

**Minutes of a meeting of Okehampton Town Council held on  
Monday 4<sup>th</sup> April 2022 at 7pm in the Charter Hall, Market Street, Okehampton**

**Members Present:** Councillor B Tolley (Mayor)  
 Councillor D Sanger (Deputy Mayor)  
 Councillor M Ireland (Chairman, Planning Committee)  
 Councillor A Wood (Chairman, Property Committee)  
 Councillor T Abbots  
 Councillor G Button  
 Councillor J Goffey  
 Councillor C Holt  
 Councillor T Leech  
 Councillor C Marsh  
 Councillor B Matravers  
 Councillor J Yelland

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

**Action**

**860** Declarations of Interest – None

**861** Apologies for Absence – Apologies tendered by Cllrs Jessop, and Travers were **approved** on the proposition of Cllr Holt, seconded Cllr Ireland.

**862** Deferment of Business – None

**863** Members Questions – None

(Cllr Button arrived)

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 Yelland.

**864** Charter Hall Roofing Project – The Clerk provided an update on progress including the procurement of slates and the delivery timeframe of 14-16 weeks from placing the order. The impact of this on the projected timescales was awaited.

On the proposition of Cllr Leech, seconded Cllr Wood it was **RESOLVED** to approve the quotation from 3de for the mechanical services design at the cost of £3,350, no other quotations had been sought because the contractor had been working on the project and the timescale for this element of the work was short.

Clerk

On the proposition of Cllr Leech, seconded Cllr Wood it was **RESOLVED** to approve additional Project Managers fees for the roofing design element of the work at £1,999.50.

Clerk

A quotation had been received for the structural engineering design for the walkway above the suspended ceiling of the Charter Hall, the Project Manager had advised that a further quotation was being sought. On the proposition of Cllr Tolley, seconded Cllr Ireland it was **RESOLVED** to delegate authority to the Clerk, following consultation with members of the working group, to appoint the contractor who best provided both value for money and was able to undertake the work within the required timescale.

Clerk

On the proposition of Cllr Ireland, seconded Cllr Tolley, it was **RESOLVED** to move back into Part 1 and ratify the decisions made therein. The meeting was closed at 7.10pm

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**Councillor Tolley**  
**Mayor**

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