

**Minutes of a meeting of Okehampton Town Council held on
Monday 25th February 2019 at 7pm in the Council Chamber, Town Hall, Okehampton**

Members Present: Councillor Mrs J Carpenter (Mayor)
 Councillor Mrs C Marsh (Chairman, Parks)
 Councillor D Weekes (Chairman, Property)
 Councillor Mrs J Yelland (Chairman, Policy & Resources)
 Councillor T Leech (Chairman, Planning)
 Councillor Dr M Ireland
 Councillor Miss C Holt
 Councillor B Tolley
 Councillor P Vachon
 Councillor Mrs V Cushing
 Councillor Mrs J Goffey
 Councillor B Rush

In Attendance: Mrs E James (Town Clerk)
 Rev Liz Singleton

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

	Action
737 <u>Expressions of Interest</u> – None	
738 <u>Apologies for Absence</u> – Cllr Cummings, Cllr K Ball (DCC) and Cllr M Davies (WDBC)	
739 <u>Deferment of Business</u> – None	
740 <u>Members Questions</u> – None	
741 <u>West Devon Borough Council</u> – Cllr Leech reported that Sophie Hoskin had been appointed as Chief Executive for both South Hams and West Devon District Councils, the budget for 2019/20 had balanced and new Standards had been proposed for ratification. Cllr Yelland advised that WDBC had purchased land in Okehampton which may go forward for development in the future with regard to maintaining public access to it. An independent investigation had been commissioned by WDBC to investigate how the decisions had been reached for previous proposals made, and subsequently voted against, for funding for development at the Market Street Toilet site and Abbey Rise in Tavistock. This report would be fully reviewed by the Overview and Scrutiny Committee prior to full Council before the end of March. Cllr Rush asked why the Market Street toilet proposal had been kept confidential since July and the justification for this.	
742 <u>Devon County Council</u> – In the absence of Cllr Ball the following comments and questions were made for forwarding by the Clerk; Cllrs commented that they were of the understanding that Cllr Ball had voted against a proposal for money for the new rail station and asked for an explanation as this was not in the interest of the town. Cllr Leech requested a date for the traffic survey results and proposals, stressing the urgency for this as the information could be included in the	

Councils bid to the Government Future of High Streets fund which had to be submitted in early March.

- 743** Questions Arising from Members Reports – None, see Min Ref 742
- 744** Adoption of Minutes of Committees and Members' Questions arising Thereon -
- 744.1** Policy & Resources Committee meeting held on 14th January 2019 - adoption proposed by Cllr Goffey, seconded Cllr Tolley and **AGREED**
- 744.2** Parks Committee meeting held on 3rd and 10th December 2018 - adoption proposed by Cllr Marsh, seconded Cllr Ireland and **AGREED**
- 744.3** Property Committee meetings held on 29th October, 5th and 19th November, 3rd and 17th December 2018 - adoption proposed by Cllr Weekes, seconded Cllr Vachon and **AGREED**
- 745** Full Council Meeting Minutes – The minutes of the Town Council meeting held on 28th January 2019 were received, signed and **APPROVED** on the proposition of Cllr Goffey, seconded by Cllr Tolley with the amendment of the word 'site' to 'side' in the paragraph regarding land at Okehampton Hospital, Min Ref 666.
- 746** CCTV
- 746.1** Parks – Cllr Marsh had nothing further to report since the last Parks Committee meeting
- 746.2** Town – Cllr Leech reported that information had been received from the PCC and the Contractor along with quotations. The figure for the original scheme was in the region of £37K, with annual maintenance cost of approx. £800. The cost for an enhanced system was around £42K, plus maintenance; and 1 camera in the park with 360° visibility, linked to the town system was approx. 6K with no additional annual maintenance fee.
- Linking of the system to a suitable hub via a fibre link was between £8K - £12K, 30% of which would be funded by the PCC. In addition, there could be costs for fixing to lampposts, monitoring costs were to be agreed and would be dependant upon the requirements of the Council and the agreed hub. The cameras would record data 24/7.
- CCTV security had recently been highlighted, with cheaper systems being easily hacked into – data protection was a priority.
- 747** Simmons Homes Charity, Trustee Nomination - Cllr Marsh declared a personal interest as Chairman of the Charity.
- On the proposition of Cllr Ireland, seconded by Cllr Weekes (1 abstention), it was **RESOLVED** to re-nominate Mr Webber as a Trustee for a further term of four years from May 2019.
- 748** The Charities of Holditch and Others – Cllr Marsh declared a personal interest as a Trustee of the Charity.
- On the proposition of Cllr Weekes, seconded by Cllr Holt (1 abstention), it was **RESOLVED** to re-nominate Mrs C Marsh, Mrs J Booth and Mr C Letchford as Trustees for a further term of four years from May 2019 to allow completion of the winding up of the Charity.

Clerk

Clerk

749	<p><u>WDBC’s Proposal for the Future of the Public Toilets in Market Street</u> – Cllrs Yelland and Leech declared personal interests being WDBC Members.</p> <p>Following the resolution against the funding proposal by WDBC to develop the site into a hospitality unit, correspondence from WDBC was considered. Cllrs expressed their disappointment that WDBC are not willing to transfer the asset to the Council as previously agreed, especially given that the land was originally passed to them as part of an arrangement some years ago by the Council when it was agreed the land would be used for the taxi rank, a bus stop and public toilets.</p> <p>On the proposition of Cllr Marsh, seconded by Cllr Goffey, it was RESOLVED that the comments be feedback to WDBC stating that the Council would still be willing to accept full transfer of the land as previously agreed and that the land should be handed back to the town.</p>	Clerk
750	<p><u>Open Space, Sports and Recreation Plan (OSSR)</u> – Cllrs Yelland and Leech declared personal interests being WDBC Members.</p> <p>On the proposition of Cllr Leech, seconded by Cllr Weekes, it was RESOLVED to agree to the Councils involvement in the project.</p> <p>On the proposition of Cllr Leech, seconded by Cllr Marsh, it was further RESOLVED to agree to lead the project. The membership would consist of Cllrs Marsh, Weekes, Rush and Leech.</p>	Clerk
751	<p><u>Asset Transfer</u> – Cllrs Yelland and Leech declared personal interests being WDBC Members</p> <p>The Clerk reported Cllr Marsh and herself had met with the solicitor dealing with the transfer and it was anticipated that completion would take place prior to the end of March, full Council having the opportunity to approve the documentation at the next meeting.</p>	Clerk
752	<p><u>Water Testing</u> – The Property Committee’s resolution to accept a quote in the sum of £3,725 for recommended water monitoring and work was noted.</p>	
753	<p><u>Annual Town Assembly and Report for 2018/19</u> – A discussion ensued regarding the format of the meeting and on the proposition of Cllr Yelland, seconded by Cllr Weekes, it was RESOLVED that 4 tables be placed towards the kitchen end of the Charter Hall and they would contain information about all of the Committees and the work of the Council. Cllrs would move from table to table.</p> <p>On the proposition of Cllr Yelland, seconded by Cllr Cushing, the content to date in the draft Report was approved. Cllr Weekes to provide a Property Committee Report.</p>	Cllr Weekes
754	<p><u>GDPR</u> 754.1 Cllrs note the circulated awareness checklist previously circulated</p>	
754.2	<p>Advice received from DALC regarding the potential need for some Cllrs to be registered individually as Data Controllers was considered. On the proposition of Cllr Yelland, seconded by Cllr Leech, it was RESOLVED that all Cllrs be registered by the Clerk if there was no fee for doing so.</p>	Clerk

755 **Policies/Documents** –
On the proposition of Cllr Yelland, seconded Cllr Leech, it was **RESOLVED** to approve the documents listed below en bloc as recommended by the Policy & Resources Committee:

- Health & Safety Policy
- Lone Working Policy

756 **Civic Diary Report** – Events attended by the Mayor and Deputy Mayor during January were noted.

757 **Payment of Invoices** – On the proposition of Cllr Weekes, seconded Cllr Holt (2 abstentions), the schedule of payments was **APPROVED**.

758 **Reports of Council Working Groups** –

758.1 **Charities** – The Clerk advised that a response to the previous letter was still awaited. A discussion ensued regarding the dissatisfaction with the company employed to look at this issue due to the length of time they took responding to communication, the information provided not giving answers to questions posed and the continued reference to the forming of a CIO which was not as requested.

On the proposition of Cllr Marsh, seconded by Cllr Weekes it was **RESOLVED** to terminate the contract with Wellers Hedleys and appoint Stephens Scown who have experience in Charity work and who had provided a quotation.

Clerk

758.2 **Government Future of High Street Fund** – Cllr Marsh, as Chairman of the WG, reported that the group had met and were working with Planning Officer, Tom Jones. The focus of the bid would be on infrastructure in the form of a town centre link road. An expression of interest was required to be submitted to WDBC by 11th March for which community support was needed. All Cllrs were requested to liaise with local persons and businesses seeking letters of support for the project.

Cllrs

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

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

759.1 **OkeRail Forum** – No report, the next meeting was on 7th March.

759.2 **Neighbourhood Plan Group** – A policy template was being provided by WDBC which when completed would be assessed by a planning consultant for any missing evidence. The group was investigating a potential site for development.

760 **Members' Reports and Requests for Agenda Items** -

760.1 **Dartmoor National Park Forum** – There had been no meeting to report upon.

760.2 **Northern Parishes Link Committee** – There had been no meeting to report upon.

760.3 **Okehampton Area Health and Wellbeing Alliance** – Cllr Cushing reported that the previous meeting notes had been circulated. A meeting regarding memory loss was being held on 27th March. Fran Bliss was the Development Worker.

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 Leech, seconded by Cllr Marsh.

761 **Staffing Matters** – The Clerk briefly advised on an employment matter for which no detail could be provided at the time.

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

The meeting was closed at 8.40pm

Councillor Mrs J Carpenter
Mayor