

**Minutes of a Meeting of the Okehampton Town Council Property Committee**  
**held on Monday 12 August 2013 in the Council Chamber, Town Hall,**  
**Okehampton at 7.00 pm**

**Committee Members Present:** Councillor Mrs J Goffey (Chair)  
Councillor A Leech (Chair, Planning)  
Councillor M Davies (Town Mayor)  
Councillor Mrs C Marsh (Chair, Parks)

**Other Members Present:**

**In Attendance:** Mrs J Gillard (Deputising for Town Clerk)

149. **Apologies for Absence** - Apologies for absence were presented on behalf of Councillor R Boyce, Councillor Mrs M McDonald and Councillor T Cummings.
150. **Deferment of Business** - (for comment by the public) - There were no members of the public present.
151. **Members' Questions** - There were no questions from Members regarding the workings of the Committee.
152. **Minutes** - The minutes of the Property Committee meeting held on Monday 15 July 2013 were approved and signed by the Chair on the proposition of Councillor A Leech, seconded by Councillor M Davies.
153. **Matters Arising** -
- 153.1 **Charter Hall Promotion and Marketing** - The Chair advised that approximately 20 businesses were interested in taking part in the Wedding Fair. It was proposed by Councillor Mrs J Goffey and seconded by Councillor Mrs C Marsh that a charge of £15 be made to each business taking part to cover Caretaker and marketing costs. All Councillors in favour.
- 153.2 **Council Chamber** - Quote obtained from Okehampton Glass Ltd to adapt existing tables to U-shape, cost £1,890 + VAT. Councillors resolved to ask Councillor Cummings to obtain costings for in-keeping second-hand furniture as he had previously offered to do this. To be reviewed again at next meeting.
- 153.3 **Charter Hall/Foyer Toilets** - No update at this stage.
- 153.4 **External Woodwork** - Councillors resolved to obtain two quotes, Okehampton Glass and possibly Dartmoor Conservatories, for repair to the window.
154. **Low Energy Electrics** - It was proposed by Councillor Mrs J Goffey that all electrical replacements should be replaced with low energy alternatives, where this was economical, until the whole system in the building had been gradually replaced. This was seconded by Councillor M Davies, all were in favour.

**155. Members' Reports -**

- (i) Chamber of Trade - Councillor Mrs C Marsh advised a meeting had been held following the BID failure, non-members offered half yearly subscriptions and looking at funding for role of Town Events Manager.
- (ii) Town Twinning Association - Councillor Mrs J Goffey advised trip to France due to take place shortly.
- (iii) Simmons Homes Charity - Councillor Mrs C Marsh advised that no meeting had taken place and that one property was currently vacant.
- (iv) Charities of Holditch - no report.
- (v) Museum of Dartmoor Life - The Chair advised an art exhibition had recently been held in the Gallery, the Endacott Room had now been opened, the accreditation process had been completed and the outcome awaited. No update on future of Tourist Information Centre.
- (vi) Battle of the Bands - Councillor A Leech advised the event had been completed, a meeting was due at the end of the month and funding was required for next year's event.

**PART TWO**

ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF THE PRESS AND PUBLIC ON THE GROUND THAT EXEMPT INFORMATION MAY BE DISCLOSED 9 (if any).

The Committee is recommended to pass the following resolution:-

“On the proposition of Councillor M Davies, seconded by Councillor A Leech, it was resolved that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting for the under mentioned item of business on the grounds that exempt information may be disclosed as defined in the paragraph given below from Part 1 of Schedule 12(A) to the Act”.

Paragraph 9 – Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.

**156. Charter Hall Capital Works**

**156.1 *Update***

**157. Other Property Issues -**

**157.1 *Repair of Roof Above Kitchen***

**157.2 *Roof Above Cinema***

**157.3 *General Reporting and Monitoring of Issues***

**157.4 *Agenda Items for Future Meetings* -**

It was resolved to come out of part 2, move back into part 1 and ratify all decisions taken in part 2, proposed by Councillor M Davies, seconded by Councillor Mrs C Marsh.

Meeting closed 8.45 pm.

---

**Councillor Mrs J Goffey**  
**Chairman**