



Okehampton Town Council

Town Hall
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Okehampton
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Paul R Snell
Town Clerk

5 April 2016

Dear Councillor

You are summoned to attend a meeting of the Property Committee to be held on Monday 11 April 2016 at 8.30 pm (or at the rising of the Parks Committee, whichever is later) 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 8 February 2016.
5. **Matters Arising** –
 - 5.1 **Redundant furniture** - Clerk to report.
 - 5.2 **Charter Hall signage** - Clerk to report.

6. **Property & Equipment Repairs and Updates** - Chairman/Clerk to update.
7. **Hall Bookings** - Summary of Charter Hall hirings for April & May 2016.
8. **Turret Room Development and Toilet Refurbishment** - Clerk to report on consultation with Merlin Cinemas and Conservation Officer (WDBC).
9. **Hire Charges** - Consideration of room and hall hire rates. Clerk to report.
10. **Members' Reports/Reminders for Agenda Items** - To receive reports from Members attending other organisations on behalf of the Council:
 - (i) **Museum of Dartmoor Life** - Councillor Goffey.

PART TWO

Items which may be taken in the absence of the press and public.

The Committee is recommended to pass the following resolution:-

'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 as they involve the likely disclosure of sensitive and confidential information.'

11. **Lease Renewals** - Clerk to report.