

**Minutes of a meeting of Okehampton Town Council held on
Monday 24th September 2018 at 7pm in the Council Chamber,
Town Hall, Okehampton**

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

In Attendance: Councillor K Ball (DCC)
Mrs E James (Town Clerk)

		Action
334	<u>Expressions of Interest</u> – Cllr Marsh declared a personal interest in Min Ref 340.	
335	<u>Apologies for Absence</u> – Cllrs Rush and Weekes, Cllr M Davies (WDBC) and Rev Liz Singleton	
336	<u>Deferment of Business</u> – None	
337	<u>Members' Questions</u> – None	
338	<u>West Devon Borough Council</u> – There was no report from Cllr Leech or Yelland. Cllr Ball advised that a WDBC team, along with Cllr Vachon, had entered the Rotary Challenge, raising approximately £300 for Charity.	
339	<u>Devon County Council</u> – Cllr Ball highlighted issues from within his report which had been circulated earlier that day; including speeding in Chichacott Road and the reasons for the 5 to 6 week delay in the building of the new primary school. The report also contained a response to questions posed by Cllr Rush, Cllrs attention was drawn to the final paragraph on page 6 of the report regarding communication issues. A number of questions were posed to Cllr Ball mainly regarding the proposed Okehampton to Exeter rail link and concern was raised about the cost of public transport. <i>(Cllr Ball left the meeting.)</i>	

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 Leech, seconded by Cllr Marsh.

340 **WDBC Update** – This item of business was brought forward on the agreement of the Council.

Mr Arulvasagam, WDBC, was welcomed and reported on the 'Okehampton One Public Estate' project that was in its initial stages. The project focus was to bring sectors together to investigate potential ways in which they could work together, including space sharing. A workshop had been held on 5th September, those in attendance included the Police, NHS, Fire Service, Okehampton Medical Centre, Exeter RD&E, WDBC, Okehampton Town and Hamlets Parish Councils. 5 potential projects had been identified and their feasibility was being established.

Mr Arulvasagam also provided the Council with some information regarding a commercially sensitive issue following which he left the meeting.

On the proposition of Cllr Leech, seconded by Cllr Cummings, it was **RESOLVED** to exit Part Two, move back into Part One

341 Questions Arising from Member Reports – None

342 Adoption of Minutes of Committees and Members' Questions arising thereon -

342.1 Policy & Resources Committee meetings held on 9th, 12th and 25th July and 6th August 2018 - adoption proposed by Cllr Cummings, seconded Cllr Tolley and **AGREED**.

342.2 Planning Committee meetings held on 23rd and 30th July, 6th August and 3rd September 2018 – following a query by Cllr Cushing regarding Min Refs 233, 234 and 265, adoption was proposed by Cllr Leech, seconded Cllr Yelland and **AGREED**.

342.3 Property Committee meeting held on 4th June 2018 – following a query by Cllr Cushing regarding Min Ref 66, which was ongoing, adoption was proposed by Cllr Leech, seconded Cllr Marsh and **AGREED**.

342.4 Parks Committee meeting held on 18th June 2018 – Cllr Marsh suggested that the decision (Min Ref 273.7) to place the 'Tommy' silhouette at Fairplace and the 'Nurse' at the Railway Station be amended so that the 'Tommy' was sited at the Station On the proposition of Cllr Ireland, seconded by Cllr Parkins, it was **RESOLVED** to amend the locations of the silhouettes.

Adoption of the minutes was proposed by Cllr Marsh, seconded Cllr Ireland and **AGREED**.

343 Full Council Meeting - The minutes of the Town Council meeting held on 23rd July were received, signed and **APPROVED** on the proposition of Cllr Cummings, seconded by Cllr Goffey.

344 Matters Arising –

344.1 CCTV – Cllrs Goffey and Marsh had visited the monitoring centre in Exeter. A site visit by a contractor had taken place and Cllr Leech reported that they would be submitting 3 quotes; 1 based on the original scheme, 1 on their proposed scheme and 1 incorporating Simmons Park.

Quotations would be sought from various monitoring hubs so that a complete package could be presented to the council for consideration, although any contract above £25K would have to be progressed according to Financial Regulations.

Cllr Leech

344.2 Mace Bearers – On the proposition of Cllr Goffey, seconded by Cllr Leech, it was **RESOLVED** that nominations for additional volunteers would be advertised in the Oke Links and through the RBL.

Clerk

344.3 Town Council Survey – The working group had met and agreed to recommend that it was progressed by Destination Okehampton.

344.4 Remembrance Parade and Commemoration of 100 years since the end of WWI – Following discussion the below resolutions were made in relation to the events and in conjunction with the RBL who would be taking the lead:

On the proposition of Cllr Cushing, seconded by Cllr Leech, it was **RESOLVED** to invite all persons taking part in the Parade to the Charter Hall for refreshments, which would be provided by the Council, after the service and to the hire of the Church Hall opposite due to potential numbers.

On the proposition of Cllr Leech, seconded by Cllr Ireland, it was **RESOLVED** a bagpiper would play at 6am from at the Railway Station being the location where the soldiers would have arrived home.

On the proposition of Cllr Yelland, seconded by Cllr Vachon, it was **RESOLVED** a bugler would play outside of, or on the Tower of St James' Chapel at 6.55pm

On the proposition of Cllr Cushing, seconded by Cllr Leech, it was **RESOLVED** a beacon of light, comprising of search lights, be lit from the tower of St James' Chapel at 7pm, allowing those who did not want to travel to Dartmoor to take part.

Clerk

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

344.5 Councils Together – Cllr Goffey reported that she had contacted the local Councils previously involved to see if there was any interest in continuing, and only 1 response had been received. Cllr Yelland thanked Cllr Goffey for her involvement in what had been a successful group whilst it had lasted.

344.6 Social Media, Facebook Page – The Clerk reported that the page was up and running.

345 External Audit Return – The Annual Return and Auditors comments were reviewed and actions required noted.

346 Freedom of Information Request – The Council noted that a request had been received in August, and a response sent within a few of days.

347 Oke Links Editorial – The Clerk reported that the Council had been offered a free half page editorial in the next edition, the submission deadline being next week. On the proposition of Cllr Ireland, seconded by Cllr Cummings it was **RESOLVED** to include information about the following:

- The Mayor and Mace Bearers
- 2019 Elections and Councillor Surgeries
- Remembrance Day and the end of WW1 Commemoration events

Clerk

348 Civic Diary – A report on events attended in July and August by the Mayor and Deputy Mayor was noted.

349 **Civic Service** – Cllr Goffey commented that the timings this year had been too generous. On the proposition of Cllr Marsh, seconded by Cllr Leech It was agreed this item would be further discussed under Part 2 later in the meeting.

350 **Edwardian Evening, Mayors Carols** – Cllr Marsh commenced upon recent negative social media comments.

On the proposition of Cllr Vachon, seconded by Cllr Ireland, it was **RESOLVED** that the Mayors Carols would take place outside of St James' Chapel, and the Silver Excelsior Band be asked to take part.

Clerk

351 **Policies/Documents** – On the proposition of Cllr Leech, seconded Cllr Vachon, it was **RESOLVED** to approve the documents listed below en bloc:

- Standing Orders
- Recruitment Policy

352 **Payment of Invoices** – On the proposition of Cllr Leech, seconded Cllr Goffey, the schedule of payments was **APPROVED** with an amendment.

353 **Reports of Council Working Groups** –

353.1 **Destination Okehampton** – Cllr Ireland reported that the last meeting had been held on 5th September, and it was recommended that the group had run its course and should be dissolved and replaced by a 'Marketing Okehampton' working group. On the proposition of Cllr Goffey, seconded by Cllr Marsh (2 against), it was **RESOLVED** to approve the dissolution of the working group and that the proposal for a group to be set up in its place be included on the next agenda.

Clerk

353.2 **Charities** – A meeting was due to be held on 27th September.

354 **Reports on Current Activities by Community Groups with Town Council Representation** -

354.1 **OkeRail Forum** – A meeting had been held on 6th September for which Cllr Ireland was awaiting the minutes. GWR had recently appointed a new Marketing Manager. A report was presented by Cllr Ireland summarising the conclusion of the recent GWR Franchise consultation to which the Council had responded. It was noted that the rail link to Okehampton featured high on the priority list.

354.2 **Neighbourhood Plan Group** – Policy statements were being drafted and Cllr Leech was producing a map of green spaces to be included. A representative from Dartmoor National Park was being invited to the meeting on 10th October,

355 **Members' Reports and Requests for Agenda Items** -

355.1 **Dartmoor National Park Forum** – Cllr Cummings had nothing to report

355.2 **Northern Parishes Link Committee** – Cllr Cummings reported that he had attended the meeting on 20th September. Waste and recycling had been discussed as had potential savings by WDBC on the provision of public toilets.

355.3 Okehampton Area Health and Wellbeing Alliance – Cllr Cushing been unable to attend the meeting in June for which the minutes had just been received. The next meeting was on 25th September.

356 Traffic Signal Refurbishment – On the proposition of Cllr Yelland, seconded by Cllr Goffey, it was **RESOLVED** write to Highways, signed by the Mayor, regarding the proposed work to the traffic lights as recommended by the Planning Committee.

Clerk/
Mayor

PART TWO ITEMS

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357 Staffing – A report was provided by Cllr Yelland followed by an update by the Clerk which included advice provided by S.W. Councils. On the proposition of Cllr Yelland, seconded by Cllr Goffey, it was **RESOLVED** to write a letter requesting further information.

Action

Clerk

358 Civic Service – The need to create a pool of volunteer Mace Bearers was further discussed, amongst other issues, this would be highlighted to the RBL and included in the OkeLinks editorial.

On the proposition of Cllr Leech, seconded by Cllr Marsh, it was **RESOLVED** that the 2019 Civic Service would, if possible, be held at All Saints Church at 11am on Sunday 15th September, followed by a small reception in the Council Chamber.

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

The meeting was closed at 9.45pm

Councillor Mrs J Carpenter
Mayor