



QUALITY
TOWN
COUNCIL

Town Council Offices
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18th November 2014

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 25th NOVEMBER 2014** 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 14th October 2014 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 (enclosed);
- ii. Works Department Report (enclosed);
- iii. Pannier Market Report (enclosed);
- iv. Town Hall Report (enclosed).

5. SERVICE PLAN

To receive the Joint Service Plan of the Works Department, Town Hall and Pannier Market (to follow)

6. REQUESTS/OTHER ITEMS REQUIRING A DECISION

To consider the following item(s) requiring a decision:-

- a) To authorise the engagement of a suitably qualified architectural practice and such other professional services as necessary to support the Council in the preparation of submissions for its properties under the Tavistock Townscape Heritage Initiative Scheme.

7. ITEMS FOR INFORMATION

- a) West Devon Borough Council Dog Control Orders – Summary (enclosed)

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

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

9. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, and having regard to the confidential nature of the business to be transacted to consider that the Press/Public be excluded from the Meeting for the following item(s) of business

**10. COUNCIL DEPOT PROVISION
CONFIDENTIAL – by virtue of relating to commercially
sensitive information**

To consider the Report of the General Manager and Town Clerk in connection with provision of a site for, and development of, a Town Council Depot facility

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 and sound recordings at
Council and 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.