



Town Hall
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Okehampton
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Okehampton Town Council

**Minutes of an Okehampton Town Council Property Committee meeting held on
Monday 5th October 2026 at 6.30pm in the Council Chamber, Town Hall, Okehampton**

Cllr L Bird (Chairman)
Cllr A Fisher (Vice-Chairman)
Cllr T Cummings
Cllr C Marsh
Cllr D McNeill

Cllr B Tolley (Chairman, Parks)
Cllr J Yelland (Chairman, Policy & Resources)

In Attendance:

Mrs E James (Town Clerk)
Miss R Wills (Facilities Officer)

Absent:

The meeting was livestreamed through the Council Facebook page.

277. Apologies for Absence

On the proposition of Cllr Tolley, seconded by Cllr Fisher it was **RESOLVED** to approve apologies tendered by Cllr Holt (illness), Cllr Colman (illness) and Cllr Leech (illness).

278. Declarations of Interest

None.

279. Public Participation

None.

280. Members' Questions

It was commented that there were no waste bins at the Interchange Station bus stop.

281. Minutes

On the proposition of Cllr Tolley, seconded by Cllr Cummings it was **RESOLVED** to approve the minutes of the Property Committee meeting held on 13th July 2026 for signing by the Chairman.

282. Facility Hire

282.1 Bookings

The summary of bookings for October, November and December 2026 was noted.

282.2 Premises Use

(Cllr Yelland arrived)

Consideration was given to the future use of facilities. It was agreed that reopening of the Charter Hall kitchen was the priority and that all types of events should be catered for.

283. Charter Hall and Town Hall

283.1 Alcohol Sales

The following applications to sell alcohol under the Premises Licence had been approved by the Facilities Officer in consultation with either the Committee Chairman or Vice-Chairman

- 26th September RBL Dinner Dance
- 23rd October Bingo
- 28th November Birthday Party
- 11th December Eddie Kingdom Jazz Performance
- 19th December Birthday Party/Fundraiser

283.2 Martyn's Law (Terrorism Protection of Property) Act 2025

(Cllr McNeill arrived)

The risk assessment and evacuation procedure were noted.

283.3 Window Replacement and Repair Work

A bat and bird survey had been completed, and submission of the planning application was anticipated later in October.

283.4 Mayoral and Chamber Chairs Refurbishment/Repair

On the proposition of Cllr Marsh, seconded by Cllr Cummings it was **RESOLVED** to refurbish the Mayoral Chair in navy blue fabric.

283.5 Charter Hall

Replacement of tables and chairs was debated. It was suggested that 160 chairs be purchased instead of 150 so that there were spares available and they be navy blue. Tables needed to be suitable for all uses, including coffee mornings and corporate events. Options and quotations to be obtained for consideration.

283.6 Charter Hall Foyer

On the proposition of Cllr Fisher, seconded by Cllr Cummings it was **RESOLVED** to add £5,000 to the 2027/28 budget for the provision of a storage unit/display counter in the Foyer.

284. Public Toilets

Cllr Cummings outlined a proposal to improve and modernise Fairplace public toilets to include provision for those with disabilities, solar panels, a secure storage unit for cycles and charging points for cycles/mobility scooters. It was noted that the Lease for the public toilets in Market Street was due to expire in 2028 and the cost of this facility could be put towards refurbishment of Fairplace toilets.

On the proposition of Cllr Cummings, seconded by Cllr Marsh it was **RESOLVED** to add an Earmarked Reserve of £10,000 to the 2027/28 budget towards this project.

285. 2027/28 Budget

Feedback arising from a budget workshop held on 1st September which reviewed the Committee's budget responsibilities for the current year and initial requirements for 2027/28 was considered. It was **agreed** that the additional expenditure as resolved at min references 283.6 and 284 be added.

286. Members Reports and Requests for Agenda Items

286.1 Dartmoor Railway Association

Cllr Fisher now represented the group at the Rail Forum meetings.

286.2 Museum of Dartmoor Life

Cllr Bird had attended the Trustees meeting on 25th September, it was imperative that the Council was able to continue to show its support for the museum. The museum had acquired hoard of coins found in the Hamlets which would be on display the following week.

286.3 North Dartmoor Search & Rescue Team

No report

286.4 Okehampton Hospital/North Dartmoor Health Initiative)

Cllr Cummings had attended health care system event recently about the new initiative which and recommended others attend.

286.5 Transition Town Okehampton

Climate change and fire risk had been a topic of discussion, as had an emergency plan. The Repair Café had been quieter over the summer. A larger event was planned later this month in line with the National Repair Café Day.

PART TWO – CONFIDENTIAL ITEMS

287. On the proposition of Cllr Fisher, seconded Cllr Cummings 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 which are CONFIDENTIAL by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council.

288. Roof Repair

Quotations for roofing repair work to the Boiler Room were considered. On the proposition of Cllr Tolley, seconded by Cllr Cummings it was **RESOLVED** to accept the quotation from Dartmoor Construction for an EPDM Rubber Roofing System at the cost of £3,296

On the proposition of Cllr Tolley, seconded Cllr Fisher it was **RESOLVED** to exit Part 2 and ratify decisions made therein. The meeting was closed at 7.30pm.

Councillor Bird, Committee Chairman