

## **Agenda Item No. 4 (b)**

**MINUTES** of the Meeting of the **PROPERTIES COMMITTEE** held at the Council Chamber, Drake Road, Tavistock on **TUESDAY 3<sup>rd</sup> MAY, 2016** at **6.30pm**

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

Councillors T Gibbins, A Venning, Mrs J Whitcomb.

Councillor Mrs S Bailey (Mayor)  
Councillor Mrs M Ewings (Deputy Mayor)

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

**IN ATTENDANCE** General Manager, Assistant to the Town Clerk,  
Cemetery Administrator

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### **350. APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillors E Sanders, P Ward and H Smith (Chairman of the Finances & General Purposes Committee).

### **351. DECLARATIONS OF INTEREST**

There were no declarations of interest made at this point in the Meeting.

### **352. CONFIRMATION OF MINUTES**

RESOLVED THAT the Minutes of the Meeting of the Properties Committee held on Tuesday 5<sup>th</sup> April, 2016 be confirmed as a correct record and signed by the Chairman.

### **353. CONSULTATIVE GROUP**

#### **a) Whitchurch Down Consultative Group**

The Committee received, for information, the Notes of the Meeting of the Whitchurch Down Consultative Group held on Tuesday 26<sup>th</sup> April, 2016 (Appendix 1).

### **354. ITEMS FOR INFORMATION**

The following items had been circulated for information only:

- i. **General Manager's Report** (Appendix 2)  
Noted That discussions were held relating to the communications with stakeholders regarding imminent works to Butchers' Hall
- ii. **Works Department Report** (Appendix 3)  
Noted That staff were congratulated on the recently held event to celebrate the Queen's 90<sup>th</sup> birthday
- iii. **Pannier Market Report** (Appendix 4)  
Noted That, reference was made, in particular to the positive upward movement in Pannier Market takings, compared with the same period last year

Pannier Market Review Report (Action Log Minute 81 a (iii))

The General Manager confirmed that he would distribute the domain name to Members for the Council's new website, in order that they would have the opportunity to view and provide feedback on it, prior to it going 'live'.

- iv. **Town Hall Report** (Appendix 5) - noted

### **355. ITEMS REQUIRING A DECISION**

#### **a) Cemetery**

- Draft Cemetery Rules & Regulations (Appendix 6)
- Draft Green Burial Policy and Monumental Mason information (Appendix 7)

Following consideration of the above draft documents it was;

RECOMMENDED THAT all the above documents be adopted

#### **b) Letting of Council Premises – Tenant Surety**

A decision was made to defer this to the Full Council Meeting due to be held on 10<sup>th</sup> May, 2016 in order that additional information could be available (previous Minutes to be circulated)

### **356. 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.

**357. PROPERTY MATTERS**

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

The Committee was advised of the outcome of without prejudice discussions, which had been broadly positive.

Further clarification would be sought from the Council's Letting Agent, this then to be brought back to the Full Council Meeting due to be held on the 10<sup>th</sup> May, 2016.

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.

The press and public were readmitted to the Meeting.

The Meeting closed at 6.55pm

Chairman\_\_\_\_\_

Date \_\_\_\_\_