



Okehampton Town Council

21st September 2020

Dear Councillor

You are summoned to attend a remote meeting of Okehampton Town Council to be held on Monday 28th September 2020 at 7pm.

Joining Information

<https://us02web.zoom.us/j/84914865436>

Meeting ID: 849 1486 5436

Passcode: 728820

By Phone

0203 901 7895 United Kingdom

0131 460 1196 United Kingdom

0203 051 2874 United Kingdom

Meeting ID: 849 1486 5436

Passcode: 728820

Yours faithfully

E James

Emma James

Town Clerk

01837 53179

townclerk@okehampton.gov.uk

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.
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 13th July and 10th August 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 **Personnel Sub-Committee** meeting held on 18th October 2019 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 **Parks Committee** meeting held on 9th 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 27th and 30th July and 10th August 2020 for signing at a later date
9. **Councillor Vacancy** - To note an election is not required to be called in relation to the vacancy left in July following the resignation of Mrs Tucker and the Notice of Vacancy following the resignation of Mr Penna has been published.
10. **Matters Arising** – To note updates and consider actions as required -
 - 10.1 **WDBC Public Space Protection Orders, Dog Control Articles Consultation** – To receive an update from the Clerk
 - 10.2 **Anti-Social Behaviour** – To note responses from the letter sent to the Police & Crime Commissioner in July 2020 and receive a report from the Clerk in relation to recent issues
11. **Council Committee and External Bodies Membership** –
 - 11.1 To resolve to appoint Cllr Wood to Committees
 - 11.2 Consideration of the nomination of a Member to sit on WDBC's Cluster Group for emergencies including the COVID19 pandemic
12. **Admin Officer and Mayor's Assistant Vacancy** – To note that Mrs A Horn was appointed and commenced work for the Council on 14th September 2020
13. **CCTV** – To receive a report from Cllr Leech on progress and to note that a single remote camera has been purchased to initially be sited in Simmons Park as part of the main contract on the approval of Cllrs Yelland and Marsh.
14. **WDBC Supporting our Towns** – To receive and update from Cllr Yelland and the Clerk
15. **Town Centre Traffic and Infrastructure** – To note that a public consultation, including a webinar, will be running from 16th October to 15th November 2020 and receive an update from the Clerk
16. **DCC Local Flood Risk Management Strategy Consultation** – To note the consultation for an updated strategy covering the period 2021-2027 and resolve a response by the closing date of 15th October 2020
17. **Public Transport** – To note correspondence received in relation to student transportation on public transport
18. **Sheep Grazing on Dartmoor** – To consider a report from Cllr Leech about a decision to stop sheep grazing on parts of Dartmoor

19. **Councillor Surgeries** – To further review the future of the Councillor Surgeries following the holding of virtual surgery on 17th September 2020
20. **Civic Events** –
 - 20.1 **Mayor’s Award Presentation** – To note that the presentation event arranged to take place on 17th September was cancelled due to the pandemic
 - 20.2 **Remembrance Parade and Service** – To receive an update
 - 20.3 **Edwardian Evening** – To receive an update and consider Council involvement
21. **Finance** - To resolve to approve payment of invoices as set out in the schedule
22. **Reports of Council Working/Task & Finish Groups** – To consider, note reports and resolve any arising action as recommended:
 - 22.1 **Charities** (Cllrs Leech, Marsh and Yelland) – To note that documentation has been sent to the Charity Commission by the Solicitor and to resolve to approve the Solicitor proceed with the preparation of a draft management agreement between the Trustees and the Council at the quoted cost of between £680 and £850
 - 22.2 **Climate Change** (Cllrs Button, Goffey, Ireland, Jessop and Leech) - Paused
 - 22.3 **COVID19 Recovery** (Cllrs Button, Goffey, Marsh, Travers and Tucker) - To receive a report and resolve to approve recommendations
 - 22.4 **Cemetery Management** (Cllrs Goffey, Jessop, Marsh and Tolley) – To receive an update and resolve action required
 - 22.5 **Budget Review** – (Mayor and Committee Chairmen) – To receive feedback
23. **Reports on Current Activities by Community Groups with Town Council Representation Neighbourhood Plan Group** (Cllrs Goffey and Leech) – To receive an update from Cllr Leech, consider and resolve to approve the appointment of a Consultant for the provision of an initial 10 to 15 days consultant support with the intention of producing a draft plan based on existing work, information and evidence at the estimated sum of between £5,000 and £7,500
24. **Members’ Reports and Items for Agendas** - To receive reports from Members attending other organisations on behalf of the Council:
Okehampton Matters – Cllr Tolley