



Tavistock Town Council

Working for the local community

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29th March 2016

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 5th APRIL 2016** at **6:30pm.**

Yours faithfully

Carl Hearn
Town Clerk

MEMBERSHIP OF COMMITTEE

Councillor C Rogers (Chairman)
Councillor Mrs L Roberts (Vice Chairman)

Councillors T Gibbins, E Sanders, A Venning, P Ward, Mrs J Whitcomb

Councillor Mrs S Bailey (Mayor)
Councillor Mrs M Ewings (Deputy Mayor)

Councillor H Smith (Chairman Finance & 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 a Member becomes aware, during

the course of a meeting, of an interest that has not been disclosed under this item they must immediately disclose it.

Under the Code of Conduct Councillors with a registerable interest must leave the room for the duration of consideration of the Item to which the interest relates. Those with a "other" interest, must apply the tests set out in the Code of Conduct as to whether or not there are circumstances which might enable them to remain.

3. CONFIRMATION OF MINUTES

- a) To confirm the Minutes of the Meeting of the Properties Committee held on Tuesday 23rd February, 2016 as a correct record (previously circulated)
- b) Matters arising – to review the Log of outstanding actions for the Properties Committee (circulated separately)

4. ITEMS FOR INFORMATION

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

- a) **Service Reports** – to receive the following reports:

- i. Works Department Report (to follow);
- ii. Pannier Market Report (enclosed);
- iii. Town Hall Report (enclosed).

- b) **Consultative Groups** - to consider the Notes of the:

Town Hall & Pannier Market Consultative Group Meeting held on the 22nd March, 2016 (enclosed)

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

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

6. 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

7. COUNCIL CONTRACTS

(CONFIDENTIAL) by virtue of relating to commercially sensitive information)

To receive any update on, and to consider if necessary any matters arising in connection with the letting of Council Consultancy Contracts in connection with the Guildhall WHS Gateway Centre Scheme.

8. PROPERTY UTILISATION

(CONFIDENTIAL) by virtue of relating to confidential and commercial matters affecting persons other than the Council)

9. PROPERTY MATTERS

(**CONFIDENTIAL** by virtue of relating to commercially sensitive information)

To receive any update in connection with outstanding property matters.

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.