

AGENDA ITEM No 4(b)

MINUTES of the Meeting of the **PROPERTIES COMMITTEE** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY** the **2nd September 2014** at **6.30pm**

PRESENT

Councillor Mrs M Ewings (Chairman)
Councillors E Sanders, E Sherrell, B Trew, Mrs J Whitcomb.

Councillor H Smith (Mayor)
Councillor Mrs S Bailey (Deputy Mayor)

Councillor P Sanders (Vice Chairman - Finance & General Purposes Committee)

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

162. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors C Rogers, J Sellis and Mrs A Johnson (Chairman – Finance & General Purposes Committee).

163. DECLARATIONS OF INTEREST

There were no Declarations of Interest at this point. Please see Minute 169(b) below.

164. CONFIRMATION OF MINUTES

RESOLVED THAT the Minutes of the Meeting of the Properties Committee held on Tuesday 8th July, 2014 be confirmed as a correct record and signed by the Chairman.

165. SERVICE REPORTS

The Committee received the following Managers' Reports:-

a) General Manager's Report

The Committee considered the Report (Appendix 1) of the General Manager arising from which it was;

RECOMMENDED THAT Tavistock Town Council endorse the design as attached to the Report, in relation to the Meadows Play Park enhancement in the overall sum of £100,000 and, subject to achieving 50% grant funding, progress the scheme.

Noted That it was:-

- i) confirmed that a meeting would be set up within the next two weeks with the 'Friends of the Meadows Group';
- ii) confirmed that the Hearing Loop in the Council Chamber would shortly be connected to the new sound system;
- iii) advised that, for clarity, the application to Biffa was in respect of a scheme of £100,000 total value premised upon a 50% contribution by the Council and 50% by the grant awarding body.

b) Works Department Report

The Committee considered and received the Report (Appendix 2) of the Works Manager.

Noted That

- i) the Works Manager undertook to contact the Sir Francis Drake Bowling Club regarding landscaping works, following the erection of the new extension.
- ii) the report drew attention to costings for the potential insulation of the Pannier Market roof, should the Council wish to include this within THI works in due course.

c) Pannier Market Report

The Committee considered and received the Report (Appendix 3) of the Market Reeve.

Noted That regarding Christmas the Pannier Market would open on the two Mondays preceding Christmas and open late for Dickensian Evening.

d) Town Hall Report

The Committee considered and received the Report (Appendix 4) of the Town Hall Manager

Noted That fees and charges would be brought before the Forward Planning, Policy and Programme Sub-Committee in due course.

166. ITEMS FOR INFORMATION

The following items had been circulated for information only:-

a) Townscape Heritage Initiative Scheme

The Town Clerk gave a verbal update confirming that the Council expected a response to its Stage 2 THI Bid in the following week. Further information would be brought to the next round of Meetings.

b) Britain in Bloom Initiative

The Committee received the report of the Works Manager (Appendix 5) which outlined the staffing/operational impact of the support Tavistock Town Council had given to this initiative. The consensus arising from the ensuing discussion was that these issues should be considered in advance for similar such future requests.

Noted That a Member requested that congratulations received from the public regarding hanging baskets be conveyed to staff.

URGENT ITEMS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN

167. TREATMENT OF 'CONFIDENTIAL' INFORMATION

A Member sought clarification regarding the treatment of information held by the Council and classed as 'confidential' in accordance with the relevant provisions of the Public Bodies (Admission to Meetings) Act 1960, arising from which the matter would be brought before the next round of Meetings at the request of the Member.

168. 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 it was:

RESOLVED THAT the Press and Public be excluded from the Meeting for the following item of business.

169. EXTANT MATTERS

(**Confidential** by virtue of relating to matters and/or the financial business affairs of persons other than the Council).

a) Guildhall

It was anticipated the recent decision of Council in connection with the above would be discharged shortly. As regarded progression of the grant application recently agreed preliminary enquiries indicated that an uplift in the amount budgeted was likely to be necessary.

b) **Premises at Court Gate**

The Committee was advised of a further request from West Devon Borough Council in respect of the above together with the views of the Councils Surveyor.

RECOMMENDED THAT

- i) discussions proceed on a without prejudice basis with the Borough Council as regards long leases and how best to secure a mutually equitable solution;
- ii) pending the outcome of (i) above the Council continue its present policy position in respect of the premises, same to be reconsidered thereafter.

Noted That

- i) of the Borough Councillors present Councillors Mrs S Bailey Mrs M Ewings, P Sanders, and D Whitcomb declared an interest by virtue of membership, and the matter affecting the financial circumstances of that Council, and left the meeting during consideration thereof. Borough Councillors Moody and Sheldon remained in the room but did not join the meeting nor participate in the debate.
- ii) Those Borough Councillors who declared an interest (and as listed above) returned to the meeting following the conclusion of the foregoing item.

c) **Tenancy Matters**

The Town Clerk gave a verbal update on the issues to date involving the tenants in one of the Council's residential properties, and the possible outcomes.

It was the consensus of the Meeting that action to recover these premises, if necessary, was appropriately a delegated and operational matter to be progressed by the Clerk, in consultation with the Chairman.

The press and public were readmitted to the Meeting.

Chairman _____

Date _____

The Meeting closed at 7.30pm