

**Minutes of a Meeting of the Okehampton Town Council Property Committee
held on Monday 13 October 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 C Letchford
Councillor P Vachon (Town Mayor)
Councillor A Leech (Chairman, Planning)
Councillor Mrs M McDonald (Chairman, P & R)

In Attendance: Mr P R Snell, Town Clerk

270. **Apologies for Absence** - Apologies for absence were presented on behalf of Councillors M Davies, Mrs C Marsh and D Weekes.
271. **Deferment of Business** - (for comment by the public) - There were no members of the public present.
272. **Members' Questions** - None.
273. **Minutes** - The minutes of the Property Committee meeting held on Monday 8 September 2014 were approved and signed by the Chairman on the proposition of Councillor Mrs McDonald, seconded by Councillor Leech, with all in favour.
274. **Matters Arising** -
- 274.1 **Open Afternoon, Wednesday 29 October** - Councillors were requested to volunteer for one hour slots during the Open Afternoon. The Clerk confirmed that an email had been sent out requesting Members to cover this period. A press release had been issued, and the Mace Bearers were available for the afternoon.
275. **Council Chamber Furniture** - The Chairman noted that there was no clear preference in favour of any particular table finish for the boardroom solution currently under consideration. It was agreed to initiate a further search for a higher quality wood veneer finish. The Chairman agreed to research further possibilities.
276. **Property Repairs and Updates** -
- 276.1 **Council Chamber Windows** - The Clerk reported on two quotations received to ease and repair all the windows. After discussion it was agreed to pursue a dialogue with one possible contractor on the basis of dealing with one window at a time to assess the state of repair. It was proposed by Councillor Letchford that Mr Thompson be asked to re-quote for working on two sash windows to render them openable, seconded by Councillor Leech with all in favour.
- 276.2 **Downpipe** - The Clerk reported that the downpipe at the south west corner of the Town Hall exterior had been subject to attempted theft and vandalism. He had researched possible contractors and suggested South Devon Leadwork to effect an

emergency repair and await a full quotation for repair or replacement. The Committee approved the action.

276.3 Charter Hall Valance - The Clerk reported that there was still no contact with Dr Crawford and he had now written a letter to progress the damaged valance.

277. Energy Efficiency Measures - The Clerk reported that he had contacted DARE for an updated report of the recommendations arising out of the 2012 study. Councillor Leech reported that, from a planning point of view, there was no possibility of extending the existing time limit for the installation of solar PV panels on the Charter Hall roof. In consequence Councillor Leech proposed that a new planning application be made once all the information was at hand. The proposal was seconded by Councillor McDonald and agreed by all.

278. Hall Bookings - The Committee noted the summary of hall bookings for October and November 2014, further noting that Wednesdays and Thursdays were generally quiet. Members agreed the desirability of holding regular open afternoons to show off both the Chamber and the Hall and its paintings.

279. Members' Reports -

- (i) **Battle of the Bands** - Councillor Yelland reported that a recent meeting provided good cause to hope that a new committee may take this event forward. Councillor Leech was working on risk assessments and West Devon Borough Council had agreed to provide some support on health and safety issues.
- (ii) **Museum of Dartmoor Life** - Councillor Goffey reported that the Museum would remain open until the end of November, and a World War I exhibition mounted by the Primary School had proven to be very successful. Councillor McDonald proposed that Mr Andrew Thompson be invited to give a presentation to the Council on the future plans for the Museum (and Tourist Information Point) to include accounts and business plan. The proposal was seconded by Councillor Yelland and agreed.
- (iii) **Town Twinning Association** - Councillor Goffey reported that the return visit to Craon would take place over the next May bank holiday. A seat on the exchange visit for the Mayor had been reserved.

The meeting was closed at 8.20 pm.

Councillor Mrs J Goffey
Chairman