

**Minutes of a meeting of Okehampton Town Council held on Monday 17<sup>th</sup> December 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 Dr M Ireland  
Councillor Miss C Holt  
Councillor B Tolley  
Councillor P Vachon  
Councillor Mrs S Parkins  
Councillor Mrs V Cushing  
Councillor B Rush

**In Attendance:** Rev Jeff Jacobson (Okehampton Baptist Church)  
Cllr Rev M Davies (WDBC)  
Mr B Horner (DCC County Archaeologist)  
Mrs E James (Town Clerk)

Prior to commencement of the meeting Prayers were offered by Rev Jeff Jacobson for those who wished to take part.

- |   | <b>Action</b> |
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| <b>582</b> <b><u>Expressions of Interest</u></b> – None   |               |
| <b>583</b> <b><u>Apologies for Absence</u></b> – Cllrs Cummings, Weekes and Goffey  |               |
| <b>584</b> <b><u>Visiting Speaker</u></b> – Mr Horner, DCC County Archaeologist, was introduced and gave a short presentation regarding the recent archaeological dig in the Romansfield housing development site. The Council noted that an adjacent area of land had been scheduled for protection as an ancient monument in the 1970's, having been the location of a Roman Fort.<br><br>During the recent dig of the development site a Roman road was discovered as were the locations of several buildings and other artefacts. A publication regarding the site would be published in due course, the format of which was not yet known. There would also be a display in the Museum and a section of the Roman road would be rebuilt above ground for the public to see.<br><br>Mr Horner advised that the site was deemed to be of regional high importance and a strip of land along the line of the Roman road would not be built upon as part of the development.<br><br><i>(Mr Horner and Rev Jacobson left the meeting)</i> |               |
| <b>585</b> <b><u>Deferment of Business</u></b> – None   |               |
| <b>586</b> <b><u>Members' Questions</u></b> – None  |               |
| <b>587</b> <b><u>West Devon Borough Council</u></b> – Cllr Davies reported that he had received some complaints of dog fouling in the Baldwin Drive/The Heathers area. WDBC were trying to balance the budget for 2019/20 and were looking at ways of increasing income. A South West Mutual Bank had been set up and WDBC had invested some funds into the scheme. Recycling rates in West Devon had dropped and WDBC would be focusing on raising it back up.   |               |

Cllr Yelland reported on a potential change to the council tax reduction scheme due to Universal Credit issues. The scheme would have 4 bands and be based on income. It was envisaged that it would come into force in April 2019.

Cllr Leech reported that WDBC's application to take part in the business rates pilot scheme again had been turned down. A 6 week consultation regarding the closure of the WDBC office in Okehampton had closed and a report would be released. There was no further information regarding the progress of the JLP

**588** **Devon County Council** – No report had been received.

**589** **Questions Arising from Member Reports** – None

*(Cllr Davies left the meeting)*

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

**590.1** Policy & Resources Committee meeting held on 12<sup>th</sup> November 2018 - adoption proposed by Cllr Tolley, seconded Cllr Vachon and **AGREED**.

**590.2** Property Committee meeting held on 1<sup>st</sup> October 2018 – adoption was proposed by Cllr Leech, seconded Cllr Yelland and **AGREED**.

**590.3** Parks Committee meeting held on 15<sup>th</sup> October 2018 – adoption was proposed by Cllr Ireland, seconded Cllr Tolley and **AGREED**.

**591** **Full Council Meeting** – The minutes of the Town Council meeting held on 26<sup>th</sup> November 2018 were received, signed and **APPROVED** on the proposition of Cllr Yelland, seconded by Cllr Ireland.

**592** **Matters Arising** –

**592.1** **Town Marketing** – Cllr Vachon advised that the Charter Hall had been booked for 7pm on 23<sup>rd</sup> January for a public consultation meeting regarding his proposal, as a member of the public, for the creation of a CIC.

The Council considered a request for the free use of the hall for this project and on the proposition of Cllr Marsh, seconded by Cllr Ireland (1 abstention), it was **RESOLVED** that the cost of the hire of the hall would be met from the Council's Marketing Budget as a way of showing Council support for the project in its feasibility/consultation stage.

**593** **CCTV** -

**593.1** **Parks CCTV** – Cllr Marsh advised there was no further update.

**593.2** **Town CCTV** – Cllr Leech reported that he had hoped to have some more information, but it was still awaited.

**594** **Simmons Park, Car Parking Order** – The Clerk reported that no comments had been received during the consultation period which had closed at the end of November. On the proposition of Cllr Marsh, seconded by Cllr Leech, it was **RESOLVED** to ratify approval of Amendment Order No 1 of 2018 for the addition of a 3 hourly charge and the order was signed by Cllrs Carpenter and Marsh. The 'made' order, which would take effect on 1<sup>st</sup> January 2019, would need to be publicised in the same way as the consultation.

Clerk

**595**     **Asset Transfer** – On the proposition of Cllr Marsh, seconded by Cllr Leech, it was **RESOLVED** that responsibility for the assets at Fairplace, once transfer from WDBC was complete, would be:

- Public toilet building – Property Committee
- Land and gardens - Parks Committee

**596**     **Civic Events**

**596.1**   **Civic Service 2019** – Confirmation was awaited from Fairplace Church regarding the request to hold the service at that location. The Clerk advised that the time did not fall in line with the normal morning service time and on the proposition of Cllr Marsh, seconded by Cllr Ireland, it was **RESOLVED** to change the time to fit with the service.

Clerk

**596.2**   **Civic Dinner 2019** – The Council considered the allocation of ‘duty’ (free) tickets for the dinner on 1<sup>st</sup> March 2019.

On the proposition of Cllr Yelland, seconded by Cllr Ireland, it was **RESOLVED** that the fully appointed Mace Bearers who had carried out duties in this Mayoral year would receive duty tickets; Mr Hollinshead, Mr Jones and Mr Oliver.

On the Proposition of Cllr Marsh, seconded by Cllr Ireland it was **RESOLVED** that the Councillors, the Mayors Chaplain, the Clerk and Ms K Penna would also receive duty tickets:

Clerk

**597**     **Civic Diary** – The events attended by the Mayor and Deputy Mayor in November were noted.

**598**     **Councillor Surgeries** – Cllrs who had taken part in the surgeries provided feedback regarding the success of the sessions. Consideration was given to the location of the surgeries and the possibility of holding them in alternative locations, including Okehampton College.

On the proposition of Cllr Tolley, seconded by Cllr Yelland it was **RESOLVED** to continue to hold them in the Town Hall, and that additional alternative locations be sought.

Cllrs & Clerk

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

**600**     **Reports of Council Working Groups –**

**600.1**   **Charities** – Cllr Yelland reported that a conference call had been held with the legal advisor and the Clerk to help to clarify some of the outstanding queries and the resulting report provided was considered. On the proposition of Cllr Marsh seconded by Cllr Ireland, it was **RESOLVED** to request written clarification of the position from the legal advisor.

Clerk

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

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

**601.1**   **OkeRail Forum** – Cllr Ireland reported that a meeting had been held on 5<sup>th</sup> December when 2 small working groups were set up; a Station executive group and a group to meet with other parties, including GWR, in January.

- 601.2 Neighbourhood Plan Group** – Cllr Cushing had attended a meeting on 5<sup>th</sup> December and reported that a member of the Dartmoor National Park had attended. Further meetings had been arranged for 13<sup>th</sup> February and 13<sup>th</sup> or 20<sup>th</sup> March.
- 602 Members' Reports and Requests for Agenda Items -**  
**602.1 Dartmoor National Park Forum** – No report
- 602.2 Northern Parishes Link Committee** – Cllr Ireland had been unable to attend the Superlinks meeting on 5<sup>th</sup> December.
- 602.3 Okehampton Area Health and Wellbeing Alliance** – Cllr Cushing had been unable to attend the meeting on 12<sup>th</sup> December.
- 603 Urgent Items** – The Clerk advised that a letter of resignation had been received from Cllr Parkins, effective as of the date of this meeting, and thanked her for her time.

The meeting was closed at 8.50pm

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**Councillor Mrs J Carpenter**  
**Mayor**