

**Minutes of Okehampton Town Council Property Committee Meeting held
on Monday 14th March 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 T Leech
Councillor B Matravers

In Attendance: Mrs E James (Town Clerk)

- | | Action |
|---|---------------|
| 815 <u>Declarations of Interest</u> – None | |
| 816 <u>Apologies for Absence</u> – Apologies tendered by Cllr Travers due to ongoing matters were approved on the proposition of Cllr Ireland, seconded Cllr Holt.

Apologies from Cllrs Marsh and Jessop who were not members of the Committee were noted. | |
| 817 <u>Deferment of Business</u> – None | |
| 818 <u>Members' Questions</u> – None | |
| 819 <u>Minutes</u> - The minutes of the Property Committee meetings held on 24 th January and 14 th February were approved for signing by the Chairman on the proposition of Cllr Ireland, seconded by Cllr Yelland, with an amendment to Min Ref 632.2 correcting the seconder from Cllr Goffey to Cllr Wood. | |
| 820 <u>Property and Equipment Repairs/Updates</u> – The Committee noted the following reports: | |
| 820.1 Charter Hall Hot Water Boiler – It was noted that a replacement boiler had been obtained and installed, and that it was anticipated the council would be reimbursed for costs incurred in relation to the faulty boiler. | |
| 821 <u>Bookings</u> – The list of bookings previously circulated for May, June and July 2022, subject to the commencement date of the roofing work, were noted. | |
| 822 <u>Public Toilets</u> | |
| 822.1 Fairplace – It was noted that the rainwater downpipes needed replacement. | |
| 822.2 Market Street – The Clerk reported that WDBC had agreed to fund the repair and maintenance work for which a date was awaited. | |
| 823 <u>Charter Hall Roof Replacement Project</u> – The closing date for expressions of interest was coming up and the working group would next be meeting with the Project Manager on 24 th March. | |

824 **Town Hall Roof** – The Clerk reported that there were slates on the front elevation that had been dislodged in recent storms and needed repair. Cllr Leech suggested that refixing was not urgent as the roof was felted and they should be left until such time as scaffolding was required for other purposes. No action was resolved.

825 **Reception Security** – The Clerk reported that following incidents involving irate and unpleasant visitors to the office quotations to improve security in the reception area were being sought for consideration of the Committee.

Clerk

826 **Payment of Invoices** – Cllr Tolley declared an interest having submitted a claim for expenses.

On the proposition of Cllr Holt, seconded by Cllr Yelland (1 abstention), the schedule of payments was **APPROVED**, noting that the schedule contained an error.

827 **Members Reports and Requests for Agenda Items** -

827.1 **Museum of Dartmoor Life** – Cllr Goffey reported that interviews had been conducted and two new Trustees appointed.

827.2 **Okehampton Carnival Committee** – The Committee noted that Cllr Holt had resigned from her role as council representative and the role would be reviewed in May.

827.3 **DALC County Committee** – Cllr Goffey reported that the committee had met and there were several sub-committees working on different matters including speed limits and housing.

827.4 **Police Council Advocate Scheme** – Cllr Goffey advised that a meeting was being held the following week.

827.5 **Devon Climate Emergency Group** – Cllr Goffey reported that work was ongoing. Okehampton Town Council's Climate working group was investigating the water refill scheme which some businesses in the town had already signed up to.

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 involved the likely disclosure of sensitive and confidential information. Proposed by Cllr Ireland seconded by Cllr Tolley.

Cllr Yelland declared a pecuniary interest in Min Ref 830.

828 **Market Street Office Lease Renewal** – The Clerk reported that the lease had been issued as conditions had been met.

829 **Intruder Alarm** – On the proposition of Cllr Goffey seconded Cllr Tolley it was **RESOLVED** to replace the main panel at a cost of approximately £320, subject to this not changing its protocols and restrict future maintenance to one company.

Clerk

(Cllr Yelland left the meeting)

830 **Lower Market Hall Roof Repairs** – The quotations were considered and on the proposition of Cllr Goffey, seconded Cllr Wood, it was **RESOLVED** to appoint WJ Avery whose written quotation gave best value.

Clerk

On the proposition of Cllr Ireland, seconded Cllr Holt it was **RESOLVED** to move out of part 2 and ratify decisions made therein.

The meeting was closed at 7.30pm

Councillor A Wood
Chairman

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