



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

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townclerk@okehampton.gov.uk

Emma James
Town Clerk

20th July 2020

Dear Councillor

You are summoned to attend a remote meeting of Okehampton Town Council to be held on Monday 27th July 2020 at 7pm.

Joining Information

<https://us02web.zoom.us/j/84317217905>

Meeting ID: 843 1721 7905

Password: 459950

By Phone

0131 460 1196 United Kingdom

0203 051 2874 United Kingdom

Meeting ID: 843 1721 7905

Password: 459950

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 and approve apologies for absence.
To note that in accordance with NALC recommended best practice, Members absent without apologies will be recorded in the minutes of Council and Committee meetings to which they are required to attend.

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 June 2020 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 **Planning Committee** meeting held on 1st June 2020 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
 - 7.3 To adopt the minutes of the **Property Committee** meetings held on 17th February and 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 29th June 2020 for signing at a later date
9. **Co-option of Councillor** – To consider applications received and to resolve to op-opt to fill the Councillor vacancy
10. **Matters Arising** – To note updates and consider actions as required -
 - 10.1 WDBC Public Space Protection Orders, Dog Control Articles Consultation – To note that public consultation in relation to the proposals for Simmons Park was required, the responses to which will be forwarded to WDBC after 31st July 2020, responses received up to the publication of the agenda as previously circulated
 - 10.2 To note a letter from DCC in response to the Council's query regarding the allocation of Government COVID19 funding
11. **Anti-Social Behaviour** – To note that occurrences of anti-social behaviour in the town and Simmons Park are increasing and to resolve to write to the Police & Crime Commissioner highlighting the increase of events and in support of local officers
12. **Code of Conduct Consultation** – To consider and resolve to approve the proposed response to the consultation, previously circulated, which closes on 17th August 2020
13. **West Devon BT Payphone Kiosk Removal Consultation** – To consider a response to the consultation which closes on 4th August 2020

14. **DCC Special Schools Consultation** – To consider a response to the consultation which closes on 18th September 2020
15. **Fairplace Public Toilets** – To consider and make a resolution in relation to the proposal by Cllr Tucker to reopen the public toilets at Fairplace as set out in the previously circulated report
16. **Councillor Surgeries** – To receive feedback from Members who hosted the remote events in June and July, consider and resolve whether to continue to hold them in this format
17. **Civic Event** – To resolve to approve agreement that arrangements as appropriate for an event or mayoral presentation to be held in the autumn is delegated to the Mayor and Clerk
18. **Policies/Documents** – Consideration of approval of the following listed documents, previously circulated, and as recommended by the Policy and Resources Committee:
- Uniform Policy for Employees
19. **Finance**
- 19.1 To resolve to approve payment of invoices as set out in the schedule and ratify the payment approved on 13th July 2020 for the purchase of a replacement tractor
- 19.2 To resolve to create a Task & Finish Group for the purpose of reviewing the budgets attributed to each Committee and full Council, and approval of the Terms of Reference, previously circulated
- 19.3 To receive a report from the Clerk in relation to loss of income resulting in the COVID19 pandemic
- 19.4 To note a press release of 2nd July 2020 by Rt Hon R Jenrick MP, previously circulated, detailing a funding package for councils to help address coronavirus pressures and cover lost income during the pandemic. It is not thought the funding will reach this level of Council but will be applied for if possible.
20. **Reports of Council Working/Task & Finish Groups** – To consider, note reports and resolve any arising action as recommended:
- 20.1 **Charities** (Cllrs Leech, Marsh and Yelland) –
- 20.2 **Climate Change** (Cllrs Button, Goffey, Ireland, Jessop and Leech) - Paused
- 20.3 **COVID19 Recovery** (Cllrs Button, Goffey, Marsh, Penna, Travers and Tucker) - To consider the previously circulated report and resolve to approve recommendations
- 20.4 **Cemetery Management** (Cllrs Goffey, Jessop, Marsh and Tolley) – To consider the previously circulated report and resolve action required
- 20.5 **VE/VJ Day** – To receive a report from the group, which normally reports to Policy & Resources Committee, consider and resolve to approve events on VJ Day, 15th August 2020
21. **Reports on Current Activities by Community Groups with Town Council Representation**
- Neighbourhood Plan Group** (Cllrs Goffey and Leech) – To receive a report from Cllr Leech
22. **Members' Reports and Items for Agendas** - To receive reports from Members attending other organisations on behalf of the Council:
- Okehampton Matters** – Cllr 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.'

- 23. Merlin Cinema – To receive and consider correspondence received and a report from the Clerk, and to resolve action to be taken**