



Okehampton Town Council

Town Hall
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Okehampton
Devon
EX20 1AA

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Emma James
Town Clerk

23rd April 2018

Dear Councillor

You are summoned to attend a meeting of Okehampton Town Council to be held on Monday 30th April 2018 at 7pm in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

Emma James
Town Clerk

Prayers

Declarations of Interest - Members are reminded that they should declare any relevant interest in the items to be considered.

Urgent items - items for information only can be brought to the attention of the Council at the discretion of the Chairman at the end of the meeting.

No decision can be taken on items not detailed on the published agenda.

Business to be Transacted

1. **Apologies for Absence** - To receive apologies for absence
2. **Deferment of Business** – For questions from the public to bring matters of concern to the attention of the Town Council.
3. **Members' Questions** - To receive questions from Members regarding the workings of the Council.
4. **West Devon Borough Council** - To receive the report of the West Devon Borough Councillors, if present.
5. **Devon County Council** - To receive the report of the Devon County Councillor, if present.
6. **Adoption of Minutes of Committees and to Receive Questions from Members Thereon** -
 - a) To adopt the minutes of the Policy and Resources Committee meetings held on 19th February and 29th March 2018 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.

- b) To adopt the minutes of the Property Committee meeting held on 22nd January 2018 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
- c) To adopt the minutes of the Parks Committee meeting held on 5th February 2018 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
- d) To adopt the minutes of the Planning Committee meetings held on 29th January and 19th February 2018 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
7. **Full Council Meeting Minutes** - To receive, sign and approve the minutes of the Town Council meetings held on 26th February and 29th March 2018
8. **Policies/Documents** – Consideration of approval of listed documents previously circulated and as recommended by the Policy and Resources Committee:
- Investment Strategy
 - Privacy Notices
 - Asbestos Management Plan
9. **Promotion of Local Councils** – (Cllr Goffey) To consider involvement in an event being run by parishes local to Okehampton to promote public understanding and engagement with the community
10. **Council Surgery/Coffee Mornings** – (Cllr Yelland)
11. **Code of Conduct** – Feedback from Training Session run by WDBC
12. **Plastic Waste Reduction** – (Cllr Parkins) Information regarding the Refill Devon scheme for consideration as to how the Town Council could contribute
14. **Community Transportation** - (Cllr Leech) Correspondence from Okehampton District Community Transport Group for consideration
15. **General Data Protection Regulations (GDPR)** – Update by the Clerk on the new regulations coming into force on 25th May, to note actions in progress and consideration of any other requirements
16. **Neighbourhood Plan Working Group** – Consideration of amendments to the Terms of Reference and Financial Protocol as recommended by Okehampton Hamlets Parish Council
17. **Civic Diary Report** - The Mayor to report
18. **Reports of Council Working Groups** – To consider, note reports and any action required from:
- a) Destination Okehampton (Cllr Ireland)
 - b) Charities (Cllr Yelland)
 - c) Buildings and Structures (Cllr Goffey)
19. **Reports on Current Activities by Community Groups with Town Council Representation**
- a) OkeRail Forum (Cllr Ireland)
 - b) Neighbourhood Plan Group (Cllr Yelland)
20. **Questions Arising from Member reports** – To summarise any questions arising from WDBC and DCC reports for forwarding to relevant Members.
21. **Members' Reports and Items for Agendas** - To receive reports from Members attending other organisations on behalf of the Council:

- a) Dartmoor National Park Forum - Cllrs Cummings/Goffey
- b) Northern Parishes Link Committee - Cllrs Cummings and Ireland
- c) Okehampton Health & Wellbeing Alliance – Cllr Cushing

PART TWO

Items which may be taken in the absence of the press and public.

The Council is recommended to pass the following resolution:-

‘Resolved that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as they involve the likely disclosure of sensitive and confidential information.’

- 22. **Traffic and Infrastructure** – Updates and decisions as necessary and consideration of correspondence
- 23. **Community Governance Review** – Update on the decision by WDBC and any necessary action to be taken
- 24. **Staffing** – To note update and ratification of any recommendations from P&R Committee