

28 January 2014

Dear Councillor

You are hereby summoned to attend a meeting of the Okehampton Town Council to be held on Monday 3 February 2014 at 7.00 pm in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

J Gillard
Acting Town Clerk

Prayers -

Declarations of Interest - Members are reminded that they should declare any relevant interest in the items to be considered.

Items requiring urgent attention - to consider those items which, in the opinion of the Town Mayor, should be considered by the meeting as matters of urgency (if any). To be taken at the end of the meeting.

Business To Be Transacted

1. **Apologies for Absence** - To receive apologies from Councillors unable to attend.
2. **Deferment of Business** - For comment by the public.
3. **Dementia Awareness Presentation**
4. **Members' Questions** - To consider the following question raised by Councillor C Letchford - 'As parking fees for the Simmons Park car park do not fall within the remit or terms of reference of the Property Committee, by what authority did that Committee, at its meeting on 9th December, suspend parking fees at that car park until the end of December 2013?'

5. **West Devon Borough Council** - To receive the remarks of the West Devon Borough Councillors, if present.
6. **Devon County Council** - To receive the report of the Devon County Councillor, if present.
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 meetings held on 25 November 2013 and 2 December 2013 and the Chairman to receive questions from Members regarding the workings and decisions made at these Committee meetings.
 - 7.2 To adopt the minutes of the Planning Committee meeting held on 16 December 2013 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
 - 7.3 To adopt the minutes of the Parks Committee meetings held on 4 November 2013 and 2 December 2013 and the Chairman to receive questions from Members regarding the workings and decisions made at these Committee meetings.
 - 7.4 To adopt the minutes of the Property Committee meetings held on 2 December 2013 and 9 December 2013 and the Chairman to receive questions from Members regarding the workings and decisions made at these Committee meetings.
8. **Full Council Meeting Minutes** - To receive, sign and approve the minutes of the Town Council meeting held on 6 January 2014 and the special meeting held on 13 January 2014.
9. **Matters Arising** -
 - 9.1 **Okehampton Tourist Information Centre** - Mayor to update.
 - 9.2 **Mayor's Community Breakfast** - Mayor to update.
 - 9.3 **Staffing Matters** - Clerk to update.
 - 9.4 **WDBC Boundary Review** - Clerk to update.
 - 9.5 **Destination Okehampton** - Councillor M Ireland to update.
10. **Civic Diary Report** - Mayor and Deputy Mayor to report.
11. **Investment of Council Funds** - Mayor to update.
12. **Annual West Devon Mayoral Awards** - To consider suggestions for nominations.
13. **Simmons Homes Charity** - Request for nomination of Trustee following the retirement of Mr N Molland.

14. **Community Asset Register** - Councillor A Leech to update.
15. **Community Health Care** - To consider a letter from a resident (copy attached).
16. **Chamber of Trade** - To note new monthly event initiative (details attached).