



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
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Emma James
Town Clerk

29th November 2021

You are summoned to attend a, extra ordinary meeting of the Property Committee to be held on Monday 6th December 2021 at 7.45pm (or the arising of the Policy & Resources Committee meeting, whichever later) in the Charter Hall, Market Street, Okehampton.

Committee Membership consists of the following, other Members may attend but are unable to vote:

Cllr Wood (Chairman)
Cllr Goffey (Vice-Chairman)
Cllr Holt
Cllr Yelland

Cllr Tolley (Mayor)
Cllr Ireland (Chairman, Planning)
Cllr Sanger (Chairman, Policy & Resources)
Cllr Travers (Chairman, Parks)

Yours faithfully

E James

Emma James
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 meetings held on 8th and 15th November 2021.
5. **Market Street Public Toilet Lease** – To receive an update from the Clerk in relation to the extension of the lease for the facility, which expires on 17th December 2021, and to resolve if to continue to manage the facility until the extension is agreed by both parties.

6. **Charter Hall Roof Replacement Project** – To receive an update and resolve any actions required.

PART TWO

Items which may be taken in the absence of the press and public.

The Committee is recommended to pass the following resolution:

'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 items as they involve the likely disclosure of sensitive and confidential information.'

7. **Lease Renewal, Lower Market Hall** – To resolve to renew the lease, which expires on 31st December 2021, and the associated rent to be charged

8. **Charter Hall Invoice** – To consider a report from the Clerk and resolve to approve a revised invoice