

Minutes of the Okehampton Town Council Property Committee held on Monday 8 February 2016 in the Council Chamber, Town Hall, Okehampton at 7.00 pm

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

Other Members Present: Councillor Mrs V Cashing
Councillor R Rush

In Attendance: P R Snell (Town Clerk)

	Action
435 <u>Apologies for Absence</u> - Apologies were presented on behalf of Councillor B Stephens.	
436 <u>Deferment of Business</u> - No public presence.	
437 <u>Members' Questions</u> - None.	
438 <u>Minutes</u> - The minutes of the Property Committee meeting held on 21 December 2015 were approved and signed by the Chairman on the proposition of Councillor Yelland, seconded Councillor Leech and agreed.	
439 <u>Matters Arising</u> :	
439.1 <u>Redundant Furniture</u> - The Clerk reported that there had been no interest at all in the large tables and chair set. In accordance with the Property Committee's previous resolution, the reserve had been removed for entry to the next auction.	
439.2 <u>Refurbishment of first floor WC and Kitchen</u> - The Committee noted that new floor covering had been laid. Two new cupboards would be purchased for installation in due course.	
439.3 <u>Fees and Charges Review</u> - The Clerk reported that work was in progress to make a reasonable assessment of the cost of hiring a room or hall.	Clerk
440 <u>Property and Equipment Repairs</u> - The Chairman reported that a projector stand had now been purchased to facilitate presentations both in the Chamber and in the Charter Hall. An additional microphone had been added to the system in the Charter Hall to facilitate 'questions from the floor' at public meetings and in order to ensure that the chairman of the meeting	

had microphone access at all times.

441 **Bookings** - The Committee noted the schedule of bookings for the Town Hall and Charter Hall for February and March. The Chairman reported that the *Open Day* on 30 January to display Council-owned artwork and artefacts had been successful and expressed thanks for the participation of the Macebearers, Caretaking staff and Mr Cushing.

442 **Merlin Cinemas** - The Clerk reported that further plans had now been received with reference to the proposed third screen on the first floor of the former *Market Hall*. The Committee considered the plans and, on the proposition of Councillor Leech, seconded Councillor Marsh, agreed the proposal in principle subject to clarification of the following points:

- Building Regulations approval concerning fire escape
- Access to the 'projector box'
- Provision for disabled access.

The Clerk would take the matter up with the Planning Authority in the first instance and liaise with Merlin Cinemas.

443 **Committee Room Use** - Councillor Vachon declared an interest. The Community Archive Group had requested use of a room to facilitate the sorting of the photograph archive it had recently taken charge of. The Committee was keen to ensure a consistent approach to room hire by external organisations and it was agreed that, subject to the payment of normal room hire rates, the Committee Room could be made available.

444 **Members' Reports and Requests for Agenda Items** -

- (i) Museum of Dartmoor Life - Councillor Goffey reported that the trustees had agreed to install a plaque to the memory of Robin Brindley, which would be unveiled on 15 June. The winter maintenance programme was continuing and logging in with the new cataloguing system was progressing well.

Clerk

PART TWO ITEMS

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 item as it involves the likely disclosure of sensitive and confidential information. Proposed by Councillor Yelland, seconded by Councillor Leech and agreed.

445 **Lease Renewals**

The meeting was closed at 7.48 p m.

Action

Councillor Mrs J Goffey
Chairman