

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

Members Present: Councillor Mrs J Yelland (Deputy Mayor)
 Councillor Mrs C Marsh (Chairman, Parks)
 Councillor D Weekes (Chairman, Property)
 Councillor T Leech (Chairman, Planning)
 Councillor Dr M Ireland
 Councillor Miss C Holt
 Councillor P Vachon
 Councillor Mrs J Goffey
 Councillor B Rush

In Attendance: Mrs E James (Town Clerk)
 Rev Liz Singleton
 Cllr M Davies (WDBC)
 1 member of the public

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

		Action
813	<u>Expressions of Interest</u> – None	
814	<u>Apologies for Absence</u> – Cllrs Carpenter, Cushing, Tolley and Cummings, and Cllr K Ball (DCC)	
815	<u>Deferment of Business</u> – None	
816	<u>Members Questions</u> – None	
817	<u>West Devon Borough Council</u> – Cllr Davies reported that the JLP, which had recently been approved by the Inspectors, would likely be ratified by WDBC on 26 th March. A recent press article regarding the £106K spent by WDBC in conjunction with proposals for a hotel in Tavistock and a hospitality hub on the Market Street toilet site in Okehampton was being reviewed by Devon Audit Partnership, the report of which would be considered by the Overview and Scrutiny Committee on 26 th March and was available on WDBC’s website. Cllr Leech further advised that once agreed by the 3 Councils (WDBC, South Hams District Council and Plymouth City Council) there would be a 6 week period for comments before it became active.	
818	<u>Devon County Council</u> – No report had been received, the reason for this to be queried by the Clerk.	Clerk
819	<u>Questions Arising from Members Reports</u> – Cllr Rush queried funding for the railway project. Cllr Leech advised that the query is in the hands of WDBC and clarification was required. Planning Officer, Tom Jones, had been invited to the next OkeRail meeting.	
820	<u>Adoption of Minutes of Committees and Members’ Questions arising Thereon -</u>	
820.1	Policy & Resources Committee meeting held on 11 th February 2019 - adoption proposed by Cllr Goffey, seconded Cllr Leech and AGREED	

- 820.2** Planning Committee meetings held on 21st January, 4th and 25th February 2019 - adoption proposed by Cllr Ireland, seconded Cllr Weekes and **AGREED**
- 821** **Full Council Meeting Minutes** – The minutes of the Town Council meetings held on 25th February and 4th March 2019 were received, signed and **APPROVED** on the proposition of Cllr Goffey, seconded by Cllr Weekes.
- 822** **Matters Arising**
822.1 **GDPR, Councillor Registration with the Information Commissioners Office** – The Clerk reported that at the previous meeting it had been resolved that Members be registered individually if the fee had been waived. At the current time, the fee was still in place and so no Cllrs had been registered. The situation was noted and would be reviewed following the Elections in May, any Cllrs who felt they had particular need to be registered should advise the Clerk as soon as possible.
- 822.2** **Royal Garden Party 2019** – Individuals from the following Councils would be attending this year; Tavistock, Shute, Roborough and Kentisbeare.
- 823** **CCTV**
823.1 **Parks** – Cllr Marsh reported that details from the Town proposal was awaited.
- 823.2** **Town** – Cllr Leech reported that more costings regarding the monitoring hub had been received. The PCC was looking into the possibility of joining all of the hubs together, so there could be set prices for monitoring in the future. Cllr Leech would provide a report to the Council for consideration as soon as he was able.
- 824** **Market Street Toilets**
 Cllr's Yelland and Leech declared personal interests being WDBC Members. Cllr Weekes declared a pecuniary interest and did not take part in the debate or vote.
- On the proposition of Cllr Ireland, seconded by Cllr Goffey (2 abstentions), it was **RESOLVED** to suggest to WDBC that the Town Council could be interested in taking on a short-term lease, depending upon the agreement details, and request that this be taken into account at their meeting.
- It was noted that in order to amend a previous decision within 6 months, the regulations as set out in Standing Orders would need to be adhered to.
- 825** **Payment of Expenses following the Elections** – On the proposition of Cllr Marsh, seconded by Cllr Goffey, it was **RESOLVED** to approve the recommendation of the Policy & Resources Committee to delegate payment of Council invoices and expenses to the Clerk and Assistant Clerk on a temporary basis following the elections in the event that there are not enough Members as bank signatories or the Council is inquorate, providing that audits of the transactions are undertaken on a fortnightly basis.
- 826** **Moor Otter Project 2017** – Feedback and an update following the Councils support and provision of a temporary home to Buddha Otter in 2017 was noted.

Clerk

Cllr Leech

Clerk

- 827 **2019/20 Meeting Schedule** – On the proposition of Cllr Ireland, seconded by Cllr Vachon, it was **RESOLVED** to approve the meeting schedule for the coming year.
- 828 **Policies/Documents** –
On the proposition of Cllr Goffey, seconded Cllr Leech, it was **RESOLVED** to approve the Snow and Ice Management Policy as recommended by the Policy & Resources Committee
- (Rev Singleton left the meeting)*
- 829 **WDBC Mayors and Clerks Meeting** – The Clerk advised that she had attended with the Mayor and reported that WDBC had provided Town Councils with a box with items including a condolence book, picture frame and table cloth to be used in the event of the death of a senior member of the Royal Family - 'London Bridge Policy'. The feedback received from the recent corporate peer review of WDBC had been fairly positive and the recommendations would be taken on board. Recycling was to be increased, street cleaning would be improving and 250K savings had been made by WDBC on a new joint waste collection contract with South Hams District Council. Significant savings had been made, but an additional ½ million of savings would need to be made in 2020/21. The DCC Community Together Fund, which had replaced the TAP fund, had been withdrawn.
- 830 **Civic Diary Report** – Noted that no events had been attended by the Mayor or Deputy Mayor in February 2019.
- 831 **Payment of Invoices** – On the proposition of Cllr Ireland, seconded Cllr Holt, the schedule of payments was **APPROVED**.
- 832 **Reports of Council Working Groups** –
- 832.1 **Charities** – Cllr Yelland reported that the newly appointed Solicitor had provided details of recommended structures, the relevant one being that of an Incorporated Charitable Trust. A Trustees meeting to be arranged to consider this information.
- 832.2 **Government Future of High Streets Fund** – It was reported that the expression of interest, which had received over 100 responses in support of the project, including one from LEP, had been submitted. The outcome of the bid would be known in the summer. Cllrs voiced their appreciation and thanks to Planning Officer Tom Jones for his help and support.
- 833 **Reports on Current Activities by Community Groups with Town Council Representation** -
- 833.1 **OkeRail Forum** – Cllr Ireland reported that the next meeting was on 6th June. More recently a meeting had been held in Exeter and the support of the City Council had been received.
- 833.2 **Neighbourhood Plan Group** – Cllr Yelland declared a pecuniary interest and as such would be standing down as representative at the end of the Mayoral year, as agreed with the Monitoring Officer. The Chairman was meeting the Consultant to ascertain costings for the writing of the policies.
- 834 **Members' Reports and Requests for Agenda Items** -
- 834.1 **Dartmoor National Park Forum** – Cllr Weekes had been unable to attend the meeting.

Clerk

- 834.2 Northern Parishes Link Committee** – Cllr Ireland had attended the last meeting. The Police report advised on the number of mental health issues being dealt with by the Police, there was an issue in the locality of unlocked vehicles being broken into and there was a reduction in the number of reported shoplifting incidents.
- 834.3 Okehampton Area Health and Wellbeing Alliance** – Cllr Goffey reported that there was a wide range of attendees at these meetings and that social prescribing at the medical centre was going well.

(Cllr Davies and the member of the public present left the meeting)

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 Weekes.

- 835 Okehampton Town Council Mayoral Award** – On the proposition of Cllr Goffey, seconded by Cllr Leech, it was **RESOLVED** to approve the nominations received. Clerk
- 836 Asset Transfer** – Cllr’s Yelland and Leech declared personal interests being Members of WDBC.
- On the proposition of Cllr Marsh, seconded by Cllr Goffey (1 against), it was **RESOLVED** to agree the draft proposed documentation enabling the transfer of the 3 assets to take place at the end of the month, providing the bench behind Lidl is replaced ‘like for like’ Clerk
- On the proposition of Cllr Leech, seconded by Cllr Goffey, it was further **RESOLVED** that the documentation be signed by any Members available to do so at short notice. Clerk

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

- 837 Fairplace Toilet Cleaning Contract** –
- 837.1** The tenders received for the cleaning of the toilets at Fairplace were considered and on the proposition of Cllr Goffey, seconded by Cllr Weekes, it was **RESOLVED** to accept the quotation from FCC, through WDBC, for 12 months commencing on 1st April 2019 and that it would be reviewed by the Council in 6 months. Clerk
- 837.2** It was noted that the disposal of sanitary waste was included within the contract with FCC.
- 837.3** On the proposition of Cllr Holt seconded by Cllr Goffey, it was **RESOLVED** to accept the offer from WDBC to include the servicing of the Fairplace toilet Wallgate units within their contract. Clerk
- 837.4** On the proposition of Cllr Ireland, seconded by Cllr Weekes, it was **RESOLVED** to approach Okehampton Hamlets Parish Council requesting a contribution to the running costs of Fairplace toilets for 2019/20 in the sum of 10% of the total cost. Clerk
- 838 Staffing Matters** – On the proposition of Cllr Goffey, seconded by Cllr Weekes, it was **RESOLVED** to ratify the decision of the Policy &

Resources Committee to appoint Mr G Bryant as Horticulture and Landscape Apprentice, commencing on 1st April 2019.

Clerk

- 839** **Complaints Against Councillors** – In line with the Councils Complaints Policy and Procedure the Clerk reported that during the current Mayoral year, a complaint had been made against 1 Member. This had been investigated by the Monitoring Officer at WDBC and no breach of the Code of Conduct was found to have taken place.

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

- 840** **Urgent Items** – Cllr Goffey reported on a recent session she had attended in Frome which has a population of approximately 16K. They are working to be fossil free; roads and potholes are being replaced with material made from recycled plastic; they have an agreement with a solar energy supplier for a discount for every block of 10 houses that sign up, there is a pop-up-shop for replacement/repair of electrical items and electric vehicle charging points in the town centre.

The meeting was closed at 8.45pm

Councillor Mrs J Carpenter
Mayor