



Okehampton Town Council

19th April 2021

Dear Councillor

You are summoned to attend a remote meeting of Okehampton Town Council to be held on Monday 26th April 2021 at 7pm.

Join Zoom Meeting

<https://us02web.zoom.us/j/88021590648>

Meeting ID: 880 2159 0648

Passcode: 797571

Dial by your location

0203 481 5240 United Kingdom

0203 901 7895 United Kingdom

Meeting ID: 880 2159 0648

Passcode: 797571

Yours faithfully

E James

Emma James

Town Clerk

01837 53179

townclerk@okehampton.gov.uk

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. **Okehampton Argyle Football Club** – To receive a short presentation from the Club Chairman followed 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 8th March 2021 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 on 29th March 2021 for signing at a later date
10. **CCTV** – To receive an update from Cllr Leech and the Clerk on progress and resolve actions as may be required
11. **Government Levelling Up Fund** – To note that support for the provision of a bid for the facilitation of the Parkway Station was submitted to WDBC.
12. **COVID19 – Preparation for Face-to-Face Meetings** – To receive a report from Cllr Yelland and the Clerk following a DALC briefing and to consider options for Council meetings from 7th May 2021 until restrictions are lifted
13. **Management Agreement** – To consider any comments from the Trustees and resolve any amendments to be made or action to be taken
14. **Okehampton Fairtrade Group** – To consider approval of the Council's continued support to enable the group to apply for status renewal
15. **Community Roadside Action Party** – To receive and consider a verbal report from Cllr Wood in relation to support for the group and requested attendance at a meeting by a representative of the Council.
16. **Data Incident** – To receive a verbal report from the Clerk following investigation of a third-party data breach which has been found not to have affected the Council
17. **Asset Register**
 17.1 To receive a report from Cllrs Goffey and Travers, nominated Members, who have undertaken an audit of elements of the register
 17.2 To resolve to approve the asset register as at 31st March 2021
18. **Policies & Documents** – To resolve to approve the Internal Control Statement, previously circulated, as recommended by the Policy & Resources Committee
19. **Finance** – To resolve to approve the payment of invoices as set out in the schedule

20. **Approval of Mayors Charity Account** – To resolve to approve the Mayor’s Charity Account as at 31st March 2021.
21. **2021/22 Meeting Schedule** – To consider the draft meeting schedule for ratification at the Annual Council Meeting on 5th May 2021
22. **Reports of Council Working/Task & Finish Groups** – To consider and note reports:
 - 22.1 **Climate Change** (Cllrs Button, Goffey, Ireland, Jessop and Leech)
 - 22.2 **COVID19 Recovery** (Cllrs Button, Goffey, Marsh and Travers)
 - 22.3 **Charter Hall Roof Replacement** (Cllrs Goffey, Leech and Sanger)
 - 22.4 **Placemaking Working Group** (Cllrs Abbots, Button, Leech, Matravers and Travers)
23. **Reports on Current Activities by Community Groups with Town Council Representation**
 - 23.1 **Neighbourhood Plan Group** (Cllrs Goffey and Leech)
24. **Members’ Reports and Items for Agendas** – To receive reports from Members attending other organisations on behalf of the Council:
 - 24.1 **Okehampton Matters** (Cllrs Tolley and Wood)
 - 24.2 **Okehampton COVID19 Support Group** – (Cllr Button)