

**Minutes of a meeting of Okehampton Town Council held on
Monday 25th June 2018 at 7pm in the Council Chamber,
Town Hall, Okehampton**

Members Present: Councillor Mrs J Carpenter (Mayor)
Councillor Mrs J Yelland (Deputy Mayor & Chairman, P&R)
Councillor A Leech (Chairman, Planning)
Councillor Mrs C Marsh (Chairman, Parks)
Councillor D Weekes (Chairman, Property)
Councillor Dr M Ireland
Councillor Miss C Holt
Councillor B Tolley
Councillor P Vachon
Councillor Mrs V Cushing
Councillor Dr M Ireland
Councillor Mrs S Parkins
Councillor T Cummings

In Attendance: Rev Liz Singleton
Cllr K Ball (DCC)
H Clark (DCC)
Mrs E James (Town Clerk)

Prior to commencement of the meeting, Prayers were offered by Rev Liz Singleton for those who wished to take part

	Action
129 <u>Expressions of Interest</u> – None	
130 <u>Apologies for Absence</u> –Cllr Davies (WDBC)	
131 <u>Deferment of Business</u> – None	
132 <u>Members' Questions</u> – None	
133 <u>West Devon Borough Council</u> – Cllr Yelland reported that the SeaMoor Lottery had commenced, the first draw taking place towards the end of June. WDBC were also investigating Crowdfunding possibilities and leaflets explaining how Council Tax was spent were tabled for information. Cllr Leech further reported on changes to the TAP fund arrangements and its change of name to the 'Communities Together Fund'	
134 <u>Devon County Council</u> – Cllr Ball reported on progress at the Business Park and it was noted that most of the plots were either taken or under offer. Broadband connectivity improvements in the area were being investigated. A reshuffle in DCC's Cabinet was underway due to retirement and DCC had recently launched a Crowdfunding project which would be presented to the Council at a later date. Complaints regarding speeding in Mill Road were highlighted and would be picked up by Cllr Ball. A task and finish group had been set up to investigate potholes and the work of the Highways Contractor.	

PART TWO ITEMS

It was **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 item as it involves the likely

disclosure of sensitive and confidential information. Proposed by Cllr Marsh, seconded by Cllr Ireland in order to bring forward Item 23 of the agenda.

- 135** **Traffic and Infrastructure: Presentation by a DCC Senior Transport Planning Officer** – Ms Clark was welcomed and presented initial data findings following a traffic survey in the town which was carried out on 13th March, between the 2 snow storms. Also presented were initial, possible, improvement designs.

Concerns were raised by Cllrs regarding several issues and it was agreed that an informal meeting would be held to talk through the ideas in due course.

Clerk

(H Clerk left the meeting)

On the proposition of Cllr Weekes, seconded by Cllr Leech, it was **RESOLVED** to exit Part Two and move back into Part One, and to bring forward Item 21 of the agenda.

- 136** **Questions Arising from Member Reports** – Cllr Leech requested that Cllr Ball investigate and report back to the Council how much DCC had paid in claims for repairs caused to vehicles from pothole damage.

Cllr Marsh asked who WDBC officers report to, and voiced concern regarding the length of time WDBC take to respond to queries, particularly in respect to 3 issues that had been ongoing for some time. Cllr Leech to feed this back to WDBC but stated that it was predominantly due to staffing levels and workloads.

Cllr Ball advised that he was waiting confirmation of additional funding which could be used to repair potholes in North Road.

Cllr Carpenter raised concern regarding the 'no entry' signs to Northfield Road which were often ignored by motorists. Cllr Ball to investigate.

On the proposition of Cllr Marsh, seconded Cllr Weekes, it was **RESOLVED** that this item of business be brought further up the agenda for future meetings, but that it would be for 'questions only'.

(Cllr Ball left the meeting)

- 137** **Adoption of Minutes of Committees and Members' Questions arising thereon** -

137.1 Policy & Resources Committee meetings held on 23rd April and 14th May 2018 - adoption proposed by Cllr Cummings, seconded Cllr Vachon and **agreed**.

137.2 Property Committee meeting held on 12th March 2018 - adoption proposed by Cllr Marsh, seconded Cllr Goffey and **agreed**.

137.3 Parks Committee meeting held on 9th April 2018 - adoption proposed by Cllr Holt, seconded Cllr Tolley and **agreed**.

138 **Full Council Meeting** - The minutes of the Town Council meetings held on 21st May and 11th June 2018 were received, signed and **APPROVED** on the proposition of Cllr Yelland, seconded by Cllr Marsh (2 abstentions).

A motion to suspend Standing Order 3 (z) to permit extension of the meeting was proposed by Cllr Marsh, seconded Cllr Leech, and agreed.

139 **Dispensation** – A dispensation granted by the Clerk for the duration of this Mayoral year permitting Councillors who were also Trustees of the Councils Charities to speak and vote at Council meetings on items of business regarding the Charities was noted.

140 **Matters Arising** –

140.1 **Council Surgery** – The first surgery held on 21st June had been hosted by Cllrs Yelland and Tolley who reported that 3 persons had attended.

140.2 **Plastic Waste Reduction** – Cllr Parkins reported that she had visited several local businesses, some of whom had agreed to sign up to the scheme. Promotion of the scheme was ongoing.

140.3 **CCTV** – Cllr Leech reported upon a recent meeting hosted by a member of the PCC's Office. Further discussion was deferred until the next meeting once the paperwork had been circulated.

Clerk

141 **Reserves** – A working group had meet and reviewed the Councils overall level of reserves. The resulting recommendations made by the Policy & Resources Committee with regards to the ear-marking of some of these reserves was **APPROVED** on the proposition of Cllr Goffey, seconded by Cllr Marsh.

142 **Mace Bearers** – Following the retirement of the Relief Mace Bearer, Mr Armstrong, discussion ensued regarding the recruitment of a replacement. It was agreed who should be approached initially and if necessary that the CVS be contacted regarding recruiting a volunteer for this role.

Clerk

143 **Charter Hall Kitchen** – The Council noted that urgent work had been commissioned by Cllr Weekes and the Clerk to the sum of £2071 for urgent work to the kitchen hot water system.

144 **Charter Hall Roof and Internal Works** – A contractor had visited and viewed the roof, the report was awaited.

145 **Town Council Survey** – The initial draft was considered and on the proposition of Cllr Vachon, seconded Cllr Leech it was **RESOLVED** that consideration be given to the expansion of the survey and to setting up a task and finish group to progress it. The group to consist of Cllrs Vachon, Goffey, Weekes and Parkins, with assistance in the formatting of the survey by Cllr Ireland.

(Cllr Cummings left the meeting)

146 **Neighbourhood Plan Group** – On the proposition of Cllr Yelland, seconded by Cllr Leech, it was **RESOLVED** to approve the amended Terms of Reference.

147 **Policies/Documents** – The item of business was deferred.

148 **Payment of Invoices** – On the proposition of Cllr Marsh, seconded Cllr Ireland, the schedule of payments was **APPROVED**.

- 149 **Civic Diary** – A report on events attended in May by the Mayor was noted.
- 150 **Reports of Council Working Groups** –
- 150.1 **Destination Okehampton** – There was no update to report
- 150.2 **Charities** – Cllr Yelland reported that a list of questions for which legal advice was required had been compiled and sent to solicitors/law groups for quotations which would be reviewed by the working group.
- 151 **Reports on Current Activities by Community Groups with Town Council Representation** -
- 151.1 **OkeRail Forum** – Cllr Ireland reported on a recent presentation by Cllr Ball and himself at a GWR Conference.
- 151.2 **Neighbourhood Plan Group** – Cllrs who had attended the meeting on 18th July reported that the list of headings to be included in the plan had been reduced to 4, the website had been reinstated and was being repopulated, and that data was being located and would be evaluated.
- (Cllr Weekes left the meeting)*
- 152 **Members' Reports and Requests for Agenda Items** -
- 152.1 **Dartmoor National Park Forum** – The next meeting was in July.
- 152.2 **Northern Parishes Link Committee** – A meeting as being held on 28th June
- 152.3 **Okehampton Area Health and Wellbeing Alliance** – Cllr Cushing had been unable to attend the last meeting, the next being on 28th June.

PART TWO ITEMS

It was **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 item as it involves the likely disclosure of sensitive and confidential information. Proposed by Cllr Marsh, seconded by Cllr Yelland.

Action

- 153 **Staffing** – The current situation with regards to the vacancies was noted and on the proposition of Cllr Marsh, seconded by Cllr Goffey, it was **RESOLVED** to ratify the recommendations made by the Policy and Resources Committee

On the proposition of Cllr Leech, seconded by Cllr Yelland, it was **RESOLVED** to exit Part Two, move back into Part One and ratify decisions made in Part Two.

The meeting was closed at 9.28pm

Councillor Mrs J Carpenter
Mayor