

**Okehampton Town Council
Property Committee 18th May 2026
Meeting Report**

Date:	18 th May 2026
Name:	Rosi Wills

Window Replacements

After meeting with architects, they have made following notes:

- Intend to apply for double glazed units, with acoustic glass in offices and Chamber. This may negate the need for secondary glazing at all
- The current secondary glazing has contributed to some of the problems as it has failed and not been able to be opened so there has been no airflow around the existing wooden window frame, exacerbating damp and rot issues
- Currently finding WDBC, in particular, are rejecting more applications
- The main objections from Heritage Officer against double glazing are not in line with wider English Heritage guidance which does support double glazing in listed buildings, when viewing the building holistically
- Appeal process can be lengthy but they don't see why we wouldn't be able to get what we want and need.

Decisions required

1. Type of wood to be used in the window frames
 - Softwood - 20 years
 - Accoya (treated softwood) - 50 year warranty
 - Hardwood - 40- 60 years depending on species.

2. Are you happy to go ahead with application for slimline double glazing, and potentially needing to appeal the decision?
Or, apply for single glazing, which the pre-application advice views more favourably, and still need to install secondary glazing?

Architect Recommendation

1. Accoya treated wood – has been in use since ~90s and is the only option with a warranty.
2. Apply for double glazing and appeal if necessary.

Appendix

[Architect Concept Notes](#)

Potential Farmers Market

Devon Regeneration Board (part of DCC) are looking to restart a Farmer's Market in Okehampton. They ran a consultation in March and they have some funding available, and community interest to support running pilots of a Farmers Market in Okehampton.

One of their suggested ideas is to work with the existing market in Red Lion Yard and allow for expansion and undercover area by including the Charter Hall as space for traders. They would charge the stallholders a fee for their table to cover the cost of the Hall hire at our commercial rates of £20 per hour.

The pilot scheme is hoped to run once a month, preferably on a Saturday from June to September. If the market was proven viable, the Devon Regeneration Board would hand over the reins to a local party to continue management in the long term.

Red Lion Yard are on board, as long as none of the stallholders are directly competing with their permanent stores.

Currently, the Charter Hall does have some availability to accommodate a pilot over the summer without impacting Charity Coffee Mornings – as July and August are generally a quieter period. I have explained to DCC that Saturday mornings are a valuable asset both to fundraising organisations running Coffee Mornings and to the community members who attend, OTC offers this at a subsidised rate (£36 for 4 hours) which doesn't cover the costs of setting up and staffing the event. They have said they are open to finding ways to continue supporting charitable elements of our current Saturday morning schedules. One suggestion would be for fundraisers to still run the kitchen in Charter Hall without having to arrange their own stallholders, but there may be better ways of incorporating this if the idea took off in the long term.

Questions:

Is this something OTC would be interested in allowing in Charter Hall?

Any thoughts on other ways to support local charities if this were something to go forward?

Would OTC be willing to reduce coffee mornings to three per month if there were a regular monthly market in future? Would OTC be willing to block out a monthly Saturday whilst the feasibility data is studied?

Any specific questions you want answered by DCC before committing?