



Okehampton Town Council

Town Hall
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Okehampton
Devon
EX20 1AA

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Emma James
Town Clerk

21st January 2019

Dear Councillor

You are summoned to attend a meeting of Okehampton Town Council to be held on Monday 28th January 2019 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. **Visiting Speaker** – Mr D Arulvasagam, WDBC, to report on WDBC's assets and development plans
3. **Deferment of Business** – For questions from the public to bring matters of concern to the attention of the Town Council
4. **Members' Questions** - To receive questions from Members regarding the workings of the Council
5. **West Devon Borough Council** - To receive the report of the West Devon Borough Councillors, if present
6. **Devon County Council** - To receive the report of the Devon County Councillor, if present
7. **Questions Arising from Member reports** – To summarise any questions arising from WDBC and DCC reports

8. **Adoption of Minutes of Committees and to Receive Questions from Members Thereon -**
- 8.1 To adopt the minutes of the Policy and Resources Committee meeting held on 10th December 2018 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
- 8.2 To adopt the minutes of the Parks Committee meeting held on 19th November 2018 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
- 8.3 To adopt the minutes of the Planning Committee meetings held on 29th October, 5th and 19th November, 3rd and 17th December 2018 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
9. **Full Council Meeting Minutes** - To receive, sign and approve the minutes of the Town Council meetings held on 17th December 2018 and 14th January 2019
10. **Matters Arising** – To note updates and consider actions as required
- 10.1 **Town Marketing** – Cllr Vachon to provide an update regarding the open meeting on 23rd January
11. **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
- 11.1 **Parks CCTV** - Cllr Marsh to report
- 11.2 **Town CCTV** – Cllr Leech to report
12. **Budget and Precept 2019/20** –
- 12.1 To consider the budget papers and recommendations of the Policy and Resources Committee, and to resolve the budget and precept amount to be requested from WDBC for the 2019/20 financial year.
- 12.2 To consider and resolve any budget elements which may be ‘rolled over’ from this financial year, 2018/19, into the 2019/20 financial year if there are remaining funds
13. **800th Anniversary of the Market Charter in 2020** – To consider the setting up of a working group to plan the celebration
14. **Government Future of High Streets Fund** – To consider the feasibility of submitting a proposal for funding
15. **WDBC Mayoral Awards 2018/19** – To receive and resolve nominations for the award
16. **Civic Service** – To receive an update regarding the location of the service on 15th September 2019
17. **Play Area Surfacing** – To note the Parks Committee resolution to repair an area of surfacing in the sum of £4,575 for which the order has been placed
18. **Policies/Documents** –
- 18.1 Consideration of approval of listed documents previously circulated and as recommended by the Policy and Resources Committee
- Councillor Induction Policy
 - Shared Parental Leave Policy
 - Maternity, Paternity and Adoption Policies
 - Honorary Freeman (Freewoman) Policy
 - Operation London Bridge Policy
- 18.2 Consideration of approval of Exclusive Right of Burial in Okehampton Cemetery Policy previously circulated and as recommended by the Policy and Resources Committee,

noting that this policy will need to be accepted by the Rector of All Saints Church before coming into force on 1st April 2019

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:
 - 18.1 Charities (Cllr Yelland)
21. **Reports on Current Activities by Community Groups with Town Council Representation**
 - 19.1 OkeRail Forum (Cllr Ireland)
 - 19.2 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. **Apprenticeship** – To consider and ratify recommendations of the Policy & Resources Committee in relation to the employment of a Horticultural Apprentice, including the job description and any other associated actions
24. **Market Charter** – Cllr Marsh to report regarding the provision of a Market in the town