

**Minutes of the Okehampton Town Council Property Committee held on
Monday 21 December 2015 in the Council Chamber, Town Hall, Okehampton at 8.00 pm**

Committee Members Present: Councillor Mrs J Goffey (Chairman)
Councillor Mrs J Carpenter
Councillor Miss C Holt
Councillor A Leech
Councillor Mrs J Yelland
Councillor P Vachon (Town Mayor)
Councillor Mrs C Marsh (Chairman, Parks)

In Attendance: P R Snell (Town Clerk)

	Action
363 <u>Apologies for Absence</u> - Apologies were presented on behalf of Councillor D Weekes.	
364 <u>Urgent Item</u> - The Chairman reported that Councillor Leech had asked for a public meeting in the Charter Hall with reference to the closure of the Okement Surgery on 22 January 2016.	
365 <u>Deferment of Business</u> - No public presence.	
366 <u>Members' Questions</u> - None.	
367 <u>Minutes</u> - The minutes of the Property Committee meetings held on 9 and 30 November 2015 were approved and signed by the Chairman on the proposition of Councillor Marsh, seconded by Councillor Yelland and agreed.	
368 <u>Matters Arising</u> :	
368.1 Redundant Furniture - The Clerk reported that there had been no interest at all in the large tables and chair set. Having spoken to the auctioneer, the advice was to reduce the reserve on the set, and remove the reserve on the boardroom table. It was agreed to remove the reserve at the auctioneer's discretion on the proposition of Councillor Marsh, seconded Councillor Holt.	
368.2 Refurbishment of first floor WC and Kitchen - The Committee noted that painting was progressing with in-house resources, with the floor covering to be laid in early January.	
368.3 Fees and Charges Review - The Clerk reported that he was in process of devising a model to provide meaningful estimates of hall and room-hire costs. There was discussion on the number of halls and rooms that	

were now available in Okehampton, all competing in the same market.

369 Property and Equipment Repairs -

369.1 Charter Hall Signage - The Chairman reported that Councillor Weekes was also in the process of seeking contractor input. The Clerk had contacted one possible contractor to advise on options for (a) refurbishment of the existing signage and (b) replacement. There was at present no clarity on what sort of replacement the Council may be seeking, hence the need for further options to consider.

370 Bookings - The Committee noted the schedule of bookings for the Town Hall and Charter Hall for January. As there were a number of hire slots available in January, Councillors Goffey and Marsh agreed to arrange an *Open Day* on 30 January to display Council-owned artwork and artefacts.

Cllr Goffey
Cllr Marsh

371 Electricity Supply Contract - The Clerk reported that he had researched alternative suppliers but finally it was the existing supplier who provided the best quotation. The contract has been renewed for 24 months with effect from 1 November 2015 and this will be at a slight reduction to the previous rate.

372 Members' Reports and Requests for Agenda Items -

- (i) Museum of Dartmoor Life - Councillor Goffey reported that the Museum had remained open for Edwardian Evening and was now closed for the winter-season cleaning and refurbishment.

As the agenda item for Part 2 had been covered fully in the earlier Policy and Resources Committee, the meeting was closed at 8.46 pm.

Councillor Mrs J Goffey
Chairman