



Okehampton Town Council

18<sup>th</sup> January 2021

Dear Councillor

You are summoned to attend a remote meeting of Okehampton Town Council to be held on Monday 25<sup>th</sup> January 2021 at 7pm.

**Joining Information**

<https://us02web.zoom.us/j/81523436660>

Meeting ID: 815 2343 6660

Passcode: 960735

Dial by your location

0203 051 2874 United Kingdom

0203 481 5237 United Kingdom

0203 481 5240 United Kingdom

0203 901 7895 United Kingdom

Meeting ID: 815 2343 6660

Passcode: 960735

Yours faithfully

*E James*

Emma James  
Town Clerk

01837 53179  
townclerk@okehampton.gov.uk  
[www.okehampton.gov.uk](http://www.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. **Placemaking** – To receive a presentation from Sarah Gibson, Head of Placemaking WDBC, on Placemaking and West Devon Borough Council and South Hams District Council's approach to this subject, following by an opportunity to ask questions
5. **West Devon Borough Council** - To receive the report of the West Devon Borough Councillors, if present
6. **Devon County Council** - To receive the report of the Devon County Councillor, if present
7. **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.**
8. **Adoption of Minutes of Committees and to Receive Questions from Members Thereon** –
  - 8.1 To adopt the minutes of the **Policy & Resources Committee** meeting held on 7<sup>th</sup> December 2020 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
  - 8.2 To adopt the minutes of the **Property Committee** meetings held on 2<sup>nd</sup> and 23<sup>rd</sup> November 2020 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
9. **Full Council Meeting Minutes** - To receive and approve the minutes of the Town Council meeting held 21<sup>st</sup> December 2020 for signing at a later date and the correction of the date of the minutes from 30<sup>th</sup> November 2020 to 21<sup>st</sup> December 2020
10. **2020/21 Budget and Precept** –
  - 10.1 To consider the budget papers and recommendation and resolve to agree the budget and precept amount to be requested from WDBC for the 2021/22 financial year as recommended by the Policy & Resources Committee
  - 10.2 To consider and resolve any budget elements to be 'rolled over' from the current financial year, 2020/21, into the 2021/22 financial year
11. **Finance** – To resolve to approve the payment of invoices as set out in the schedule
12. **Asset Register** – To nominate a Member to undertake an annual audit check of elements of the Asset Register, as possible in view of the pandemic lockdown.
13. **CCTV** – To receive an update from Cllr Leech and the Clerk on progress, including grant applications submitted
14. **COVID19 Grant Proposal** – To consider a proposal from Cllrs Button and Travers, deferred from the meeting on 21<sup>st</sup> December 2020, to amend the conditions of the grant policy, the recommendations of the Clerk and make a resolution
15. **Management Agreement** – To further consider the draft Management Agreement drawn up by the Solicitor and the comments of the Trustees and resolve any amendments to be made or action to be taken
16. **Interim Devon Carbon Plan Consultation** – To resolve to approve the draft response prepared by the Council's Climate Working Group for submission

17. **Devon Communities Together Climate Emergency Planning Survey** – To resolve to approve the draft response to the survey which closes on 1<sup>st</sup> February 2021 as prepared by the Council's Climate Working Group including approval for Cllr Goffey to be the Council's representative in a Devon network of councils supporting each other with topics on climate emergency and green economy (Q.7 of the survey)
18. **South Hams & West Devon Draft Housing Strategy Consultation 2021 - 2026 "Better Homes, Better Lives"** – To consider a draft response to the consultation which closes on 1<sup>st</sup> February 2021 for submission
19. **Public Space Protection Orders - Dog Control Articles** – To consider the emailed report following the consultation in 2020 and resolve a response as required
20. **Rural Market Town Group** – To consider correspondence and the invitation to join the group at the subscription cost of £130 p/annum
21. **Fairplace Garden** – To receive a report from Cllr Leech and to resolve whether the suggestion should be given further consideration by the Parks Committee
22. **Policies & Documents** – To resolve to approve the Councillor/Employee Protocol as recommended by the Policy & Resources Committee incorporating amendments following staff consultation
23. **Annual Town Assembly** – To resolve to approve the holding of the Annual Town Assembly virtually on the previously agreed date of 29<sup>th</sup> March 2021
24. **Civic Dinner** – To note the cancellation of the Civic Dinner
25. **Reports of Council Working/Task & Finish Groups** – To consider, note reports and resolve any arising action as recommended:
  - 25.1 **Charities** (Cllrs Leech, Marsh and Yelland)
  - 25.2 **Climate Change** (Cllrs Button, Goffey, Ireland, Jessop and Leech)
  - 25.3 **COVID19 Recovery** (Cllrs Button, Goffey, Marsh and Travers)
  - 25.4 **Charter Hall Roof Replacement** (Cllrs Goffey, Leech and Sanger)
26. **Reports on Current Activities by Community Groups with Town Council Representation**
  - 26.1 **Neighbourhood Plan Group** (Cllrs Goffey and Leech)
27. **Members' Reports and Items for Agendas** - To receive reports from Members attending other organisations on behalf of the Council:
  - 27.1 **Okehampton Matters** (Cllr Tolley)
  - 27.2 **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.'**

28. **Town Centre Consultation** – To note the summary report of the consultation responses which are confidential at this time as advised by DCC