



Okehampton Town Council

Town Hall
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Paul R Snell
Town Clerk

4 August 2014

Dear Councillor

You are summoned to attend a meeting of the Property Committee to be held on Monday 11 August 2014 at 7.00 pm in the Council Chamber, Town Hall, Fore Street, Okehampton.

Yours faithfully

Paul R Snell
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 14 July 2014.
5. **Matters Arising** –
 - 5.1 **Charter Hall Valance** - Chairman to report.
 - 5.2 **Leases - Meeting with Merlin Cinemas MD** - Clerk to report.
6. **Council Chamber Furniture** - Chairman to report.
7. **Picture Hanging System** - Chairman/Clerk to report.
8. **Property Repairs and Updates** - Chairman/Clerk to update.
9. **Review of Polling District & Polling Places** – Opportunity to confirm the offer of Charter Hall as a suitable polling station.
10. **Promotion of Council Chamber through Open Sessions** – Clerk to introduce.
11. **Hall Bookings** - Summary of Charter Hall hirings for August-September 2014. Clerk to report.
12. **Members' Reports** - To receive reports from Members attending other organisations on behalf of the Council:
 - 12.1 **Battle of the Bands** - Councillor A Leech, Councillor Mrs J Yelland.
 - 12.2 **Museum of Dartmoor Life** - Councillor Mrs J Goffey.
 - 12.3 **Town Twinning Association** - Councillor Mrs J Goffey.