

**Minutes of a meeting of Okehampton Town Council held on Monday 26th November 2018
at 7pm in the Council Chamber, Town Hall, Okehampton**

Members Present: Councillor Mrs J Carpenter (Mayor)
Councillor Mrs J Yelland (Chairman, Policy & Resources)
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 S Parkins
Councillor Mrs J Goffey
Councillor Mrs V Cushing
Councillor B Rush

In Attendance: Mrs Barbara Childs (Quakers)
Mrs S Pitt (Okehampton Times)
Mrs E James (Town Clerk)

Prior to commencement of the meeting, in the absence of Rev Liz Singleton, Prayers were offered by Mrs Barbara Childs for those who wished to take part, following which she left the meeting.

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| 513 <u>Expressions of Interest</u> – None | |
| 514 <u>Apologies for Absence</u> – Cllr Cummings, Cllr K Ball (DCC), Cllr M Davies (WDBC), Rev Liz Singleton | |
| 515 <u>Deferment of Business</u> – None | |
| 516 <u>Members' Questions</u> – None | |
| 517 <u>West Devon Borough Council</u> – Cllr Yelland advised that the bin by St James' Chapel had been refurbished and replaced, and Cllr Leech reported that the Joint Local Plan had been discussed in length. | |
| 518 <u>Devon County Council</u> – A written report provided by Cllr Ball was read by the Clerk and included the following: <ul style="list-style-type: none">• Parking permit options had only recently been considered by the Town Council in 2016 and was not supported at the time. Therefore, DCC were not prepared to progress such a scheme unless evidence of support was provided.• External space in the vicinity of the Youth Hostel was in the process of being cleared by DCC.• Highways had programmed repair of a section of pavement in East Street for 2019. <p>The Mill Road traffic light replacement had cost in the region of £26,000. It was also confirmed that Cladco had purchased a plot on the new business park and that Devon had been awarded the highest amount from the Government for roads, as announced in the recent budget.</p> | |
| 519 <u>Questions Arising from Member Reports</u> – Cllr Holt advised that the traffic-lights outside of Endacotts were not working correctly and the Clerk advised that a member of the public had commented that the new traffic lights no longer had a sounder, indicating when it was safe to cross. Cllr Goffey | |

commented that the flashing green man on the new pedestrian crossing lights was more visible for drivers.

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

520.1 Policy & Resources Committee meeting held on 8th October 2018 - adoption proposed by Cllr Goffey, seconded Cllr Tolley and **AGREED**.

520.2 Planning Committee meetings held on 17th September, 1st and 15th October 2018 – adoption was proposed by Cllr Ireland, seconded Cllr Yelland and **AGREED**.

521 Full Council Meetings – Cllr Cushing requested a correction to Ref 447.2 stating that only a short meeting had been held as a guest had not attended. On the proposition of Cllr Leech, seconded by Cllr Cushing, it was **RESOLVED** to amend the minute to read 'The last meeting had taken place.'

The minutes of the Town Council meeting held on 29th October 2018 were received, signed and **APPROVED** on the proposition of Cllr Goffey, seconded by Cllr Yelland.

522 Matters Arising –

522.1 Boiler Replacement – The Council noted that the new boiler installation was complete.

522.2 Station Road Traffic Order – Cllr Parkins suggested that a survey of residents be undertaken with a view to requesting DCC progress a scheme, as reported by Cllr Ball. The Clerk advised that the Council, on 29th October, had resolved to only progress a scheme if it included the whole Town and was undertaken by DCC.

523.3 Broome Park Timber Restraining Walls – It was noted that a supporting letter had been sent following a request by a resident. Clerk to circulate a copy of the letter.

Clerk

524 CCTV -

524.1 Parks CCTV – Cllr Marsh advised there was no further update from the last Parks Committee meeting.

524.2 Town CCTV – Cllr Leech reported that correspondence from the PCC's contractor had been received advising technical issues were holding up the provision of a specification and quotation.

525 Ocmundtune – Cllr Vachon declared an interest. On the proposition of Cllr Weekes, seconded by Cllr Ireland, it was **RESOLVED** to approve a request for a further 6-month exhibition in the Charter Hall.

526 Joint Local Plan Consultation – On the proposition of Cllr Leech, seconded by Cllr Goffey it was **RESOLVED** to submit the response prepared by Cllr Ireland and the Clerk.

Clerk

527 Office Christmas Opening Hours – It was noted that the Office would close to the public at 4pm on Thursday 20th December and reopen at 9am on Tuesday 2nd January 2019.

- 528 **Town Marketing** – Cllr Vachon gave a presentation on a proposal for the formation of a CIC with a view to the marketing of the town. He was thanked for his hard work on the proposition of Cllr Ireland, seconded by Cllr Weekes.
- 529 **Market Charter 800th Anniversary** – Cllr Marsh reported that 2020 would mark the 800th anniversary of the original Town Charter made by Robert de Courtenay in 1220 and suggested that the Council consider holding an event.
- 530 **Civic Events 2019/20**
- 530.1 **Remembrance Parade and Service** – It was noted that a letter thanking the band had been sent. On the proposition of Cllr Marsh, seconded by Cllr Goffey it was **RESOLVED** to order a wreath for 2019.
- 530.2 **Okehampton Show 2019** – The Clerk read correspondence received which detailed a change to the opening arrangements for future shows.
- 530.3 **Civic Service 2019** – Disappointment was voiced by Cllrs that the Service could not be held at 11am in All Saints Church on 15th September. On the proposition of Cllr Marsh, seconded by Cllr Yelland, it was **RESOLVED** to invite Fairplace Church to host the service.
- 531 **Civic Diary** – It was noted that a report on events attended by the Mayor and Deputy Mayor in November would be reported at the next meeting.
- 532 **Policies/Documents** – On the proposition of Cllr Leech, seconded Cllr Marsh, it was **RESOLVED** to approve the documents listed below en bloc following staff consultation and as recommended by the Policy & Resources Committee:
- Leave Policy
 - Social Media, IT and Phone Use Policy (Employee)
 - Employee Uniform Policy
- 533 **Payment of Invoices** – On the proposition of Cllr Marsh, seconded Cllr Weekes, the schedule of payments was **APPROVED**.
- 534 **Reports of Council Working Groups** –
- 534.1 **Charities** – Cllr Yelland reported that satisfactory legal advice was awaited, and that it had been suggested the Town Hall Charity could be closed and the other 2 merged.
- 535 **Reports on Current Activities by Community Groups with Town Council Representation** -
- 535.1 **OkeRail Forum** – Cllr Ireland reported that the minutes of the meeting held on 6th September had not yet been approved. Technical work was ongoing and infrastructure work would be required. The possible commencement date was in 2020.
- 535.2 **Neighbourhood Plan Group** – A meeting, at which a WDBC staff member attended, had been held and policy ideas discussed.
- 536 **Members' Reports and Requests for Agenda Items** -
- 536.1 **Dartmoor National Park Forum** – Cllr Weekes advised that there had been no meeting to report upon.
- 536.2 **Northern Parishes Link Committee** – Cllr Ireland had attended and Chaired a meeting last week. The TAP fund had been replaced by a Community fund,

Clerk

and a police report indicated that car crime and evening burglaries in the area had increased.

536.3 Okehampton Area Health and Wellbeing Alliance – Cllr Cushing had been unable to attend the meeting on 25th September but the working group had been active, focusing on issues which included Okehampton branding, mental health and adult social care.

Cllr Goffey reported that as a direct result of the work of the group, a new part-time post for Social Prescribing had been created at the Medical Centre.

537 Urgent Items – Cllr Yelland advised that a survey regarding the impact of the closure of the Okehampton WDBC Office was in progress.

(A member of the public left the meeting)

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

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 Ireland, seconded by Cllr Leech.

538 Mace Bearers – The Clerk reported that a further nomination had been received. On the proposition of Cllr Marsh, seconded by Cllr Leech, it was **RESOLVED** to accept the nomination from Mr D Piper and invite him to join a pool of volunteers

Action

Clerk

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

The meeting was closed at 8.35pm

Councillor Mrs J Carpenter
Mayor