

**Minutes of Okehampton Town Council Meeting held on
Monday 3 February 2014 in the Council Chamber, Town Hall, Okehampton
at 7.00 pm**

Members Present: Councillor M Davies (Town Mayor)
Councillor R Boyce
Councillor T Cummings
Councillor Mrs J Goffey
Councillor Dr M Ireland
Councillor A Leech
Councillor C Letchford
Councillor Mrs M McDonald
Councillor Mrs C Marsh
Councillor B Stephens
Councillor P Vachon
Councillor Mrs J Yelland

In Attendance: Mrs J Gillard (Deputising for Town Clerk)

422. Apologies for Absence - Apologies for absence were presented on behalf of Councillor D Weekes.

The Mayor opened the meeting by welcoming the two new Council Members, Councillor Mrs J Yelland and Councillor B Stephens.

423. Deferment of Business - (for comment by the public) - There were no questions raised by members of the public present.

424. Dementia Awareness Presentation - Councillors received a presentation from Mr K Crawford, Devon Senior Voice, Mr A Roberton, Chair of Rotary, Julie and Jean from Okehampton College. They explained their wish to make Okehampton a dementia-friendly community, of which there are already 15 in Devon. A memory café is being operated from the College on the second Tuesday of every month and if the initiative progresses, training would be available for shops and businesses in the town. The initiative is being supported by the Rotary who are also supplying some funding for it. Handouts issued with more details. The Mayor agreed to include this item again on the next full Council agenda in order that discussions may take place to ascertain what support the Town Council may be able to give.

425. Members' Questions - The following question was raised by Councillor C Letchford:

‘As parking fees for the Simmons Park car park do not fall within the remit or terms of reference of the Property Committee, by what authority did that Committee, at its meeting on 9th December, suspend parking fees at that car park until the end of December 2013?’

Councillor Mrs M McDonald stated the question raised should state, ‘suspend parking fees after 3.30 pm’ as per the minutes at that meeting. The Acting Clerk advised that, following clarification obtained from DALC, the Property Committee had no authority to make this decision. It is only the Committee that has the delegated

authority for an area that can make a decision on subjects connected with it. She also advised that urgent items could only be raised if they were items of information only, it was not lawful to make a decision on any item at any meeting if the issue was not detailed fully on the agenda issued prior to the meeting. The wording on future agendas has been amended to reflect this. It was agreed that when the Council Standing Orders were reviewed, that guidelines for discussion of urgent items be incorporated.

- 426. West Devon Borough Council** - Councillor Leech advised that the footbridge in Exeter Road over the railway line looked likely to progress next year. Guidelines for setting of council precepts were still being reviewed by Mr Pickles and there was still a potential a cap could be introduced. Fraud investigations were to be transferred, potentially from West Devon Borough Council to the Department for Work and Pensions. New homes bonuses, if a large development turned down by the local authority then successful on appeal, it was possible the bonus may not go to local authorities in future.

Councillor Mrs C Marsh advised West Devon were investigating the possibilities of introducing a design panel such as the one already in force in South Hams, this would include independent architects who would give their opinions on designs of developments put forward.

- 427. Devon County Council** - There were no Devon County Councillors present.

- 428. Adoption of Minutes of Committees and to Receive Questions from Members Thereon** -

- 428.1 Policy and Resources Committee** - Councillor Mrs M McDonald invited Members to adopt the minutes of the meetings of the Policy and Resources Committee held on 25 November 2013 and 2 December 2013. Councillor T Cummings proposed, Councillor Mrs J Goffey seconded and there being no questions or amendments the minutes were resolved unanimously.

- 428.2 Planning Committee** - Councillor A Leech invited Members to adopt the minutes of the Planning Committee meeting held on 16 December 2013. Councillor Dr M Ireland proposed, Councillor C Letchford seconded and there being no questions or amendments, the minutes were resolved unanimously.

- 428.3 Parks Committee** - Councillor Mrs C Marsh invited Members to adopt the minutes of the Parks Committee meetings held on 4 November 2013 and 2 December 2013. Councillor Mrs C Marsh proposed, Councillor Mrs J Goffey seconded and there being no questions or amendments, the minutes were resolved unanimously.

- 428.4 Property Committee** - Councillor Mrs J Goffey invited Members to adopt the minutes of the meetings of the Property Committee held on 2 December 2013 and 9 December 2013. Councillor A Leech proposed, Councillor T Cummings seconded and there being no questions or amendments, the minutes were resolved unanimously.

- 429. Full Council Meeting Minutes** - Members received the minutes of the Town Council meetings held on 6 January 2014 and 13 January 2014 which were approved, signed

and adopted on the proposition of Councillor Dr M Ireland and seconded by Councillor T Cummings.

430. Matters Arising -

430.1 Okehampton Tourist Information Centre - The Acting Clerk advised a letter had been received today which has been forwarded to Members for consideration. To be reviewed at next Policy and Resources Committee meeting.

430.2 Mayor's Community Breakfast - The Mayor advised a further breakfast had taken place with the speaker being Dr T Watson, it was held in the Charter Hall with a good attendance. Next breakfast speaker to be Revd S Cook, but date not yet arranged.

430.3 Staffing Matters - The Acting Clerk advised the role of Clerk had been advertised, many enquiries had been received and, to date, five applications received.

430.4 WDBC Boundary Review - The Acting Clerk advised Councillor C Letchford, Councillor Mrs M McDonald and the Chair of the Hamlets Council, Councillor D Webber, had met and formulated a joint response which had been forwarded to West Devon, Clerk to issue copy of this to all Councillors. Councillor A Leech advised that West Devon had put forward four options to the Boundary Commission for consideration.

430.5 Destination Okehampton - Councillor Dr M Ireland advised no meeting had taken place, he was preparing a written report for distribution in connection with the railway. One of his students had completed their research project on the town which may be presented to the Town Council at a future date.

431. Civic Diary Report - The Mayor advised he had attended the following events:
10 January (morning) with the Deputy Mayor judged the Lions Club regional photographic competition
10 January (afternoon) Community Lynx at Okehampton College
10 January (afternoon) Okehampton Children's Centre
15 January (morning) Mayor's Breakfast

The Deputy Mayor, Councillor P Vachon, attended the funeral of former Mayor Mrs Sylvia Westlake.

432. Investment of Council Funds - Carried forward to next meeting.

433. Annual West Devon Mayoral Awards - Request for nominations received from West Devon Borough Council, it was agreed to leave to individual Councillors to make nominations as they saw fit.

434. Simmons Homes Charity - Letter received from Clerk of the Charity advising of the retirement of Mr N Molland and requesting nomination from the Town Council of a new Trustee to serve on the Charity. It was proposed by Councillor C Letchford and seconded by Councillor M Ireland that the post be advertised. Seven Councillors in favour, four abstentions.

435. **Community Asset Register** - Carried forward to next meeting.
436. **Community Health Care** - A letter of concern had been received from residents, although Councillors fully appreciated the issues raised felt they were not in a position to influence major changes, however it was agreed to suggest to Mr Marshall a Healthwatch feedback form be completed, he raise the issues with the local MP and the Clerk advised a representative from Healthwatch would potentially be present at the next Northern Links meeting and she would raise his issues with that person at the time.
437. **Chamber of Trade** - Copy of new monthly event initiative distributed to Councillors and noted. Town Council membership of Chamber to be added to next Policy and Resources Committee meeting as it was felt the Council should be members of this organisation.

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 items as they involve the likely disclosure of sensitive and confidential information. Proposed by Councillor Mrs M McDonald, seconded by Councillor A Leech.

438. **Civic Dinner**

Meeting declared closed at 8.30 pm.

Councillor M Davies
Town Mayor