

**Minutes of a meeting of Okehampton Town Council held on
Monday 30th September 2019 at 7pm in the Council Chamber, Town Hall, Okehampton**

Members Present: Councillor J Yelland (Mayor)
Councillor M Ireland (Deputy Mayor)
Councillor T Leech (Chairman, Planning)
Councillor C Marsh (Chairman, Parks)
Councillor B Tolley (Chairman, Policy & Resources)
Councillor P Vachon (Chairman, Property)
Councillor G Button
Councillor C Holt
Councillor J Goffey
Councillor D Sanger
Councillor M Tucker

In Attendance: Mrs E James (Town Clerk)
1 member of the public

- | | Action |
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| <p>333 <u>Apologies for Absence</u> – Apologies received from Cllr Penna who was ill was noted and approved on the proposal of Cllr Vachon, seconded by Cllr Marsh.</p> <p>Cllr Ball (DCC) and Cllr Davies (WDBC) had also sent their apologies</p> | |
| <p>334 <u>Expressions of Interest</u> – None</p> | |
| <p>335 <u>Urgent Items</u> – Cllr Yelland thanked everyone for their support of the Mayor’s Coffee morning which had to date raised £187 for her Charity, OkePads.</p> <p>An email received from WDBC advising that due to the proroguing of Parliament, the Public Lavatories bill had become defunct and business rates on public toilets would still be payable was read out by Cllr Yelland. The email went on to advise that WDBC would continue to pay the rates, but it was unclear how long for.</p> | |
| <p>336 <u>Deferment of Business</u> – A member of the public queried a planning application for demolition of buildings and requested consideration was given to pest control prior to the commencement of the work. He was informed that the application had been withdrawn.</p> <p>Cllr Marsh declared an interest in the planning item.</p> <p>The member of the public passed around a letter to the Council following which he left the meeting.</p> | |
| <p>337 <u>Members Questions</u> – Cllr Vachon strongly voiced his dissatisfaction that a request from him for a presentation regarding Climate Change had not been included on the agenda. The Clerk explained that the Council Climate Change Working Group had been set up to review, investigate issues regarding this subject and report back to Council with recommendations. The group had met on 26th September and would be making recommendation to the Council regarding the presentation later in the meeting.</p> | |
| <p>338 <u>West Devon Borough Council</u> – Cllr Leech reported that WDBC had delivered Standards Training to WDBC Members and Parish/Town Councils.</p> | |

The Clerk advised that the Town Council had been offered 2 spaces; 1 for the Clerk and 1 for a Member. Having previously attended herself, the Assistant Clerk attended along with the Mayor.

The proposed closure of the WDBC outreach service in the Ockment Centre had been postponed and there would be a wider review/consultation of the service across the Borough.

The recent Junior Life Skills sessions offered to all Year 6 school children across West Devon had been very successful.

WDBC's website now contained a link to the Brexit page on the Government website.

- 339** **Devon County Council** – No report
- 340** **Questions Arising from Members Reports** – None
- 341** **Adoption of Minutes of Committees and Members' Questions arising Thereon** –
- 341.1** **Planning Committee** meetings held on 10th May, 3rd June and 1st July 2019 - adoption proposed by Cllr Ireland, seconded Cllr Tolley and **AGREED**
- 341.2** **Parks Committee** meeting held on 22nd July 2019 - adoption proposed by Cllr Marsh, seconded Cllr Holt and **AGREED**
- 341.3** **Policy & Resources Committee** meeting held on 15th July 2019 - adoption proposed by Cllr Goffey, seconded Cllr Leech and **AGREED**
- 341.4** **Property Committee** meetings held on 1st and 29th July 2019 - adoption proposed by Cllr Jessop, seconded Cllr Tolley and **AGREED**
- 342** **Full Council Meeting Minutes** – The minutes of the Town Council meetings held on 29th July, 5th August and 9th September 2019 were received, signed and **APPROVED** on the proposition of Cllr Leech, seconded by Cllr Holt.
- 343** **Matters Arising** –
- 343.1** **Councillor Data Protection Registration** – It was noted that it had been confirmed by WDBC's Data Protection Officer that individual Cllr registration was no longer required.
- 343.2** **Northern Outreach Service** – Closure of the service in Okehampton had been postponed for a further review/consultation.
- 343.3** **CCTV** – The Clerk reported that invitations to tender had been sent.
- 343.4** **Council Tax Support Grant** – Responses to the review will be considered by WDBC in November.
- 343.5** **WDBC Engagement Event** – Cllr Goffey had attended on behalf of the Council and had received a few enquiries, and a thank you from a resident.
- 343.6** **IT Upgrade** – The IT equipment had been installed and new Councillor email logins provided. Most Cllrs had access to the better email system, anyone having issues were asked to contact the Clerk.

Cllr/Clerk

	<p>On the proposition of Cllr Vachon, seconded by Cllr Leech (3 against, 1 abstention), it was RESOLVED that investigation into the clearing/removal of the hard drives from the old computers and sending them abroad to others in need would be investigated for further consideration.</p> <p><i>(Cllr Button arrived)</i></p>	Clerk
344	<p><u>Councillor Vacancy</u> – It was noted the casual vacancy following the resignation of Mr Rush had been advertised and WDBC had confirmed that the council could now co-opt.</p> <p>On the proposition of Cllr Ireland, seconded by Cllr Goffey, it was RESOLVED to approve the application form.</p>	Clerk
345	<p><u>Committee Representation</u> – On the proposition of Cllr Ireland, seconded by Cllr Leech, it was RESOLVED that Cllr Jessop change from the Policy & Resources and Property Committees to take the place of ex-Cllr Rush on the Parks and Planning Committees</p>	
346	<p><u>External Audit</u> – The Council noted that the certificate and report from the External Auditor for the year ended 31st March 2019 in relation to the Annual Governance and Accountability Return had been received and no issues had been raised or recommendations made. Cllr Yelland congratulated members of staff for their work.</p>	
347	<p><u>West Devon Town Centres</u> – Following the Council's resolution on 29th July to liaise with WDBC regarding potential dates (Min Ref 221), those proposed having been unachievable, a possible date for an initial meeting of the larger stakeholders had been agreed – 2pm 7th November.</p> <p>On the proposition of Cllr Marsh, seconded by Cllr Ireland, it was RESOLVED to agree the proposed date of 7th November and to include Everything Okehampton, One Okehampton, the Arcade Association and Red Lion Yard owner in the invitation list.</p>	Clerk
348	<p><u>Town Crier</u> – On the proposition of Cllr Yelland seconded by Cllr Goffey, it was RESOLVED that the Clerk contact the local Town Crier to see if she would attend events on behalf of the Council and what her terms and conditions would be.</p>	Clerk
349	<p><u>Dartmoor Local Plan 2018-2036</u> – The Final Draft (Regulation 19) Consultation of the plan was underway and concluded on 1st November, the focus of the consultation being on its soundness, local compliance and compliance with the Duty to Cooperate.</p> <p>On the proposition of Cllr Jessop, seconded by Cllr Tucker, it was RESOLVED that Cllr Ireland would work with either the Clerk or Assistant Clerk to draw up a proposed submission for recommendation to full Council on 28th October.</p>	Cllr Ireland/ Clerk/ Ass. Clerk
350	<p><u>Okehampton Show 2020</u> – On the proposition of Cllr Jessop, seconded by Cllr Goffey, it was RESOLVED that the Council share a stand with WDBC at the show in 2020.</p>	
351	<p><u>Traffic and Pollution</u> – Correspondence received from a member of the public was considered by the Council. Work undertaken over the years in relation to traffic concerns within the town and related issues were debated.</p>	

The traffic report from a survey undertaken by DCC at the end of 2018 was still awaited, despite having been promised by the Spring in 2019.

On the proposition of Cllr Leech, seconded by Cllr Tucker, it was **RESOLVED** to continue to lobby DCC with regards to the awaited report and to liaise with the school regarding the possibility of them reinstating a virtual bus.

Clerk/
Cllr Button

352 **Moor Otters** – It was commented that the 2017 Moor Otter project had been a success and brought visitors into the town. On the proposition of Cllr Marsh, seconded by Cllr Button, it was **RESOLVED** to host an Otter in Simmons Park during the 2020 event at a cost of £360, inc. VAT.

Clerk

353 **Policies/Documents** –

353.1 On the proposition of Cllr Marsh, seconded Cllr Tolley, it was **RESOLVED** to approve the Simmons Park & Kempley Meadows as recommended by the Policy & Resources Committee.

353.2 On the proposition of Cllr Leech, seconded by Cllr Jessop, it was **RESOLVED** to approve the Planning Committee Terms of Reference as recommended by the Policy and Resources Committee:

354 **Civic Diary Report** – Events attended in July and August 2019 by the Mayor and Deputy Mayor were noted

355 **Remembrance Service and Parade, 10th November 2019** – On the proposition of Cllr Jessop, seconded by Cllr Ireland, it was **RESOLVED** to open the Charter Hall after the parade for tea and biscuits to anyone who wanted to attend, and to invite local groups, subject to agreement of the RBL, to set up relevant displays.

Clerk

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

357 **Reports of Council Working/Task & Finish Groups** –

357.1 **Charities** – The Clerk reported that a timescale for the work had been provided by the Solicitor indicating that it could be completed by the end of the financial year.

357.2 **Climate Change** – It was reported that the group had held their first meeting on 26th September, the notes of which would be circulated to Members. The following recommendations were made to the Council for consideration:

- That the Council sign up to the Tree Charter
- That 2 Cllrs are nominated to attend external groups as follows:
 - Cllr Button - Okehampton Climate Change
 - Cllr Goffey - corporate meetings; ie DCC and WDBC
- That the Climate Group initially view a presentation that Cllr Vachon had requested be included on a full Council agenda with a view to potentially holding a public meeting to share it with the local community and rest of the Council. A date of 30th November for the public meeting was suggested – this being the 2019 Tree Charter date.

On the proposition of Cllr Marsh, seconded by Cllr Ireland, it was **RESOLVED** to approve the 3 listed recommendations.

Clerk

- 357.3 Strategic Plan** – It was noted that a revised document would be presented to the Policy & Resources Committee on 14th October.
- 357.4 VE Day and VJ Day Anniversaries** – On the proposition of Cllr Yelland, seconded by Cllr Goffey, it was **RESOLVED** that Cllr Jessop take the place of Cllr Vachon who had stood down from this group.
- 358 Reports on Current Activities by Community Groups with Town Council Representation** -
- 358.1 Neighbourhood Plan Group** – Cllr Leech reported that he had only been able to attend the last meeting for a short period of time, and no minutes had yet been received.
- 359 Members' Reports and Requests for Agenda Items** -
- 359.1 Okehampton Matters** – Cllr Vachon reported that he had missed the previous meeting. Cllr Tolley was confirmed as the 2nd Member nominated to attend these meetings.

Clerk

The Chairman closed the meeting at 8.20pm.

Councillor Mrs J Yelland
Mayor