



19<sup>th</sup> February 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 FEBRUARY 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.

### **3. CONFIRMATION OF MINUTES**

- a) To confirm the Minutes of the Meeting of the Properties Committee held on Tuesday 14th January 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:-

- 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 designated Manager or the General Manager prior to the Meeting to allow answers to be obtained.

### **5. ITEMS REQUIRING A DECISION**

To consider the following items requiring a decision;-

- a) Pannier Market Rules & Regulations (report enclosed)
- b) Notes from the Meeting of the Town Hall & Pannier Market Consultative Group held on 5th February 2014 (enclosed)

### **6. ITEMS FOR INFORMATION**

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

- a) Tavistock Townscape Heritage Initiative - Progress update (enclosed)
- b) Acquisition of Bedford Cottages – to receive any update on progress (Minute No's 332 (a-aa) refer)
- c) Guildhall – to note submission of bid to the Heritage Lottery Fund (separately circulated – Minute No 343(b)(i) refers)

### **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. GUILDHALL**

(**CONFIDENTIAL** by virtue of relating to legal/contractual matters)

To make any representations to the Finance and General Purposes Committee and Council in respect of the outcome of Minute No 332(b)

(Note a meeting of the Forward Planning, Policy and Programme Sub-Committee has been scheduled for Monday 24<sup>th</sup> February in connection with same)

**10. LEGAL AND FINANCE MATTERS**

(**CONFIDENTIAL** by virtue of relating to legal matters)

- a) Request for consent to change of café operator in Council owned premises (correspondence enclosed)