



2nd April 2014

Dear Councillor

I hereby give you notice that a Meeting of the **PROPERTIES COMMITTEE** will be held at the Council Chamber, Drake Road, Tavistock on **TUESDAY 8th APRIL 2014** at **6:30pm**.

Yours faithfully

Carl Hearn
Town Clerk

MEMBERSHIP OF COMMITTEE

Councillor Mrs S Bailey (Chairman)
Councillor B Trew (Vice-Chairman)
Councillors E Sanders, C Rogers, J Sellis, E Sherrell, Mrs J Whitcomb

Councillor H Smith (Mayor) Councillor J Sheldon (Deputy Mayor)
Councillor Mrs A Johnson (Chairman – Finance and General
Purposes Committee)

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF INTEREST

To receive disclosures of unregistered other interests from Councillors on matters to be considered at the Meeting. The disclosure shall include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. Under the Code of Conduct Councillors with

an interest – whether or not it is a disclosable pecuniary interest, or other interest, must leave the room for the duration of consideration of the item to which the interest relates.

3. CONFIRMATION OF MINUTES

- a) To confirm the Minutes of the Meeting of the Properties Committee held on Tuesday 25th February 2014 as a correct record (previously circulated)
- b) Matters arising – to review the Action Log for the Properties Committee (circulated separately)

4. SERVICE REPORTS

To consider:-

- a) the following reports
 - i. Works Department Report (enclosed);
 - ii. Pannier Market Report (enclosed);
 - iii. Town Hall Report (enclosed).

- b) the following Service Plan updates against previous year –
 - i. Works Department (enclosed);
 - ii. Town Hall (enclosed);
 - iii. Pannier Market (enclosed).

NOTE

- Service Plans for these three areas are being developed on a co-ordinated basis in view of the new interim operating arrangements. It is therefore proposed to bring these before the Committee later this year.

- Members are requested to pass any detailed questions to the designated Manager or the General Manager prior to the Meeting to allow answers to be obtained.

5. TOWNSCAPE HERITAGE INITIATIVE SCHEME

Report enclosed (Note – the Council’s financial, accountable body and related aspects of this proposal are subject to consideration and recommendation by the Finance & General Purposes Committee).

6. URGENT BUSINESS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN

Matters which the Chairman decides are urgent and the reasons relating thereto – Councillors are reminded that if the matter is not specified on the Agenda no formally binding decision can be taken on it.

7. 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 to consider that the press/public be excluded from the Meeting for the following item of business

8. LEGAL AND FINANCE MATTERS

(**CONFIDENTIAL** by virtue of relating to legal matters and/or the financial or business affair of persons other than the Council)

- a) Request for consent to the sub-letting of a Council owned premises (report enclosed)

Councillors are reminded that if a matter has not been specified on the Agenda no formally binding decision can be taken on it.