



Okehampton Town Council

23rd November 2020

Dear Councillor

You are summoned to attend a remote meeting of Okehampton Town Council to be held on Monday 21st December 2020 at 7pm.

Joining Information

<https://us02web.zoom.us/j/82955290310>

Meeting ID: 829 5529 0310

Passcode: 245539

Dial by your location

0203 481 5237 United Kingdom

0203 481 5240 United Kingdom

0203 901 7895 United Kingdom

Meeting ID: 829 5529 0310

Passcode: 245539

Yours faithfully

E James

Emma James

Town Clerk

01837 53179

townclerk@okehampton.gov.uk

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 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 9th and 23rd November 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** meetings held on 14th September, 5th and 26th October, 2nd and 16th November, and 7th December 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 30th November 2020 for signing at a later date
9. **Committee Membership and External Body Representative Nomination** – To resolve to appoint Cllrs Abbots and Matravers to Committees and to External Bodies
10. **Matters Arising** – To note updates and consider actions as required
 - 10.1 **Anti-Social Behaviour** – To receive an update
11. **Civic Dinner** – To resolve to agree a change of date from 5th March to 23rd April 2020, subject to COVID19 restrictions
12. **WDBC Parking Charges Increase** – To note correspondence received notifying of proposed increases to parking charges from March 2021
13. **Management Agreement** – To consider the draft Management Agreement drawn up by the Solicitor, information in relation to insurance queries raised, the comments of the Trustees and resolve any amendments to be made or action to be taken
14. **2021/22 Budget and Precept** – To consider the recommendations from the Committees for final approval in January 2020, noting that a decrease of the council tax base for Okehampton Town has been confirmed as 1.64%, and that a resolution in relation the virement of the £7,000 earmarked fund that was created to cushion the impact of the Council Tax Support Grant in the current financial year will be required in January.
15. **Finance** – To resolve to approve the payment of invoices as set out in the schedule
16. **COVID19 Grant Proposal** – To consider a proposal from Cllrs Button and Travers to amend the conditions of the grant policy, the recommendations of the Clerk and make a resolution
17. **Census 2021** – To note that the next census is due to be undertaken on or as close to 21st March 2021 as possible, and that a Census Engagement Manager has been appointed by WDBC who has been invited to make a presentation to Council in February 2021
18. **Policies/Documents** - To resolve to approve the Asbestos Management Plan, previously circulated, and as recommended by the Policy and Resources Committee
19. **Reports of Council Working/Task & Finish Groups** – To consider, note reports and resolve any arising action as recommended:
 - 19.1 **Charities** (Cllrs Leech, Marsh and Yelland) – To receive an update

19.2 Climate Change (Cllrs Button, Goffey, Ireland, Jessop and Leech) – To receive a report from the group noting that a meeting has been scheduled to take place on 22nd December to draft a response to the DCC Devon Carbon Plan Consultation for consideration of Council in January 2021

19.3 COVID19 Recovery (Cllrs Button, Goffey, Marsh and Travers) – To receive a report from the group who met on 1st December to consider a grant application for EU funding sourced by WDBC noting that hand sanitizers have been approved and to resolve to approve a recommendation for banners

20. Reports on Current Activities by Community Groups with Town Council Representation

20.1 Neighbourhood Plan Group (Cllrs Goffey and Leech) –

21. Members' Reports and Items for Agendas - To receive reports from Members attending other organisations on behalf of the Council:

21.1 Okehampton Matters – Cllr Tolley

21.2 Okehampton COVID19 Support Group - Cllr Button

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.'

22. CCTV – To receive a report from Cllr Leech and the Task & Finish Group and resolve to approve recommendations including the appointment of a monitoring hub subject to applications for grant funding being submitted