

AGENDA ITEM No 4(b)

MINUTES

of the Meeting of the **PROPERTIES COMMITTEE** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY 23rd FEBRUARY, 2016** at **6.30pm**

PRESENT

Councillor C Rogers (Chairman)
Councillor Mrs L Roberts (Vice Chairman)

Councillors T Gibbins, A Venning, P Ward and Mrs J Whitcomb

Councillor Mrs M Ewings (Deputy Mayor)

Councillor H Smith (Chairman – Finance & General Purposes Committee)

IN ATTENDANCE

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

273. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Mrs S Bailey and E Sanders.

274. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

275. CONFIRMATION OF MINUTES

RESOLVED THAT the Minutes of the Meeting of the Properties Committee held on Tuesday 12th January, 2016 be confirmed as a correct record and signed by the Chairman.

Noted That arising from consideration of the above, Officers undertook to incorporate timeline information within action logs.

276. ITEMS REQUIRING A DECISION

The Committee considered the following matter requiring a decision:-

a) Tavistock Community Sensory Garden

The Committee considered a request from the Rotary Club of Tavistock that the Town Council accept the role of Lead Council, and support an

application for, a Tavistock Community Sensory Garden to the Town and Parish (TAP) Fund (Appendix 1).

In the discussion arising from consideration of the above particular reference was made to the past involvement of the Council and partners in the development of the scheme, funding arrangements, examples of sensory gardens elsewhere and proposals for future maintenance (to be provided by partners on a volunteer basis).

RECOMMENDED THAT the Council accept the designation of Lead Body and support the application made by the Tavistock Rotary Club to the TAP fund for a Tavistock Community Sensory Garden.

277. ITEMS FOR INFORMATION

The following items had been circulated for information only

a) General Managers Report (Appendix 2)

Noted That in response to questions reference was made to:-

- i. Progress with the letting of the Butchers Hall roofing contract (expected shortly) – the preferred tender being within the approved budget;
- ii. Anticipated delivery of Wi-Fi in the Pannier Market – scheduled for March 2016;
- iii. Guildhall refurbishment – architectural services. Tenders had been received and evaluated and, subject to due diligence, the Council would shortly be in a position to let the contract for Lead Architect (the tender sum falling within the approved budget);
- iv. Butchers Hall future usage – confirmation that under the terms of the application made to Heritage Lottery Fund the future use of the Butchers Hall to which the Council had committed would be market related usage;
- v. Dog Issues – reference to an item on the agenda for the Finance and General Purposes Committee, the issue of dog fouling and the merits and drawbacks associated with the suggestion.

b) Works Department (Appendix 3).

Noted That reference was made to completion of survey works regarding prospective remedial action in connection with the Cemetery Lodge together with the extent to which measures could/ could not be implemented to mitigate the effect of flooding from the River Tavy onto Dolvin Road. Reference was also made to the pothole register.

c) **Pannier Market Report** (Appendix 4)

Noted That reference was made to positive recent publicity for the Pannier Market.

d) **Town Hall Report** (Appendix 5)

278. 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 items of business.

279. PROPERTY UTILISATION

(**CONFIDENTIAL** By virtue of relating to confidential and commercial matters affecting persons other than the Council).

The Committee considered the Report of the Meeting of the Forward Planning, Policy and Programme Sub Committee (Minute No 264 refers).

The background to the Minute was outlined in detail and, in particular, the potential community/ partnership activity stressed. Arising from which it was:-

RECOMMENDED THAT the recommendations as set out in Minute No 264 be endorsed.

Noted That Councillor Mrs M Ewings declared a prejudicial interest in the above item by virtue of a proprietorial interest and left the room during consideration thereof.

280. COUNCIL CONTRACTS

(**CONFIDENTIAL** By virtue of relating to commercially sensitive information).

The Committee was advised of the outcome of recent tender processes in respect of the Guildhall Project, more particularly with regard to:-

- a) Lead Architect – Tender appraisal complete, preferred candidate identified and due diligence being completed;
- b) Business Plan – Tenders received, currently being evaluated;
- c) Activity, Interpretation and Learning Consultancy Services – Tenders received and evaluation being undertaken.

The Meeting closed at 7.25pm

Chairman 

Date 5 April 2016

