

**Minutes of Okehampton Town Council Property Committee Meeting held  
on Monday 14<sup>th</sup> February 2022 at 7pm in the Charter Hall, Market Street, Okehampton**

**Committee Members Present:** Councillor A Wood (Chairman)  
Councillor M Ireland (Chairman, Planning)  
Councillor D Sanger (Chairman, Policy & Resources)  
Councillor B Tolley (Mayor)  
Councillor J Goffey  
Councillor C Holt  
Councillor J Yelland

**Other Members Present:** Councillor T Abbots  
Councillor G Button  
Councillor P Jessop  
Councillor T Leech  
Councillor C Marsh

**In Attendance:** Mrs E James (Town Clerk)  
Place Architects

	<b>Action</b>
<b>706</b> <b><u>Declarations of Interest</u></b> – None	
<b>707</b> <b><u>Apologies for Absence</u></b> – Apologies tendered by Cllr Travers due to family matters were approved on the proposition of Cllr Sanger, seconded Cllr Ireland.  (Cllr Button arrived)	
<b>708</b> <b><u>Deferment of Business</u></b> – A presentation was given by Place Architects about the roof investigation that had taken place. The priority work included removal of the air extraction ductwork from the flat roof to enable the replacement of the roof, relocation of the ductwork in the Charter Hall ceiling void, removal of the redundant boiler chimney and re-slating of both elevations of the Charter Hall roof. Tenders were about to be sought and it was anticipated that work would take at least 4 months to complete.	
<b>709</b> <b><u>Members' Questions</u></b> – None	
<b>710</b> <b><u>Charter Hall Roof Project</u></b> – The Clerk advised that the Roof Working Group would need to meet within the coming weeks to consider actions that would need to be taken, including liaison with neighbouring properties, parking and storage. Persons who had hired the Charter Hall from May onwards would be informed of the potential cancellation of their booking as soon as possible.	

The meeting was closed at 7.42pm.

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**Councillor A Wood**  
**Chairman**