



*Okehampton Town Council*

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EX20 1AA

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Emma James  
Town Clerk

17<sup>th</sup> September 2018

Dear Councillor

You are summoned to attend a meeting of Okehampton Town Council to be held on Monday 24<sup>th</sup> September 2018 at 7pm in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

Emma James  
Town Clerk

Prayers to be offered by Rev S Cook for those who wish to participate

**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. **Questions Arising from Member reports** – To summarise any questions arising from WDBC and DCC reports
7. **Adoption of Minutes of Committees and to Receive Questions from Members Thereon** -
  - 7.1 To adopt the minutes of the Policy and Resources Committee meetings held on 9<sup>th</sup>, 12<sup>th</sup> and 25<sup>th</sup> July, 6<sup>th</sup> August, 2018 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.

- 7.2 To adopt the minutes of the Planning Committee meetings held on 23<sup>rd</sup> and 30<sup>th</sup> July, 6<sup>th</sup> August and 3<sup>rd</sup> September 2018 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
- 7.3 To adopt the minutes of the Property Committee meetings held on 4<sup>th</sup> June 2018 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
- 7.4 To adopt the minutes of the Parks Committee meetings held on 18<sup>th</sup> June 2018 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
8. **Full Council Meeting Minutes** - To receive, sign and approve the minutes of the Town Council meeting held on 23<sup>rd</sup> July 2018
9. **Matters Arising** –
- 9.1 CCTV – Cllr Leech, and Cllrs who attended a recent meeting to update on progress
- 9.2 Mace Bearers – To consider approaching the RBL for nominations or advertising (*possibly in conjunction with Item 12*)
- 9.3 Town Council Survey – To receive an update from the working group
- 9.4 Remembrance Parade and Commemoration of 100 years since the end of WW1 – To consider approval of proposals for the events in conjunction with the RBL
- 9.5 Councils Together – To receive and consider a report from the Clerk
- 9.6 Social Media, Facebook Page – To note progress
10. **External Audit Return** – To note the auditor's certificate
11. **Freedom of Information Request** – To note the recent request and response
12. **Oke Links Editorial** – To consider the subject matter for a free half page editorial in the November/December edition of Oke Links
13. **Civic Diary Report** – To note events attended by the Mayor and Deputy Mayor during July and August 2018
14. **Civic Service** – Feedback from the event on 16<sup>th</sup> September, and to consider and approve the time and location of the Civic Service scheduled to take place on 15<sup>th</sup> September 2019
15. **Edwardian Evening, Mayors Carols** – To consider and agree the format of the Mayors Carols and the Town Council reception
16. **Policies/Documents** – Consideration of approval of listed documents previously circulated and as recommended by the Policy and Resources Committee
- Standing Orders
  - Recruitment Policy
17. **Payment of Invoices** – To approve payment of invoices as per the schedule
18. **Reports of Council Working Groups** – To consider, note reports and any action required:
- 18.1 Destination Okehampton (Cllr Ireland)
- 18.2 Charities (Cllr Yelland) to receive a report regarding legal advice obtained and the recommendations of the working group
19. **Reports on Current Activities by Community Groups with Town Council Representation**
- 19.1 OkeRail Forum (Cllr Ireland)
- 19.2 Neighbourhood Plan Group (Cllr Yelland)

- 20. Members' Reports and Items for Agendas** - To receive reports from Members attending other organisations on behalf of the Council:
- 20.1** Dartmoor National Park Forum - Cllrs Cummings and Weekes
  - 20.2** Northern Parishes Link Committee - Cllrs Cummings and Ireland
  - 20.3** Okehampton Area 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.'

- 21. WDBC Update** – To receive an update from a WDBC Officer, who will be in attendance, which will include planning and the One Public Estate programme
- 22. Staffing** – Report from the Policy & Resources Committee and Personnel Sub-Committee