



Okehampton Town Council

Town Hall
Fore Street
Okehampton
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Paul R Snell
Town Clerk

21 April 2015

Dear Councillor

You are summoned to attend a meeting of the Property Committee to be held on Monday 27 April 2015 at 7.00 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 23 February 2015.
5. **Matters Arising** -
 - 5.1 **Council Chamber Furniture** - Purchase order submitted and awaiting date for delivery.

- 5.2 **Town Centre Wi-Fi Proposal** - Clerk to report.
- 5.3 **Installation of Washbasin** - alternative location. Clerk to report.
- 6. **Condition Report and Energy Saving Review** - Chairman to report on Working Group.
- 7. **Discussion Subject** - Inclusion on the website of images of past mayor portraits and town council artworks?
- 8. **Property Repairs and Updates** - Chairman/Clerk to update.
 - 8.1 **Downpipe at front of building.**
 - 8.2 **Replacement of CD player.**
 - 8.3 **Council Chamber windows.**
 - 8.4 **Repainting of corridors, landing and stairways** - in-house work progressing.
 - 8.5 **Update of Mayoral Boards.**
 - 8.6 **Charter Hall Roof** - initial meeting with builder.
- 9. **Hall Bookings** -
 - 9.1 **Summary** of Charter Hall hirings for May & June 2015.
 - 9.2 **Request for hiring: Hall, Chamber and Committee Room** - Courtenay Players from 13-20 February 2016.
- 10. **Members' Reports/Reminders for Agenda Items** - 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.