

**Minutes of a Meeting of the Okehampton Town Council Property Committee
held on Monday 9 June 2014 in the Council Chamber, Town Hall, Okehampton
at 7.00 pm**

Committee Members Present: Councillor Mrs J Goffey (Chairman)
Councillor Mrs J Yelland (Vice Chairman)
Councillor Revd M Davies
Councillor A Leech
Councillor C Letchford
Councillor P Vachon (Town Mayor)
Councillor Mrs M McDonald (Chairman, P & R)

Other Members Present: Councillor T Cummings
Councillor Dr M Ireland
Councillor B Stephens

In Attendance: Mr P R Snell, Town Clerk

61. **Apologies for Absence** - Apologies for absence were presented on behalf of Councillors D Weekes and Mrs C Marsh.
62. **Deferment of Business** - (for comment by the public) - There were no members of the public present.
63. **Members' Questions** - None.
64. **Minutes** - The minutes of the Property Committee meeting held on Monday 7 April 2014 were approved and signed by the Chairman on the proposition of Councillor Mrs McDonald and seconded by Councillor Mrs Yelland.
65. **Matters Arising** -
 - 65.1 **Council Chamber Furniture** - The Chairman reported that the Council's interest had been lodged with West Devon Borough Council, should relevant disposals be made in the near future. However, it seemed likely that the sort of conference tables the Council were seeking would not be readily available and that further information on a bought-in solution should be pursued. It was agreed to forward the link for the quote that had been obtained earlier and to enquire about the possibility of delivering a table for viewing.
 - 65.2 **Charter Hall Valance** - The Chairman reported that the valance had now been passed to a colleague of the original repairer due to pressure of work. The cost per hour would be the same. The Committee noted this development
66. **Hanging System** - The Chairman reported on two examples of exhibition hanging systems, one example of which had been brought to the meeting. After discussion, it was agreed to check out the system that was used at the Ockment Centre, and possibly borrow elements, before purchasing the *Stas* hanging system. The resulting purchase was agreed in principle on the proposition of the Chairman, seconded by Councillor Leech.

67. Property Repair Issues and Updates -

- (i) Lower Market Hall Roof Leak - The Clerk reported that the downpipe had been flushed through and debris cleared. A dirt trap had been put in place and was being checked on a regular basis. Further preventative action would be the cleaning of moss from the remaining roof sections and the Clerk had been in contact with the Red Lion Centre management to co-ordinate cleaning of roofs later in the year. The Clerk reminded the Committee that, due to the routing of the drain under the Merlin Cinema, it was inaccessible and it would not be possible to confirm the clearway, hence the need for routine testing.
- (ii) Flat Roof (Red Lion Yard side) – The Clerk had arranged for the re-felting of this roof to be carried out later in the month by the contractor originally engaged to carry out the work.
- (iii) Chamber window to Fore Street – It was noted that the Council Chamber window repair had not yet been finished. The Clerk would remind the contractor.

68. Use of Council Chamber by Courtenay Players – The Clerk brought a request from the Courtenay Players that the Council consider allowing the use of the Council Chamber as a changing room during productions involving children, the first being 16-20 June 2014. In February, the players had used the Town Council's administrative offices, and this was agreed to be unacceptable practice for the future. The Committee wished to support the Players and maintain their booking, and agreed to the request subject to the Players ensuring that they exercised supervision over the children, who were permitted to use the Committee Room and Mayor's Parlour, while adults may use the Council Chamber, that the Council continue to hold meetings undisturbed on Mondays and that there were no adverse insurance issues.

69. Charter Hall Bookings Summary – The Clerk provided a brief summary of Charter Hall bookings for June and July. The Committee agreed this was an informative report and asked that the practice be continued.

70. Members' Reports -

- (i) Battle of the Bands – Councillor Mrs Yelland said she had not been informed of any meetings.
- (ii) Museum of Dartmoor Life – Councillor Mrs Goffey reported that the Museum had been very busy, with daily visitor number between 30 – 50. Many were also looking for information on accommodation and attractions.
- (iii) Town Twinning Association – Councillor Mrs Goffey reported that the French Association were due to visit in late August, when there would be a number of events inviting public involvement.

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 items as they involve the likely disclosure of sensitive and confidential information. Proposed by Councillor Leech and seconded by Councillor Vachon with all in favour.

71.(i) *Kalahari Pop-Up Shop*

(ii) *Roof/downpipe leak at Countryside Furnishers*

(iii) *Merlin Cinema Rent Deposit*

(iv) *Offer of John Nollte Okehampton Clock*

Meeting closed at 8.00 p.m.

Councillor Mrs J Goffey
Chairman