



Okehampton Town Council

Town Hall  
Fore Street  
Okehampton  
Devon  
EX20 1AA

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Emma James  
Town Clerk

18<sup>th</sup> October 2021

Dear Councillor

You are summoned to attend a meeting of Okehampton Town Council to be held on Monday 25<sup>th</sup> October 2021 at 7pm in the Charter Hall, Market Street, Okehampton.

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

Yours faithfully

*E James*

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. **West Devon Borough Council** - To receive the report of the West Devon Borough Councillors, if present
5. **Devon County Council** - To receive the report of the Devon County Councillor, if present
6. **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.

7. **Adoption of Minutes of Committees and to Receive Questions from Members Thereon** –  
  - 7.1 To adopt the minutes of the **Parks Committee** meetings held on 22<sup>nd</sup> April and 5<sup>th</sup> July 2021 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
8. **Full Council Meeting Minutes** - To receive, sign and approve the minutes of the Town Council meeting held on 27<sup>th</sup> September 2021.
9. **Rail Reinstatement, Traffic and Parking** – To note the service start date, 20<sup>th</sup> November 2021, announced by Network Rail, to receive and consider any updates that have been received
10. **Afghan Refugees** – To receive and consider an update on the situation in Devon from Cllr Samuels.
11. **CCTV** – To receive an update on progress from the Clerk and Cllr Leech
12. **Simmons Homes Trustee Nomination** – To note the resignation of a Council nominated trustee and to resolve to nominate a Trustee to the Charity for a term of 4 years to fill the vacancy
13. **Okehampton & Hamlets Neighbourhood Plan Group (OHNPG)** – To consider the Terms of Reference amended by Okehampton Hamlets Parish Council and the group, if received, and to consider a report by the Clerk
14. **DCC Town Centre Traffic Consultation 2020** – To consider the report published in August 2021
15. **Zip Wire** – To resolve to approve the recommendation of the Policy & Resources Committee to agree the additional cost of the purchase and installation of the zip wire in Simmons Park
16. **Interim Internal Audit Report** – To note that the audit was undertaken on 13<sup>th</sup> October and consider the content of the report
17. **Finance** – To resolve payment of the invoices in accordance with the schedule
18. **Okehampton Train Painting** – To note the gift of a painting to the Council of an Okehampton Train in celebration of the recent 150<sup>th</sup> Anniversary of the start of the rail service by Mr Jonathan Dean
19. **Cricket Field, Simmons Park** – To consider the comments of the Planning Committee in relation to the erection of a fence
20. **Memorandum of Understanding Task & Finish Group** - To resolve to approve Cllr Yelland's appointment as an additional member of the group
21. **Civic Diary Report** – To note events attended by the Mayor and Deputy Mayor during September 2021
22. **Christmas Office Opening Hours** – To note that the office will be closed to the public from 4pm Thursday 23<sup>rd</sup> December, reopening Tuesday 4<sup>th</sup> January 2022.
23. **Council Meetings** –  
  - 23.1 To consider the location of Council meetings
  - 23.2 To note that following consultation with the Chairman the Planning Meeting scheduled to take place on 1<sup>st</sup> November has been moved to 8<sup>th</sup> November following the Property Committee meeting to accommodate a whole week booking of the Charter Hall

24. **Reports of Council Working/Task & Finish Groups** – To note reports:
- 24.1 **Climate Change** (Cllrs Button, Goffey, Ireland and Leech)
  - 24.2 **Charter Hall Roof Replacement** (Cllrs Goffey, Leech and Sanger)
  - 24.3 **Placemaking Working Group** (Cllrs Abbots, Button, Leech, Marsh, Matravers and Travers)
  - 24.4 **Archive Working Group** – (Town Clerk)
  - 24.5 **Memorandum of Understanding** – Cllrs Abbots, Marsh, Matravers, Travers and Wood
25. **Reports on Current Activities by Community Groups with Town Council Representation**
- 25.1 **Neighbourhood Plan Group** (Cllrs Goffey and Leech) –
26. **Members' Reports and Items for Agendas** - To receive reports from Members attending other organisations on behalf of the Council:
- 26.1 **Okehampton Matters** (Cllrs Goffey and Wood)
  - 26.2 **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.'**

27. **Future of the Town Christmas Street Decorations** –
- 27.1 To consider a recommendation from the Policy & Resources Committee to purchase the lights for which Everything Okehampton will give a donation to the Council covering the cost.
  - 27.2 If it is agreed to purchase the lights, to resolve which committee will take budgetary and other responsibility for them.