



Okehampton Town Council

Town Hall
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Paul R Snell
Town Clerk

1 September 2014

Dear Councillor

You are summoned to attend a meeting of the Property Committee to be held on Monday 8 September 2014 at 7.45 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 11 August 2014.
5. **Matters Arising** –
6. **Council Chamber Furniture** - Chairman to report.

7. **Picture Hanging System** - Chairman/Clerk to report.
8. **Erection of Photovoltaic panels on Charter Hall Roof** - Consideration of request for extension of permission.
9. **Property Repairs and Updates** - Chairman/Clerk to update.
 - 9.1 **Archive Room** - status report on cracks. Councillor Leech to report.
 - 9.2 **Tap Leaks** - Clerk to report.
 - 9.3 **Council Chamber Windows** - Clerk to report.
 - 9.4 **Contracts various** - Clerk to report on status of existing maintenance and utilities contracts.
10. **Power Saving and Possible Retro-fitting of Council Buildings** - Councillor Leech to introduce item.
11. **Promotion of Council Chamber through Open Afternoon Sessions** - Review of initial session and consideration of further dates.
12. **Hall Bookings** - Summary of Charter Hall hirings for September-October 2014.
13. **Members' Reports** - To receive reports from Members attending other organisations on behalf of the Council:
 - 13.1 **Battle of the Bands** - Councillor A Leech, Councillor Mrs J Yelland.
 - 13.2 **Museum of Dartmoor Life** - Councillor Mrs J Goffey.
 - 13.3 **Town Twinning Association** - Councillor Mrs J Goffey.

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.’

14. **Review of Short-Lease Property Arrangements** - Clerk to report.