

**Minutes of a meeting of Okehampton Town Council held on
Monday 25th November 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 J Goffey
 Councillor C Holt
 Councillor D Penna
 Councillor D Sanger
 Councillor B Tolley
 Councillor D Travers
 Councillor M Tucker

In Attendance: Mrs E James (Town Clerk)
 Councillor K Ball (DCC)
 Councillor M Davies (WDBC)
 Ms H Clark (DCC, Senior Transport Planning Officer)
 1 Member of the public

Prior to commencement of the meeting Prayers were offered by Cllr Rev M Davies for those who wished to take part.

		Action
485	<u>Expressions of Interest</u> – Cllrs Vachon, Yelland and Leech declared an interest in Min Ref 496.1 being members of WDBC	
486	<u>Apologies for Absence</u> – None	
487	<u>Deferment of Business</u> – None	
488	<u>Members Questions</u> – None	
489	<p><u>West Devon Borough Council</u> – Cllr Davies reported that there had been reports of overflowing dog waste bins; this had been due to contractors staffing issues which had been resolved and the bins emptied.</p> <p>WDBC's Climate Change group had put forward 170 ideas that could be implemented to make a difference as a recommendation for consideration.</p> <p>Cllr Leech advised they were working on the budget for 2020/21 and the new recycling scheme was due to commence in December. He had visited 21 primary schools to promote the scheme and was due to visit another 2.</p> <p>Cllr Yelland reported on the boroughwide service review including the northern outreach service and recommendations that had been made which included; promotion of online services, support to those most in need by way of home visits, provision of assisted self-service facility in Tavistock and a refocus and extended boroughwide outreach service.</p>	
490	<u>Devon County Council</u> – Cllr Ball advised on the progress of highways issues; the crossing in Fore Street which was failing would be re-laid; that Highways were in dispute with the contractor who, when undertaking pavement repairs in East Street, had marked the services with permanent	

marker; and conversations were ongoing with regards to a solution relating to parking in the layby outside of a shop in East Street.
No further information was available regarding the railway, but a franchise announcement was expected in 2020.
Cllr Ball tendered his apologies for the meeting in December.

491 Questions Arising from Members Reports – None

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 Goffey.

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

492 Town Centre Traffic and Infrastructure Survey Report – Ms Clark apologised for the delay in preparing the report from the survey carried out in early 2018. The report and documentation were tabled and explained.

Documentation to be available in the Town Hall for Members to review over the following weeks. Comments and questions to be passed to the Clerk for collating and return prior to Christmas.

Councillors/
Clerk

(Cllr Ball and Ms Clark left the meeting)

493 CCTV – Item deferred until the end of the meeting

PART ONE

On the proposition of Cllr Leech, seconded by Cllr Tolley, it was **RESOLVED** to return to Part One of the meeting.

(A member of the public returned to the meeting)

494 Adoption of Minutes of Committees and Members' Questions arising Thereon –

494.1 Policy & Resources Committee meeting held on 14th October 2019 - adoption proposed by Cllr Tolley, seconded Cllr Sanger and **AGREED**

494.2 Parks Committee meeting held on 16th September 2019 - adoption proposed by Cllr Marsh, seconded Cllr Ireland and **AGREED**

494.3 Planning Committee meetings held on 5th August, 2nd September, 7th and 21st October 2019 - adoption proposed by Cllr Goffey, seconded Cllr Jessop and **AGREED**

495 Full Council Meeting Minutes – The minutes of the Town Council meeting held on 28th October 2019 were received, signed and **APPROVED on the proposition of Cllr Yelland, seconded by Cllr Ireland.**

496 Matters Arising –

496.1 Council Tax Support Grant – Correspondence from WDBC advising that the Hub Committee had recommended 100% withdrawal of the grant from 1st April 2020 and the impact upon the budget was noted.

497 Committee Membership – On the proposition of Cllr Yelland, seconded by Cllr Ireland, it was **RESOLVED that Cllr Travers be nominated to sit on the**

Policy & Resources and Property Committees for the remainder of this council year.

- 498** **Anti-Social Behaviour** – An acknowledgement of the letter sent to the PCC had been received advising that a member of the team had been appointed to look further into the issues raised.

It was noted that further correspondence had been received from the PCC regarding a potential opportunity for the town to benefit from support in the area of preventing business crime. A response being required by 5th December which was not feasible due to meeting timescales. The Clerk advised she would write requesting an extension of time so that it could be considered at the next meeting on 16th December.

Clerk

- 499** **Remembrance Parade and Service 2020** – On the proposition of Cllr Goffey, seconded by Cllr Jessop, it was **RESOLVED** that a wreath be ordered for 2020 and a donation to be made to the value of £50.

- 500** **Councillor Surgery** –

- 500.1** On the proposition of Cllr Jessop, seconded Cllr Tucker, it was **RESOLVED** to broaden the Town Councillor Surgeries from January 2020 to include DCC and WDBC.

- 500.2** On the proposition of Cllr Ireland, seconded Cllr Sanger, it was further **RESOLVED** to consult with Members of WDBC and DCC with regards to the days and times the surgeries will be held.

Clerk

- 501** **Internal Audit** – The Clerk reported that the interim audit had taken place on 13th November and the report would be reviewed at the Policy & Resources Committee meeting on 9th December.

- 502** **Plymouth and South West Devon Supplementary Planning Document (SPD) and Statement of Community Involvement (SCI) Consultation** – On the proposition of Cllr Ireland, seconded by Cllr Holt, it was **RESOLVED** that Cllrs Goffey and Jessop work alongside the Clerk to recommend a response to next full Council. Any other Councillor who wish to comment should email Cllr Goffey, or respond individually to the Consultation.

Cllrs Goffey
Jessop and
the Clerk

- 503** **Push Bike** – The Clerk reported that the push bike that had been found in the river running through Simmons Park had not been claimed and the Police had advised it could be sold or disposed of.

On the proposition of Cllr Ireland, seconded Cllr Sanger, it was **RESOLVED** that the bike be advertised for closed bids; the bike going to the highest bidder and the proceeds to OkePads the Mayors Charity.

Clerk

- 504** **Civic Diary Report** – Events attended during October 2019 by the Mayor and Deputy Mayor were noted

- 505** **Town Council Office Christmas and New Year Opening Hours** – It was noted that the office would close to the public at 4pm on Thursday 19th December and reopen at 9.30am on Thursday 2nd January 2020.

- 506** **Payment of Invoices** – On the proposition of Cllr Ireland, seconded Cllr Holt, the schedule of payments was **APPROVED**.

- 507** **Reports of Council Working/Task & Finish Groups –**
507.1 **Charities** – No meeting to report upon. The Solicitor had been away but was now working on the documentation which should be received shortly.
- 507.2** **Climate Change** – On the proposition of Cllr Tolley, seconded by Cllr Sanger it was **RESOLVED** that a climate change community event be held in the Charter Hall on 18th January 2020 in conjunction with a council coffee morning to showcase what Okehampton Town Council and other groups were doing in and around Okehampton. To include a Dartmoor National Park presentation shown by Cllr Vachon and a short presentation produced by Western Power. WDBC, DCC and other groups to be invited to attend.
- 507.3** **Strategic Plan** – No further meeting to report upon.
- 508** **Reports on Current Activities by Community Groups with Town Council Representation -**
508.1 **Neighbourhood Plan Group** – The last meeting had been cancelled and had yet to be rearranged.
- 509** **Members' Reports and Requests for Agenda Items -**
509.1 **Okehampton Matters** – The meeting had been cancelled and rearranged to take place on 16th January 2020.

Working
Group/
Clerk

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 Ireland.

(Members of the public present left the meeting)

- 510** **CCTV –**
510.1 A briefing paper detailing the tender returns for the installation of a CCTV system for the town and park, and monitoring was tabled and considered. This would be further considered for resolution at the next full Council meeting in conjunction with the setting of the budget and precept for 2020/21.

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

- 510.2** On the proposition of Cllr Yelland, seconded by Cllr Jessop it was **RESOLVED** to seek further quotations for the monitoring aspect of the project prior to the next meeting.
- 510.3** On the proposition of Cllr Ireland, seconded by Cllr Vachon, it was **RESOLVED** that if approved, CCTV responsibility and budget would sit with the Policy & Resources Committee.

On the proposition of Cllr Goffey, seconded Cllr Leech, it was **RESOLVED** to exit Part Two and ratify decisions made in Part Two.
The Chairman closed the meeting at 8.50pm.

Councillor Mrs J Yelland
Mayor