



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

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Emma James
Town Clerk

19th April 2022

Dear Councillor

You are summoned to attend a meeting of Okehampton Town Council to be held on Monday 25th April 2022 at 7pm in the Charter Hall, Market Street, Okehampton.

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. **Visiting Speaker** – To receive a presentation from Dartmoor National Park Association in relation to a National Heritage Lottery Funding Bid
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 **Parks Committee** meeting held on 7th February 2022 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
 - 8.2 To adopt the minutes of the **Policy & Resources Committee** meeting held on 7th March 2022 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 meetings held on 21st March and 4th April 2022.
10. **Dartmoor National Park Association** – To consider the presentation received earlier in the meeting and to resolve to support the project
11. **Town Guide** – To receive and consider an update and consider any actions arising including approval of the draft Town Guide
12. **Ukraine Refugees** – To consider what support the Council could provide within the town including the nomination of a Member to be the Council’s local Support Group representative
13. **Loan of Items to the Museum of Dartmoor Life** – To consider a request from the Museum to borrow any Royal related pictures or documents for The Queen’s Platinum Jubilee events
14. **Everything Okehampton** - To resolve to approve a request from Everything Okehampton for permission to renew the anchor bolts on the front elevation of the Town Hall enabling the provision of new tension cables
15. **DALC Rural Roads Survey** – To consider the aim of the survey and resolve if to agree that speed limits for rural roads, especially single-track lanes, should be lowered, and if so to what extent.
16. **Charter Hall Roofing Project** – To receive an update and consider any actions arising
17. **Asset Register** To resolve to approve any outstanding additions or disposals and the asset register as at 31st March 2022
18. **Approval of Mayors Charity Account** – To resolve to approve the Mayor’s Charity Account as of 31st March 2022.
19. **2022/23 Meeting Schedule** – To consider the draft meeting and Civic Events schedule for ratification at the Annual Council Meeting on 11th May 2022
20. **Policies and Documents** – To resolve to approve the Internal Control Statement as recommended by the Policy & Resources Committee
21. **Finance** - To resolve payment of the invoices in accordance with the schedule
22. **Terms of Reference** – To resolve to approve the Terms of Reference for the Community Governance Working Group
23. **Civic Diary Report** – To note events attended by the Mayor and Deputy Mayor during April 2022
24. **Reports of Council Working/Task & Finish Groups** – To note reports:
 - 24.1 **Climate Change** (Cllrs Button, Goffey, Leech and Matravers)
 - 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 Memorandum of Understanding** – (Cllrs Abbots, Marsh, Matravers, Travers, Wood and Yelland) – Group on hold
- 24.5 Community Governance** – (Cllrs Goffey, Ireland, Matravers, Sanger and Tolley)
- 25. Reports on Current Activities by Community Groups with Town Council Representation**
 - 25.1 Neighbourhood Plan Group** (Cllrs Goffey, Button and Sanger) –
- 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)
 - 26.3 Okehampton and Hamlets Community Archive Project** (Town Clerk)
 - 26.4 Okehampton Primary School** (Cllr Travers)