

## **AGENDA ITEM No 4(b)**

**MINUTES** of the Meeting of the **PROPERTIES COMMITTEE** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY 7th APRIL 2015** at **6.30pm**

**PRESENT** Councillor Mrs M Ewings (Chairman)  
Councillor C Rogers (Vice Chairman)

Councillors E Sanders, E Sherrell, B Trew,  
Mrs J Whitcomb

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

Councillor Mrs A Johnson (Chairman – Finance & General  
Purposes Committee)

**IN ATTENDANCE** Town Clerk, General Manager, Assistant to the Town  
Clerk, Townscape Heritage Initiative Project Manager,  
Duty Officer (Pannier Market), Works Administrator

**NOTE** - Immediately prior to the Meeting the Committee received confirmation from the Mayor that Mr Adam Fleet had resigned from membership of the Town Council.

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### **409. APOLOGIES FOR ABSENCE**

An apology for absence had been received from Councillor J Sellis.

### **410. DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

### **411. CONFIRMATION OF MINUTES**

RESOLVED THAT the Minutes of the Meeting of the Properties Committee held on Tuesday 24th February, 2015 be confirmed as a correct record and signed by the Chairman.

Noted That arising from consideration of the foregoing the General Manager undertook that the agreed SWOT Analysis would be completed within 3 months.

#### **412. 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 proposed increase of 2% in Goose Fair Fees, as indicated, with fly pitch rates remaining at current levels

Noted That the General Manager responded, amongst others, to matters arising in connection with progress under the THI in respect of Council properties, the letting of the ICT contract and corrected the section of the report titled 'community flood plan' to include 'play area' to follow 'Bannawell' and the inclusion of 'tree survey' at the end of the section relating to 'pear technology'.

##### **b) Works Department Report**

The Committee considered the report (Appendix 2) of the Works Manager.

##### **c) Pannier Market Report**

The Committee considered and received the report (Appendix 3) of the Market Reeve arising from which it was :

Noted That

- i. Pannier Market staff and the Mayor were commended for the arrangements made to recognise the service given to the Pannier Market by a recently retired trader.
- ii. Arrangements in respect of treatment of long term sickness amongst market traders were outlined

##### **d) Town Hall Report**

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

#### **413. CONSULTATIVE GROUPS**

The Committee considered and received, for information, the Notes of the:

- a. **Town Hall and Pannier Market Consultative Group** held on 24th March, 2015 (Appendix 5) from which is was;

RECOMMENDED THAT the proposed Summer Opening Times of Monday 27th July to Monday 31st August, 2015 (inclusive) be endorsed and adopted.

Noted That in response to questions the Committee was advised regarding

- i. purchase of new marquees with regard colour and placement
- ii. discontinuation of the 'Virtual Tour' previously available on the Pannier Market website
- iii. promotion of the Tuesday Antiques & Collectables Market by a trader

**414. OLD FOLKS' REST ROOM**

The Committee considered, and received, the report of the Assistant to the Town Clerk (Appendix 6):

A Member confirmed that a meeting had been scheduled for Monday 20th April, 2015 for interested parties to discuss how this issue could be taken forward. The meeting would take place in the Council Chamber commencing at 1.00pm.

It being the last meeting of the Committee prior to elections the Chairman expressed appreciation to colleagues for their support and extended best wishes for the future.

The Meeting closed at 7.02pm

Chairman\_\_\_\_\_

Date \_\_\_\_\_