

## **AGENDA ITEM No 6(b)**

**MINUTES** of the Meeting of the **PROPERTIES COMMITTEE** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY 1<sup>st</sup> SEPTEMBER 2015** at **6.30pm**

**PRESENT** Councillors Mrs L Roberts, C Rogers, E Sanders, A Venning, P Ward, Mrs J Whitcomb

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

**IN ATTENDANCE** Town Clerk, General Manager, Assistant to the Town Clerk

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### **74. ELECTION OF CHAIRMAN**

Nominations were invited for the election of Chairman of the Properties Committee for the 2015-16 Civic Year.

A nomination was received in respect of Councillor C Rogers.

RESOLVED THAT Councillor C Rogers be elected Chairman of the Properties Committee for the 2015-16 Civic Year

### **75. ELECTION OF VICE CHAIRMAN**

Nominations were invited for the election of Vice-Chairman of the Properties Committee for the 2015-16 Civic Year.

A nomination was received in respect of Councillor Mrs L Roberts.

RESOLVED THAT Councillor Mrs L Roberts be elected Vice-Chairman of the Properties Committee for the 2015-16 Civic Year

### **76. APOLOGIES FOR ABSENCE**

An apology for absence had been received from Councillor T Gibbins.

### **77. DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

## **78. CONFIRMATION OF MINUTES**

RESOLVED THAT the Minutes of the Meeting of the Properties Committee held on Tuesday 7<sup>th</sup> April, 2015 be confirmed as a correct record and signed by the Chairman.

Noted That in response to a question a Member provided an update on the current position regarding the provision of an 'Old Folks' Rest Room' in Tavistock.

## **79. APPOINTMENTS**

The Committee considered the nomination of representatives to serve on those bodies which reported to/through the Properties Committee.

RECOMMENDED THAT consideration of the above item be referred to the Meeting of Council scheduled to be held on Tuesday 8<sup>th</sup> September 2015 for determination.

## **80. SERVICE PLANNING 2015-16**

The Committee considered the Commercial/Community Services Plan (Appendix 1) for adoption by Council as a basis for the delivery of Council services 2015-16 together with accompanying updates on progress against the previous year.

Having reviewed the Service Plan in order to ensure that it was appropriate to reflect and balance the goals and priorities of the organisation within available organisational resource and having reviewed the associated risk register, it was :-

RECOMMENDED THAT Tavistock Town Council endorse and adopt the appended service delivery plan for Commercial/Community Services together with the associated revised Risk Register as the basis for the delivery of the Council's work programme for the forthcoming year.

Noted That in response to questions clarification was provided regarding Goose Fair letting arrangements and provision of a new Council Depot.

## **81. ITEMS FOR INFORMATION**

The following items had been circulated for information only:

- a) Service Reports
  - i) General Manager (Appendix 2)

- ii) Works Department (Appendix 3)  
Noted That an update was further provided regarding works to a vacant commercial premises of the Council.
  - iii) Pannier Market (Appendix 4)  
Noted That the Market Reeve was currently preparing a management report in respect of the standard of trading and associated matters in the Pannier Market.
  - iv) Town Hall Report (Appendix 5)
- b) Butchers' Hall – Progress Report (Appendix 6)
- c) Guildhall: Progress Report – the Committee received an oral report on progress toward securing the necessary 'Permission to Start'

The Meeting closed at 6.58pm

Chairman\_\_\_\_\_

Date \_\_\_\_\_