

## Minutes of the Annual Virtual Meeting of Okehampton Town Council held on Wednesday 5<sup>th</sup> May 2021 at 12noon

**Members Present:** Cllr Yelland (Retiring Mayor)  
Cllr Abbots  
Cllr Button  
Cllr Goffey  
Cllr Holt  
Cllr Ireland  
Cllr Leech  
Cllr Marsh  
Cllr Matravers  
Cllr Sanger  
Cllr Tolley  
Cllr Travers  
Cllr Wood

**In Attendance:** Mrs E James, Town Clerk  
Mrs Ellis, Assistant Town Clerk  
Mrs Horn, Admin Officer  
Cllr Rev Davies (WDBC and Mayor's Chaplain)  
Mr Hollinshead, Mace Bearer  
Cllr Wood, Okehampton Hamlets Parish Council  
Okehampton Primary School  
Approx. 7 members of the public

Before proceeding with business, Cllr Yelland welcomed those present to the virtual meeting and prayers were offered by the retiring Mayor's Chaplain, Rev Cllr Mike Davies.

1. **Election of Town Mayor** - It was proposed that Cllr Tolley serve as Mayor for the coming year by Cllr Abbots, seconded by Cllr Goffey. All Councillors were in favour.

*(The meeting was adjourned for 10 minutes to enable the newly elected Town Mayor to put on the Robe and Chains.)*

Cllr Tolley read out and signed the Declaration of Acceptance of Office as Town Mayor.

2. **Election of Deputy Town Mayor** - Cllr Tolley proposed that Cllr Sanger serve as Deputy Mayor, seconded by Cllr Matravers. All Cllrs were in favour.
3. **Apologies for Absence** – Apologies received from Cllr Jessop due to work commitments were **approved** on the proposal of Cllr Ireland, seconded Cllr Abbots.
4. **Retiring Town Mayor** – Cllr Yelland addressed those present and extended congratulations to Cllr Tolley on his appointment as Mayor wishing him every success for the year ahead.

She reflected on her term of two years as Mayor in particular noting the difference between the years due to the pandemic and expressed delight at the recent announcement of the reinstatement of a passenger rail service by the end of the calendar year.

Volunteers who had worked to support others during the pandemic were thanked as were the Council staff and Councillors, and the Mayor's Cadet.

Recipients of the 2020 Mayoral Awards, who would be presented with certificate at an event to be held in July, were announced.

5. **Town Mayor** – Cllr Tolley thanked Cllr Yelland for work as Mayor over the previous two years and Cllrs for their work and nomination of him to the post.

He mentioned the Mayor's Chaplain who had yet to be appointed and Sargeant Charlie Kern who had been appointed Mayor's Cadet by the Army Cadet Force. Cllr Tolley's chosen Charity for the year was Dream-a-way who help dreams come true to children and adults in Devon who had disabilities or left affecting health conditions.

6. **Expenses of the Office of Mayor** - To endorse the payment of an allowance of £2,500 to defray the expenses attached to the office of Mayor in pursuance of Section 15 (5) of the Local Government Act 1972, proposed by Cllr Yelland, seconded by Cllr Abbots. All Councillors were in favour.

7. **Standing Committees of the Council** – Cllr Marsh said a few words about the responsibilities and work of each of the Committees.

Appointment of Cllrs to the following Committees for the ensuing year: Parks, Planning, and Policy and Resources, Property; Emergencies and Personnel Sub-Committee whose membership consisted of the Mayor and Committee Chairs, as set out in the schedule attached to the minutes.

Election of Chairmen and Vice-Chairmen to the Committees as follows:

<u>Parks</u>	Chairman	Cllr Travers
	Vice-Chairman	Cllr Marsh
<u>Planning</u>	Chairman	Cllr Ireland
	Vice-Chairman	Cllr Leech
<u>Policy and Resources</u>	Chairman	Cllr Sanger
	Vice-Chairman	Cllr Matravers
<u>Property</u>	Chairman	Cllr Wood
	Vice-Chairman	Cllr Goffey

Membership to Committees and Election of Chairmen and Vice-Chairmen was proposed en bloc by Cllr Marsh, seconded by Cllr Goffey. All Cllrs were in favour.

8. **Working Groups** – It was **resolved** to appoint Cllrs to the Working Groups for the ensuing year, as set out in the schedule attached to the minutes, proposed *en bloc* by Cllr Goffey, seconded by Cllr Travers.
9. **Representatives to External Bodies including Charities** - It was **resolved** to appoint Cllrs as representatives of the Town Council to other bodies in accordance with the schedule attached to the minutes on the proposition of Cllr Wood, seconded by Cllr Button.
10. **Nomination of a Cllr to undertake monthly Council internal financial checks including bank reconciliations and BACS payments** – It was **resolved** to appoint Cllr Marsh on the proposition of Cllr Goffey, seconded by Cllr Travers.

11. **2021/22 Meeting Schedule** – On the proposition of Cllr Goffey, seconded Cllr Travers, it was **resolved** to propose the schedule of meetings for the forthcoming Mayoral Year.

The Town Mayor thanked everyone for attending and declared the meeting closed at 12.39pm.

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**Councillor B Tolley**  
**Town Mayor**

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