLVED** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of sensitive and confidential information. Proposed by Cllr Leech, seconded by Cllr Holt.

(The member of the public, Cllr's Abbotts, Ireland and Matravers left the meeting)

767 **Council Chamber Leak** – Cllr Yelland declared a pecuniary interest and left the meeting for this item of business.

On the proposition of Cllr Travers, seconded Cllr Wood, it was **RESOLVED** to appoint the contractor who had submitted the most appropriate quotation and was in line with work previously carried out to the other chimney.

The meeting was taken out of Part Two and decisions taken ratified on the proposition of Cllr Leech, seconded Cllr Marsh.

The meeting was closed at 7.43pm

Councillor J Goffey
Chairman