



18th February, 2015

Dear Councillor

I hereby give you notice that a Meeting of the **PROPERTIES COMMITTEE** will be held at the Council Chamber, Drake Road, Tavistock on **TUESDAY 24th FEBRUARY 2015** at **6:30pm.**

Yours faithfully

Carl Hearn
Town Clerk

MEMBERSHIP OF COMMITTEE

Councillor Mrs M Ewings (Chairman)
Councillor C Rogers (Vice Chairman)

Councillors E Sanders, J Sellis, E Sherrell, B Trew, Mrs J Whitcomb

Councillor H Smith (Mayor)
Councillor Mrs S Bailey (Deputy Mayor)

Councillor Mrs A Johnson (Chairman – Finance and General Purposes Committee)

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF INTEREST

To receive disclosures of unregistered other interests from Councillors on matters to be considered at the Meeting. The disclosure shall include the nature of the interest. If you become aware, during the course of a

meeting, of an interest that has not been disclosed under this item you must immediately disclose it. Under the Code of Conduct Councillors with an interest – whether or not it is a disclosable pecuniary interest, or other interest, must leave the room for the duration of consideration of the item to which the interest relates.

3. CONFIRMATION OF MINUTES

- a) To confirm the Minutes of the Meeting of the Properties Committee held on Tuesday 13th January 2015 as a correct record (previously circulated)
- b) Matters arising – to review the Action Log for the Properties Committee (circulated separately)

4. SERVICE REPORTS

To consider the following reports:-

- i. General Manager's Report (to follow);
- ii. Works Department Report (to follow);
- iii. Pannier Market Report (enclosed);
- iv. Town Hall Report (enclosed).

5. URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN

Matters which the Chairman decides are urgent and the reasons relating thereto.

Councillors are reminded that if a matter has not been specified on the Agenda no formally binding decision can be taken on it.

USE OF TELEVISED & SOUND RECORDINGS AT COUNCIL & COMMITTEE MEETINGS

Televised, vision and sound recordings or live broadcastings by members of the press or public at Council or Committee debates are permitted and anyone wishing to do so is asked to inform the Chairman of the respective Committee of their intention to record proceedings.