



Okehampton Town Council

Town Hall
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Okehampton
Devon
EX20 1AA

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Emma James
Town Clerk

20th January 2020

Dear Councillor

You are summoned to attend a meeting of Okehampton Town Council to be held on Monday 27th January 2020 at 7pm in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

Emma James
Town Clerk

Prayers will be offered by Cllr Rev Mike Davies for those who wish to participate

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

Urgent items - items for information only can be brought to the attention of the Council at the discretion of the Chairman at the end of the meeting.

No decision can be taken on items not detailed on the published agenda.

Business to be Transacted

1. **Apologies for Absence** – To receive and resolve to approve apologies for absence
2. **Deferment of Business** – For questions from the public to bring matters of concern to the attention of the Town Council
3. **Members' Questions** - To receive questions from Members regarding the workings of the Council
4. **West Devon Borough Council** - To receive the report of the West Devon Borough Councillors, if present
5. **Devon County Council** - To receive the report of the Devon County Councillor, if present
6. **Questions Arising from Member Reports** – Questions arising from WDBC and DCC reports in relation to items as presented to the meeting to be summarised and recorded by the Clerk for forwarding to the relevant persons.
7. **Adoption of Minutes of Committees and to Receive Questions from Members Thereon** –

- 7.1 To adopt the minutes of the **Policy & Resources Committee** meetings held on 2nd and 9th December 2019 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
- 7.2 To adopt the minutes of the **Parks Committee** meetings held on 18th November and 2nd December 2019 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
8. **Full Council Meeting Minutes** - To receive, sign and approve the minutes of the Town Council meeting held on 16th December 2019
9. **Matters Arising** – To note updates and consider actions as required:
- 9.1 **Anti-Social Behaviour** – To note that the Police & Crime Commissioner has agreed to a meeting with the Mayor, Clerk, local Police Inspector, police advocate and Okehampton College vice-principle on 2nd March 2020.
- 9.2 **Moor Otters 2020** – To note that the preferred Otters had already been reserved and No 16 has been selected for the Council to host, and to resolve to delegate further arrangements to the Chairman of the Parks Committee and the Clerk.
10. **2020/21 Budget and Precept** –
- 10.1 To consider the budget papers and to resolve to agree the budget and precept amount to be requested from WDBC for the 2020/21 financial year.
- 10.2 To consider and resolve any budget elements which may be ‘rolled over’ from this financial year, 2019/20, into the 2020/21 financial year
11. **Dartmoor Railway** – To receive a report from Cllr Ireland following the announcement of the proposed sale of Dartmoor Rail and to resolve to make representation as necessary
12. **Meeting Dates** – To resolve to reschedule the full Council meetings due to be held on Tuesday 5th May 2020 to Monday 4th May 2020 following the bank holiday changes made by the Government.
13. **Royal Garden Party Nomination** – The Council is invited by DALC to nominate a past or current serving Mayor to attend a Royal Garden Party at Buckingham Palace on 27th May 2020. A total of 4 nominees will be selected at random after the closing date of 29th January 2020.
13. **West Devon Mayoral Awards 2019/20** - To resolve nominations for the awards
14. **Preventing Business Crime** –
- 14.1 To note a response to a request that the survey includes other areas of crime/concern within the town and not restricted specifically to businesses
- 14.2 To resolve to accept the invitation on the basis that the assessment focuses on the prevention of crime against businesses
15. **Freedom of Information Request** – To note that a freedom of information request was received on 2nd January 2020 for a detailed breakdown of all costs and part numbers for the winning CCTV tender. A response was sent by the Clerk on 6th January 2020 providing the total cost of each tender received.
16. **OCRA Stakeholder Trustees** – Cllr Tolley’s term of Office as a Trustee of OCRA ceased on 15th January 2020. The Council is requested to resolve to nominate a Councillor as Trustee for a term of office which is 1 year. The nominated Trustee is expected to attend the AGM which is on 12th February
17. **Consultation – Strengthening Police Powers to Tackle Unauthorised Encampments** – To consider the submission of a response to the consultation which ends on 5th March 2020, noting that the National Association of Local Councils (NALC) have requested that responses are sent to them by 19th February 2020 in order that they can take into account the views of the sector when responding.

18. **Consultation - Devon Association of Local Councils** – To note that DALC will be registering as a Company in April 2020, to review the draft Memorandum and Articles of Association and resolve any comments the Council would like to make in relation to the documentation
19. **Town Centres Meeting** – To note minutes of the meeting held in November 2019
20. **Two Museums Walk** –
 - 20.1 To note that Sticklepath Parish Council are considering reopening the Two Museums Walk which runs between Okehampton and Sticklepath which also passes through the parishes of Belstone and Okehampton Hamlets and have requested assistance from the Town Council.
 - 20.2 To resolve to nominate a Member to attend meetings being arranged to discuss this further and ascertain what assistance they require and which Committee this should be reported to
21. **CCTV** – To receive an update on progress from Cllr Leech and the Clerk following a meeting with the preferred contractor on 17th January 2020
22. **Civic Diary Report** – To note events attended by the Mayor and Deputy Mayor during December 2019
23. **Civic Events**
 - 23.1 **Civic Dinner** – To resolve to approve the allocation of ‘duty tickets’ for the Civic Dinner on 6th March 2020
 - 23.2 **Civic Service** – To resolve the location and time of the Civic Service which is on 20th September 2020
24. **Payment of Invoices** - To approve payment of invoices as per the schedule
25. **Reports of Council Working/Task and Finish Groups** – To consider, note reports and any arising action required:
 - 25.1 **Charities** (Cllrs Yelland, Leech and Marsh)
 - 25.2 **Climate Change** (Cllrs Button, Goffey, Ireland, Jessop and Leech) – to receive a report from the group and consideration of recommendations outlined in the report
 - 25.3 **Strategic Plan** (Cllrs Yelland, Ireland and Leech)
26. **Reports on Current Activities by Community Groups with Town Council Representation** – To consider, note reports and any arising action required
 - 28.1 **Neighbourhood Plan Group** (Cllrs Goffey, Leech and Penna)
27. **Members’ Reports and Items for Agendas** - To receive reports from Members attending other organisations on behalf of the Council:
 - 27.1 **Okehampton Matters** (Cllrs Vachon and Tolley)

PART TWO

Items which may be taken in the absence of the press and public.

The Committee is recommended to pass the following resolution:

‘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 items as they involve the likely disclosure of sensitive and confidential information.’

28. **Town Centre Traffic and Infrastructure Survey 2018** – To note correspondence from DCC following feedback from Members and to make a resolution as required in relation to the next steps
29. **Town Development** – To note, consider and resolve any action required