



Okehampton Town Council

Town Hall
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Paul R Snell
Town Clerk

7 October 2014

Dear Councillor

You are summoned to attend a meeting of the Property Committee to be held on Monday 13 October 2014 at 7.00 pm in the Council Chamber, Town Hall, Fore Street, Okehampton.

Yours faithfully

Paul Snell

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 8 September 2014.
5. **Matters Arising** –
 - 5.1 Open Afternoon – Wednesday 29 October
6. **Council Chamber Furniture** – To agree a process for selection of table finish and to determine an outcome. Chairman to lead.
7. **Property Repairs and Updates** - Chairman/Clerk to update.
 - 7.1 **Council Chamber Windows** – Clerk to report.
8. **Energy Efficiency measures** – To review summary report produced in April/May 2012 – discussion of procedure for taking forward recommendations and establishing priorities for action.
9. **Hall Bookings** - Summary of Charter Hall hirings for October-November 2014.
10. **Members' Reports** - To receive reports from Members attending other organisations on behalf of the Council:
 - 10.1 **Battle of the Bands** - Councillor A Leech, Councillor Mrs J Yelland.
 - 10.2 **Museum of Dartmoor Life** - Councillor Mrs J Goffey.
 - 10.3 **Town Twinning Association** - Councillor Mrs J Goffey.