

**Minutes of a meeting of Okehampton Town Council held on
Monday 28th June 2021 at 7pm in the Charter Hall, Market Street, Okehampton**

Members Present: Councillor B Tolley (Mayor)
Councillor M Ireland (Chairman, Planning Committee)
Councillor D Sanger (Chairman, P&R Committee)
Councillor D Travers (Chairman, Parks Committee)
Councillor A Wood (Chairman, Property Committee)
Councillor T Abbots
Councillor G Button
Councillor J Goffey
Councillor C Holt
Councillor P Jessop
Councillor T Leech
Councillor C Marsh
Councillor B Matravers
Councillor J Yelland

In Attendance: Mrs E James (Town Clerk)
Cllr L Samuel, DCC
1 Member of the Public

Action

85 **Apologies for Absence** – Apologies tendered by Cllrs Ball and Davies, WDBC, were noted.

86 **Deferment of Business** – The Chairman of the joint Okehampton Town and Parish Council's Neighbourhood Planning Development Group provided an update on the progress of the plan. This included the time it had taken to date, her concerns, and the status of the draft document which she had recently circulated to all Members. Cllr Tolley thanked the Chairman for her hard work on the plan to date.

87 **Members Questions** – None

88 **West Devon Borough Council** – Cllr Leech reported that WDBC had returned to face-to-face meetings which were working well. Upgrading of their Corporate Strategy, which was becoming the West Devon Plan, was being worked on and would go out for public consultation. £10K from S.106 funding was available for community groups to apply for, the deadline being 17th September. WDBC Cllrs had a small funding budget available. Restart grants were open for application. Planning enforcement review was ongoing.

Cllr Yelland advised that the Climate Change and Biodiversity Strategy and Action Plan monitoring was being undertaken six monthly. Key areas of progress included green home grants, establishment of a community forum, collaboration with other councils on their carbon footprints, and that since January 2021 it was estimated 300,000 miles in travel amounting to 106 tonnes of co2 had been saved.

Working in partnership with others, including DCC and Torridge District Council, a bid had been submitted for a West Devon Transport Hub. The bid amounted to £12M for which DCC was required to provide 10% match funding which had been approved. Schemes were required to be delivered by a date in 2024. The Parkway Station would be the responsibility of Network Rail and the carpark DCC. Applications would be considered over the summer with an announcement expected in autumn. Funding would include the station, a lift,

and platform. Scope to provide walking and transport links through another bid had been submitted.

87 **Devon County Council** – Item deferred to later in the meeting

88 **Questions Arising from Members Reports** – None

(Cllr Lois, DCC, arrived)

89 **Adoption of Minutes of Committees and Members' Questions arising Thereon** –

89.1 **Policy & Resources Committee** meeting held on 17th May 2021 - adoption proposed by Cllr Goffey, seconded Cllr Yelland and **approved**.

89.2 **Planning Committee** meeting held on 4th May 2021 - adoption proposed by Cllr Abbots, seconded Cllr Jessop, and **approved**.

90 **Devon County Council** – Cllr Samuel addressed the meeting and updated the Council on highways issues including the crossing by the lights outside of the Plumb of Feathers which been repaired, the pavers having been removed and replaced with tarmac. The views of the Council as to the need for replacement of the pavers were requested.

Concern about traffic and drivers in the Crediton Road area had been noted and investigation was ongoing.

The roundabout on Crediton Road was under construction and the link road work was dependent upon developers and progress in relation to Parcel 3 of the development scheme.

She had attended an Okehampton Health and Wellbeing meeting the previous week and had met earlier in today with CVS.

Clerk

Suggestions from the Council in relation to items they would like to receive future reports about were requested.

Clerk

91 **Full Council Meeting Minutes** – The minutes of the Town Council meeting held on 24th May 2021 were **approved** on the proposition of Cllr Ireland, seconded by Cllr Abbots.

92 **CCTV** – Cllr Leech reported that the contractor was aiming to complete the installation by the end of July, but permissions were required for the closing of footpaths prior to commencement of the work.

93 **Rail Reinstatement, Traffic and Parking** – The proposals for mitigation of potential traffic issues in Station Road and the surrounding area were discussed.

On the proposition of Cllr Ireland, seconded Cllr Marsh (1 against), it was **RESOLVED** to request that Cllr Samuel investigate the parking strategy in Station Road and plans for parking provision following the reinstatement of the rail service. That any scheme included the upper part of Station Road which had not been addressed within the proposal.

Clerk

Cllr Leech requested that investigation of the provision of parking and instigation of a park and ride system from the Parkway Station site to the existing station was included on the next agenda.

Clerk

94 **Levelling-up Fund** – It was noted that a further letter had been sent to WDBC supporting their application for a West Devon Transport Hub (Okehampton

Parkway Station) as previously approved by the Council, Min Ref's 785 and 836.

- 95 **Election of a Nominated Trustee to Okehampton United Charity** – Cllrs Marsh, Ireland and Yelland declared personal interests being Trustees of the Charity.

On the proposition of Cllr Marsh, seconded Cllr Leech (3 abstentions), it was **RESOLVED** to nominate Mr Allenton Fisher as Trustee to the Charity for a further period of 4 years from the expiration of his existing term of office which was in October 2021.

Clerk

- 96 **Charity Management Agreement** - On the proposition of Cllr Matravers, seconded Cllr Wood, it was **RESOLVED** to approve the revised document.

Clerk

- 97 **Climate Change Working Group** - On the proposition of Cllr Goffey, seconded Cllr Yelland it was **RESOLVED** that the existing recycled paper continue to be used for day-to-day purposes and that A4 Business White paper (CC1310) was used for documents that needed to be kept permanently, including minutes, and for formal correspondence and documentation.

The provision of electric charging points was being investigated.

Cllr Goffey had attended a Devon Donut meeting and provided information in relation to their work which included the provision of opportunity for training and development, and a way for those who could not attend university to obtain a degree.

Membership of the group was reviewed and on the proposition of Cllr Goffey, seconded Cllr Sanger, it was **RESOLVED** to appoint Cllr Matravers to the group.

- 98 **Policies and Documents** - On the proposition of Cllr Marsh, seconded Cllr Yelland, it was **RESOLVED** to approve the following as recommended by the Policy & Resources Committee:

- Business Continuity Plan
- Code of Conduct
- London Bridge Policy

Clerk

Cllr Abbots was thanked for the provision of an official photo of The Queen.

- 99 **Finances** –

- 99.1 On the proposition of Cllr Tolley, seconded Cllr Jessop it was **RESOLVED** to approve the schedule of payments.

- 99.2 On the proposition of Cllr Jessop, seconded Cllr Yelland it was **RESOLVED** to approve the recommendation of the Policy & Resources Committee to vire:

- a) £7,000 from the earmarked budget 'Council Tax Support Grant Removal' to the Roof Replacement heading.
- b) £50,000 from the earmarked roof replacement fund to the Roof Replacement nominal heading.

Clerk/Ass.
Clerk

- 100 **Civic Diary Report** – The list of events attended by the Mayor during May 2021 were noted.

- 101 **Mayoral Award Presentation Event** – It was noted that event had been cancelled due to the ongoing pandemic restrictions.

102 Reports of Council Working/Task & Finish Groups -

102.1 Climate Change – Cllr Goffey had already reported on this item earlier in the meeting.

102.2 Charter Hall Roof Replacement – The Clerk reported that more intensive investigation work was scheduled to take place in early August and that the bat emergence survey had been undertaken with no sign of bats being observed.

102.3 Placemaking Working Group – Cllr Button reported that an Officer from WDBC had attended and spoke about the differences between Chambers of Commerce and Business Improvement Districts. Further investigation would be made by her and would be included on a future agenda.

103 Reports on Current Activities by Community Groups with Town Council Representation -

103.1 Neighbourhood Plan Group – Cllr Leech reported that the issue previously raised at last full Council under Part 2 had not been resolved and a response from other parties was awaited.

104 Members' Reports and Requests for Agenda Items -

104.1 Okehampton Matters – No meeting had taken place to report thereon.

104.2 Okehampton COVID19 Support Group – Cllr Button reported the group was still operational. Some people were still shielding, prescriptions and shopping was still being collected for them. Issues with people being released from hospital potentially without sufficient care packages in place was being seen. The group was continuing to work with the food bank, helping with homeless and emergency housing.

105 Urgent Items – The Clerk brought the following items of correspondence received to the attention of the Council:

- Email from Sgt Chaloner thanking Councillors for their contact and providing an update in relation to the Summer Policing Operational focus.
- Email from Mel Stride, MP, in relation to Sheep Grazing on Dartmoor

The Mayor closed the meeting at 8.30pm.

Councillor Tolley
Mayor