

AGENDA ITEM No 4(b)

MINUTES of the Meeting of the **PROPERTIES COMMITTEE** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY** the **25th NOVEMBER, 2014** at **6.30pm**

PRESENT Councillor C Rogers (Vice Chairman – in the Chair)

Councillors E Sanders, J Sellis, E Sherrell, 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, Town Hall Manager

267. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Mrs M Ewings and B Trew

268. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

269. CONFIRMATION OF MINUTES

RESOLVED THAT the Minutes of the Meeting of the Properties Committee held on Tuesday 14th October, 2014 be confirmed as a correct record and signed by the Chairman.

Noted That – the outcome of preliminary enquiries regarding potential sites to locate a community noticeboard were reported.

270. SERVICE REPORTS

The Committee received the following Managers' Reports:-

a) General Manager's Report

The Committee considered and received the report (Appendix 1) of the General Manager.

Arising from consideration of the above particular reference was made to:-

- i. Appreciation to staff for the provision of Christmas lights in the town,
- ii. The outcome of the recent unsuccessful BIFFA Grant application and future options,
- iii. Drainage channels/associated highway matters in Duke Street/Brook Street

b) Works Department Report

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

Noted That – staff were thanked for the planned clearance of gorse undertaken on Whitchurch Down

c) Pannier Market Report

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

Noted That – there appeared to be an error in the dates quoted for Marquee takings on Bedford Square (2nd October 2014 to be corrected to read 2nd November 2014)

d) Town Hall Report

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

Noted That – the schedule of flags to be flown from the Town Hall on significant dates be amended (the Tavistock Flag should be flown on the occasion of the Annual Meeting and on 6th June both the Union Flag and Stars and Stripes be flown simultaneously).

271. SERVICE PLAN

The Joint Service Plan (Appendix 5) for the Works Department, Town Hall and Pannier Market was circulated. In view of the late distribution it was agreed, with the consent of the Mayor, that questions arising after more detailed review could be raised at Council.

272. REQUESTS/OTHER ITEMS REQUIRING A DECISION

The Committee proceeded to consider the following request/item requiring a decision.

**a. Townscape Heritage Initiative – Town Council Buildings
(Professional Services)**

RECOMMENDED THAT Tavistock Town Council engage a suitably qualified architectural practice and such other professional services as necessary to support the Council to deliver the Tavistock Townscape Heritage Initiative Scheme in its role as landlord

273. ITEMS FOR INFORMATION

The Committee received, for information, the report of West Devon Borough Council summarising the provisions regarding recently introduced Dog Control Orders (Appendix 6).

274. 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.

275. COUNCIL DEPOT PROVISION

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

The Committee considered the Report of the Town Clerk and General Manager together with an updated plan in respect of the above. Following clarification on various points it was;

RECOMMENDED THAT Tavistock Town Council:

- a) Endorse and accept the terms, as set out in the Draft Heads of Agreement, for a long lease of the identified site;
- b) Authorise the development of a planning application, business case and related matters for a Scheme on the site for submission to Council with a view to delivery of the project by Autumn 2015.

Noted That –

- i. Appreciation was expressed to the related Member Working Group on bringing this option forward.

- ii. It was noted, in particular, that the site had distinct advantages over previously considered sites and that the Councils Surveyor considered it represented a good offer.

The Meeting closed at 7:06pm

Chairman_____

Date _____