



*Okehampton Town Council*

Town Hall  
Fore Street  
Okehampton  
Devon  
EX20 1AA

01837 53179  
[townclerk@okehampton.gov.uk](mailto:townclerk@okehampton.gov.uk)

Emma James  
Town Clerk

19<sup>th</sup> November 2018

Dear Councillor

You are summoned to attend a meeting of Okehampton Town Council to be held on Monday 26<sup>th</sup> November 2018 at 7pm in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

Emma James  
Town Clerk

Prayers to be offered by Rev Liz Singleton 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 meeting held on 8<sup>th</sup> October 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 17<sup>th</sup> September, 1<sup>st</sup> and 15<sup>th</sup> October 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 29<sup>th</sup> October 2018
9. **Matters Arising** – To note updates and consider actions as required
- 9.1 **Boiler Replacement** – To note that the new boiler has been installed
- 9.2 **Station Road Traffic Order** – To note that details of who to direct a request to is awaited from Cllr Ball
- 9.3 **Broome Park Timber Retaining Walls** – To note that a supporting letter has been sent following a request from residents
10. **CCTV** – To consider the following items of business in relation to CCTV and approve any action required, should further reports or information have been received
- 10.1 **Parks CCTV** - Cllr Marsh to report on a meeting with the Clerk, Park-Keeper and a supplier regarding proposals for a system for Simmons Park
- 10.2 **Town CCTV** – Cllr Leech to update and report on proposals for CCTV system options both in the town and park
11. **Ocmundtune** – Cllr Vachon to report on the project and to consider a request for the exhibition in the Charter Hall to continue for a further six months
12. **Joint Local Plan Consultation** – To consider the draft response for submission
13. **Office Christmas Opening Hours** - To note the closure of the office from 20<sup>th</sup> December 2018, until 2<sup>nd</sup> January 2019
14. **Town Marketing** – Cllr Vachon to provide a report
15. **Market Charter 800<sup>th</sup> Anniversary 2020** - Cllr Marsh to report
16. **Civic Events and 2019/20 Diary Dates** -
- 16.1 Remembrance Parade and Service - Cllr Marsh to report and to consider the reordering of a wreath for 2019
- 16.2 Okehampton Show 2019 – To note correspondence received from the Show Committee
- 16.3 Civic Service 2019 – To note correspondence received and consider amending the time of the service from 11am to the afternoon or changing location of the service
17. **Civic Diary Report** – To note events attended by the Mayor and Deputy Mayor during November 2018 will be reported upon at the next meeting
18. **Policies/Documents** –  
Consideration of approval of listed documents previously circulated and as recommended by the Policy and Resources Committee and following staff consultation:
- Leave Policy
  - Social Media, IT and Phone Use Policy
  - Employee Uniform Policy
19. **Payment of Invoices** – To approve payment of invoices as per the schedule
20. **Reports of Council Working Groups** – To consider, note reports and any action required:
- 20.1 Charities (Cllr Yelland)

21. **Reports on Current Activities by Community Groups with Town Council Representation**  
21.1 OkeRail Forum (Cllr Ireland)  
21.2 Neighbourhood Plan Group (Cllr Yelland)
22. **Members' Reports and Items for Agendas** - To receive reports from Members attending other organisations on behalf of the Council:  
22.1 Dartmoor National Park Forum - Cllrs Cummings and Weekes  
22.2 Northern Parishes Link Committee - Cllrs Cummings and Ireland  
22.3 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.'

23. **Mace Bearers** – To consider and approve any further nominations received for the role