

**AGENDA ITEM No 4(b)**

**MINUTES** of the Meeting of the **PROPERTIES COMMITTEE** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY** the **8<sup>th</sup> July, 2014** at **6.30pm**

**PRESENT** Councillor H Smith (in the Chair)

Councillors E Sherrell, Mrs J Whitcomb

Councillor Mrs S Bailey (Deputy Mayor)

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

**IN ATTENDANCE** Town Clerk, General Manager, Works Manager, Town Hall Manager, Market Reeve

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**97. ELECTION OF CHAIRMAN**

In the absence of the Chairman and Vice-Chairman nominations were invited for election of Chairman for the Meeting.

RESOLVED THAT the Mayor, Councillor H Smith, be elected Chairman of the Properties Committee for the Meeting.

**98. APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillors Mrs M Ewings, C Rogers, E Sanders, J Sellis, B Trew.

**99. DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

**100. CONFIRMATION OF MINUTES**

RESOLVED THAT the Minutes of the Meeting of the Properties Committee held on Tuesday 27<sup>th</sup> May, 2014 be confirmed as a correct record and signed by the Chairman.

**101. 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

**i. Council Chamber Sound System**

Endorse the acquisition of a Bosch Wired Sound System (option 2) for the Council Chamber in the sum of £6673.85 to be funded from reserves

**ii. Dog Control Orders**

Endorse the proposed draft West Devon Borough Council Dog Control Orders

Noted That arising from consideration of the above the General Manager undertook to review the suitability of proposed arrangements in respect of the Plymouth Road Cemetery.

**iii. Usage of Council Properties.**

- a) Endorse the use of property assets at Plymouth Road Cemetery (occupied and unoccupied) for improved community/service/staff accommodation (option 1)
- b) Offer existing tenants alternative accommodation (at no greater cost), at Market Road;
- c) Should it be necessary authorise the service of notice on the existing tenants and conduct of associated proceedings for the recovery of the premises.

**b) Works Department Report**

The Committee considered and received 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.

**d) Town Hall Report**

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

Noted That the significance of the suitable advertising of the facilities available in the Rundle Room, on completion of works, was noted.

## **102. GUILDHALL COMPLEX**

The Committee considered the property and related matters associated with the possible acquisition of the Guildhall complex (Magistrates Court/Guildhall, Trowtes House and former Police Station).

In particular, reference was made to:-

- The previous decision of the Council in this connection. This was now fully discharged, thereby affording the Council the opportunity to consider the matter afresh,
- The view that the Council now needed to come to a firm view as to how to proceed,
- Links to the Council Strategic Plan,
- The continuing importance of the building to the Town not least in terms of siting, history, architecture and public/community usage,
- The potential for the Council to make a positive and lasting contribution at the centre of the town.

Reference was further made to the Minutes of the Meeting of the Forward Planning, Policy and Programme Sub-Committee held on 19<sup>th</sup> June, 2014 and the accompanying report in relation to the Guildhall, as submitted to the Finance and General Purposes Committee later in the evening, arising from which it was:-

RECOMMENDED THAT Tavistock Town Council endorse the approach as recommended by the Forward Planning, Policy and Programme Sub - Committee held on 19<sup>th</sup> June, 2014 and as set out in the Report of the Town Clerk and General Manager.

## **103. ITEMS FOR INFORMATION**

The following items had been circulated for information only:-

### **a) Strategic Leisure Review**

Correspondence - from West Devon Borough Council in connection with the South Hams District Council/West Devon Borough Council "Leisure Management Contract Informal Market Testing Briefing Document 2014" (Appendix 5) was received and noted.

### **b) Town Hall and Pannier Market Consultative Group**

The Notes of the Meeting of the Town Hall and Pannier Market Consultative Group held on Tuesday 10<sup>th</sup> June, 2014 (Appendix 6) were received and noted. Arising from consideration of the above it was further:-

RECOMMENDED THAT the proposed arrangements for Christmas opening of the Pannier Market be endorsed namely that the Charter Market fall on Saturday 27<sup>th</sup> December with further Christmas opening arrangements being to open Christmas Eve, closed on Christmas Day and Boxing Day, (re-opening for the Charter Market on 27<sup>th</sup> of December) being closed on the 28<sup>th</sup>-29<sup>th</sup> of December and 1<sup>st</sup> of January.

### **URGENT ITEMS**

The following item had been agreed by the Chairman as a matter of urgency.

#### **104. FLAG RAISING**

The Committee considered a briefing note in connection with the above (Appendix 7), arising from which it was

RECOMMENDED THAT that the Council endorse and continue the practice of flying the American Flag (Stars and Stripes) by way of commemoration of the contribution made by the US 29<sup>th</sup> Infantry Division each year on the Anniversary of the Normandy Landings (6<sup>th</sup> June).

#### **105. 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.

#### **106. LEGAL & FINANCE MATTERS**

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

##### **a) Dogs in the Meadows – Legal Proceedings**

The Committee considered a report setting out details of an incident of a dog owner failing to abide by the requirement to keep dogs on a lead in the Meadows and associated aggressive and /or anti social behaviour. The cost of proceedings had been estimated to be in the region of £250.

RECOMMENDED THAT Tavistock Town Council authorise West Devon Borough Council to initiate and progress the necessary legal proceedings with associated expenditure being met from reserves.

The press and public were readmitted to the meeting.

Chairman\_\_\_\_\_

Date \_\_\_\_\_

The Meeting closed at 7.05 pm