



Tavistock Town Council

Working for the local community



QUALITY
TOWN
COUNCIL

Town Council Offices
Drake Road Tavistock
Devon PL19 0AU

Tel: 01822 613529

Fax: 01822 618300

E-mail: office@tavistock.gov.uk

Website: www.tavistock.gov.uk

8th January, 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 14th JANUARY, 2014** at **6:30pm**.

Yours faithfully

Carl Hearn
Town Clerk

MEMBERSHIP OF COMMITTEE*

Councillor Mrs S Bailey (Chairman)
Councillor B Trew (Vice-Chairman)

Councillors E Sanders, C Rogers, J Sellis, E Sherrell, Mrs J Whitcomb.

Councillor H Smith (Mayor) Councillor J Sheldon (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.

*Please Note - Councillor A Fleet has yet to be appointed by Council to a Committee

3. CONFIRMATION OF MINUTES

- a) To confirm the Minutes of the Meeting of the Properties Committee held on Tuesday 3rd December, 2013 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:-

- a) Depot Report (enclosed);
- b) Pannier Market Report (enclosed);
- c) Town Hall Report (enclosed).

NOTE – Members are requested to pass any detailed questions to the relevant Manager or the Town Clerk prior to the Meeting to allow answers to be obtained.

5. ITEMS INCLUDED ON THE AGENDA AT THE REQUEST OF A COUNCILLOR

To consider the following items included on the agenda at the request of Councillor J Sheldon (note – because these also relate to responsibilities of the Finance and General Purposes Committee they are similarly included for consideration on that agenda)

- a) ‘Guildhall Car Park and Market Road Parking’ (Councillor report enclosed – see also Finance and General Purposes Committee Agenda Item No 6(c) incorporating the report of the Works Superintendent and, in particular, FPPP Minute No 245 recommending an increase in car parking fees). Members are requested to bring with them to the Meeting the Finance and General Purposes Committee Agenda.
- b) Parking Permits – for Council to authorise and determine to whom to issue permits for the Guildhall Car Park – included on the Agenda at the request of Councillor J Sheldon (Councillor report enclosed together with a copy of the arrangements currently applying for the issue of permits)

6. ITEMS FOR INFORMATION

To note the following matters which are circulated for information only:-

- a) Tavistock Townscape Heritage Initiative – update (report enclosed)

7. 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 the matter is not specified on the agenda no formally binding decision can be taken on it.

8. 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 discussed to consider that the press/public be excluded from the Meeting for the following item of business

9. APPLICATION TO CONSENT TO LICENCE

(CONFIDENTIAL) by virtue of relating to matters appertaining to a commercial lease)

To be reported if application is received received prior to the date of the Meeting.