



Okehampton Town Council

4th May 2020

Dear Councillor

You are summoned to attend a remote meeting of Okehampton Town Council to be held on Monday 11th May 2020 at 7pm.

Joining Information

By Internet

<https://us02web.zoom.us/j/87636179378>

Meeting ID: 876 3617 9378

Password: 177166

Dial in by phone

0203 481 5237 United Kingdom

0203 481 5240 United Kingdom

Meeting ID: 876 3617 9378

Password: 177166

Yours faithfully

E James

Emma James

Town Clerk

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 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** meeting held on 16th March 2020 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 and approve the minutes of the Town Council meeting held on 20th April 2020 for signing at a later date
9. To note that a press release in lieu of the Mayors speech that would normally made at the Annual Council Meeting and Mayor Choosing event is being submitted to the local papers
10. **Finances**
 - 10.1 To approve payment of invoices as per the schedule
 - 10.2 To resolve to approve the payments made under delegated powers on the schedule of payments dated 4th May 2020
 - 10.3 To review and resolve to approve the Council's investments as at 31st March 2020
 - 10.4
 - i) To resolve to approve the virement of £1,800 from general reserves to the Mayors Allowance budget for 2020/21 (the figure falling within the surplus of the Mayors Expense budget for the 2019/20 financial year)
 - ii) To resolve to approve the division of the £1,800 between regular Charity group users of the Charter Hall who had to cancel bookings between 14th March and 16th May 2020 due to COVID-19 and as such lost income, and the Terry Bennet Centre – donating an amount of £163.63 to each of the groups to be paid by BACS
11. **Dispensation** - To note the grant of dispensation made by the Town Clerk in relation to those Councillors who are also Trustees of the Council's Charities permitting them to take part in discussions and vote on related matters
12. **Policies/Documents**
 - 12.1 To resolve to approve the following listed documents, previously circulated, and as recommended by the Policy and Resources Committee:
 - Body-Worn CCTV Policy & Operational Procedural Guidelines
 - Born-Worn CCTV Privacy Impact Statement
 - Body-Worn CCTV Incident Log
 - Document Retention Policy
 - Strategic Plan 2019-2023
 - Climate Change and Biodiversity
 - Democracy
 - 12.2 To review and resolve to approve the Neighbourhood Development Plan Working Group Terms Expenditure Protocol, subject to agreement from Okehampton Hamlets Parish Council
13. **Cemetery Management, All Saints Church** – To consider the briefing paper, previously circulated, and resolve to approve the appointment of a Solicitor for the provision of initial specialist legal advice at a quoted cost of up to approximately £700
14. **Complaints Against Councillors** – To receive a report from the Clerk in relation to complaints received against Councillors in the 2019/20 Mayoral Year as required by the Council's Complaints Policy and Procedure