

Okehampton Town Council

Property Committee 5th October 2026

Meeting Report

Date:	29 th September 2026
Name:	Rosi Wills

6.1 Bookings

Booking Name	Group Name	Start Date
WorkWell mental health	Pentreath Ltd	Wed 07/10/2026 08:30
Employment Fair	Business Info Point	Thu 08/10/2026 11:00
Community Links Big Breakfast	Community Links	Sat 10/10/2026 08:30
Fair	Anderton and Rowland Amusements	Sun 11/10/2026 00:00
Carnival Coffee Morning	Okehampton Carnival	Sat 17/10/2026 08:30
Plymouth CAST HT Training	Plymouth CAST	Tue 20/10/2026 08:00
Rotary Club Bingo	Rotary	Fri 23/10/2026 18:00
Mayors Coffee Morning & Youth Council (TBC)	Town Clerk	Sat 24/10/2026 08:30
Registrar		Sat 24/10/2026 12:00
Pulmonary	NHS Pulmonary	Wed 28/10/2026 08:30
Blood Donation	NHS Blood Donors	Fri 30/10/2026 11:30
Courtenay Players Coffee Morning	Okehampton and District Lions Club	Sat 31/10/2026 08:30
Environment Agency		Mon 09/11/2026 09:00
FOOTsteps - Tapathon for Children in Need	Footsteps School of Dance	Sun 15/11/2026 11:45
U3A	Facilities Officer	Tue 17/11/2026 12:00
Clubbercise	clubbercise	Thu 19/11/2026 18:30
Plymouth CAST	Plymouth CAST Multi Academy School Trust	Fri 20/11/2026 08:30
Inner Wheel Coffee Morning	Inner Wheel	Sat 21/11/2026 08:30
Hearts and Hedgehogs		Sat 28/11/2026 08:30
Private Party		Sat 28/11/2026 18:00
PTFA Edwardian evening		Thu 03/12/2026 15:00
Lions Coffee Morning	Okehampton and District Lions Club	Sat 05/12/2026 08:30
Okehampton Primary School PTFA	Okehampton Primary PTFA	Sat 05/12/2026 17:30
Eddie Kingdom Jazz		Fri 11/12/2026 17:30
Okehampton Carnival Committee Coffee Morning	Okehampton Carnival	Sat 12/12/2026 08:30
Okehampton Excelsior Silver Band	Excelsior Silver Band	Sun 13/12/2026 16:15

RBL Branch Coffee

Morning

RBL Branch

Sat 19/12/2026 08:30

70's 80's Night for Jo's

50th

Private Party

Sat 19/12/2026 17:30

7.1 Alcohol Licences

26th Sept RBL Dinner Dance

23rd Oct Bingo

28th Nov Birthday Party

11th Dec Eddie Kingdom Jazz Performance

19th Dec Birthday Party/Fundraiser

7.2 Martyn's Law – Terrorism Act

See attached Risk Assessment and Emergency Procedures

7.3 Window Replacements

Bat and Bird Survey was completed in August with no activity recorded and a potential roost sites around one window. They will suggest mitigation of having an Ecologist on site when works take place at that window, at the back of the band room so not in initial phase of works.

Architect is now preparing planning application for submission to WDBC, expected to take approximately 10-12 weeks from submission to decision.

7.6 Charter Hall Foyer



Consider cabinet/counter against this wall for additional storage e.g. crockery, welcome and signing in to events, displaying items/leaflets.