



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

01837 53179
townclerk@okehampton.gov.uk

Emma James
Town Clerk

16th August 2021

Dear Councillor

You are summoned to attend a meeting of Okehampton Town Council to be held on Monday 23rd August 2021 at 7pm in the Charter Hall, Market Street, Okehampton.

Due to coronavirus regulations numbers are restricted and attendees are requested to wear face coverings whilst moving around the building.

Yours faithfully

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Emma James
Town Clerk

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 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. **Airband** – To receive a presentation from Airband representatives 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 **Property Committee** meeting held on 15th 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, sign and approve the minutes of the Town Council meeting held on 26th July 2021.
10. **Rail Reinstatement, Traffic and Parking** – To receive an update from Cllr Samuel and resolve any action required
11. **Pedestrian Crossings** – To consider correspondence received from a member of the public requesting improved pedestrian crossing facilities for visually impaired persons
12. **DCC Town Centre Traffic Consultation** – To resolve to write to the DCC’s Cabinet Member for Highway Management and the Leader of the Council requesting that the public response to the consultation which closed in November 2020 be released
13. **CCTV** – To receive an update on progress from the Clerk and Cllr Leech and to resolve any actions required including the purchase of an approved secure cabinet in which to hold the recording equipment and monitor in the Town Hall
14. **Asset Register** – To resolve to approve the addition of the CCTV equipment
15. **Okehampton & Hamlets Neighbourhood Plan Group (OHNPG)** - To receive an update, consider the revised Terms of Reference if received and to resolve any actions required
16. **Consultation – Shaping the Future of Transport Across the South West** – To resolve to approve the draft response prepared by Cllr Ireland and the Assistant Clerk.
17. **Consultation – A Plan for West Devon** – To resolve that Councillors provide their comments to the Clerk for compilation and submission of a response prior to the closing date in early September.
18. **Public Toilets** –
 18.1 **Market Street** - To consider:
 - a) A proposal from WDBC for a six year renewal of from its expiration in December 2021 on the same full repairing basis as existing
 - b) If accepted, the extension of the cleaning contract to March 2022 to line up with that at Fairplace Public Toilets
 18.2 To resolve to request financial assistance towards the 2022/23 running costs of public toilets from Okehampton Hamlets Parish Council and the amount to be suggested
19. **Welcome Back Fund** – To consider the attached report and to resolve the priorities for the spending of the funding within the remit agreed by WDBC
20. **Climate Working Group** – Councillors to consider their requirement for receipt of hard copies of meeting documentation and to resolve that this be an item for consideration annually in May.
21. **NHS Ambulance Waiting Times and White Paper** – To consider reports from Cllrs Sanger and Wood

22. **Joint Working with Okehampton Hamlets Parish Council (OHPC)** – To consider a suggestion from the Chairman of OHPC that informal meetings of the Mayor/Chairman and the Clerks of the two Councils are held occasionally in order to promote collaboration and joint working.
23. **New Carpark Agreement** – To consider and resolve to approve the recommendations of the Task & Finish Group and that this be progressed through Stephens & Scown Solicitors who have been acting for the Council on legal issues within the park.
24. **Finance** –
 - 24.1 To resolve payment of the invoices in accordance with the schedule
 - 24.2 To resolve to approve the virements listed on the previously circulated meeting report
25. **Civic Diary Report** – To note events attended by the Mayor during July 2021
26. **Civic Service, 19th September 2021** – To note the arrangements for the event
27. **COVID19** – To consider, the location of Council meetings
28. **Reports of Council Working/Task & Finish Groups** – To note reports:
 - 28.1 **Climate Change** (Cllrs Button, Goffey, Ireland and Leech)
 - 28.2 **Charter Hall Roof Replacement** (Cllrs Goffey, Leech and Sanger)
 - 28.3 **Placemaking Working Group** (Cllrs Abbots, Button, Leech, Marsh, Matravers and Travers) – meeting to be arranged early September
29. **Reports on Current Activities by Community Groups with Town Council Representation**
 - 29.1 **Neighbourhood Plan Group** (Cllrs Goffey and Leech) – Report provided earlier in the meeting.
30. **Members' Reports and Items for Agendas** - To receive reports from Members attending other organisations on behalf of the Council:
 - 30.1 **Okehampton Matters** (Cllrs Goffey and Wood)
 - 30.2 **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.'

31. **Okehampton & Hamlets Neighbourhood Plan Group (OHNPG)** – To receive an update following investigation undertaken by the Clerk and the subsequent letter sent to Okehampton Hamlets Parish Council for consideration.