

**Minutes of the Annual meeting of Okehampton Town Council held on
Wednesday 11th May 2022 at 12noon in the Council Chamber, Town Hall, Okehampton**

Members Present: Councillor B Tolley (Mayor)
Councillor T Abbots
Councillor G Button
Councillor J Goffey
Councillor C Holt
Councillor P Jessop
Councillor M Ireland
Councillor C Marsh
Councillor B Matravers
Councillor D Sanger
Councillor A Wood
Councillor J Yelland

In Attendance: Mrs E James (Town Clerk)
Members of Town Council Staff
Mr B Jones, Mace Bearer
Mr D Piper, Mace Bearer
Cllr Mott, Mayor, West Devon Borough Council
Cllr Wood, Chairman, Okehampton Hamlets Parish Council
Okehampton Primary School
Approx 30 members of the public

Cllr Tolley, Mayor, welcomed those present to the meeting.

Action

1. **Election of Town Mayor** – On the proposition of Cllr Matravers, seconded Cllr Yelland, it was **RESOLVED** to elect Cllr Tolley to serve as Town Mayor for a second year, following which Cllr Tolley signed the Declaration of Acceptance of Office as Town Mayor.
2. **Election of Deputy Town Mayor** - On the proposition of Cllr Tolley, seconded Cllr Goffey, it was **RESOLVED** to elect Cllr Sanger to serve as Deputy Town Mayor for a second year, following which Cllr Sanger signed the Declaration of Acceptance of Office as Deputy Town Mayor.
3. **Apologies for Absence** – Apologies tendered by Cllr Leech were noted.

Cllr Travers was absent.

Apologies received from Cllr Davies, WDBC, and Cllr Samuel, DCC, were also noted.
4. **Retiring Town Mayor** – Cllr Tolley addressed those present and reflected on his year as Mayor. He thanked those who had supported him throughout that time including volunteers, Councillors, Council staff and the Mayor's Cadet.
5. **Town Mayor** – Cllr Tolley declared his pleasure at being elected for a second year. He announced the Mayor's Cadet for the year, who had been appointed by the Air Cadet Force, and advised that he would be continuing to support Dream-A-Way as his chosen Charity.

Recipients of the Mayors Awards from 2021/22 were announced and presented with certificates, as was the outgoing Mayor's Cadet from the Army Cadets.

6. **Expenses of the Office of Mayor** – On the proposition of Cllr Sanger, seconded Cllr Goffey it was **RESOLVED** 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.
7. **Committees of the Council** – Cllr Goffey outlined the responsibility of each committee and the proposition of Cllr Goffey, seconded Cllr Jessop it was **RESOLVED** to appoint Councillors to each of the following committees, for the ensuing year, , in accordance with the schedule attached to the minutes, their Chairmen and Vice-Chairmen as follows:

<u>Parks</u>	Chairman	Cllr Button
	Vice-Chairman	Cllr Marsh
<u>Planning</u>	Chairman	Cllr Jessop
	Vice-Chairman	Cllr Matravers
<u>Policy and Resources</u>	Chairman	Cllr Yelland
	Vice-Chairman	Cllr Sanger
<u>Property</u>	Chairman	Cllr Wood
	Vice-Chairman	Cllr Goffey

8. **Working Groups** – On the proposition of Cllr Matravers, seconded Cllr Sanger it was **RESOLVED** to appoint Cllrs to the Working Groups for the ensuing year, as set out in the schedule attached to the minutes.
9. **Representatives to External Bodies including Charities** – On the proposition of Cllr Button, seconded Cllr Goffey, it was **RESOLVED** to appoint Cllrs as representatives of the Town Council to other bodies in accordance with the schedule attached to the minutes.
10. **Charity Trustees** – On the proposition of Cllr Wood, seconded Cllr Holt, it was **RESOLVED** to appoint Cllrs as Trustees to Charities in accordance with the schedule attached to the minutes.
11. **Financial Checks** – On the proposition of Cllr Goffey, seconded Cllr Yelland it was **RESOLVED** to appoint Cllr Marsh to undertake monthly Council financial checks including bank reconciliations and BACS payments, and to report to the Policy & Resources Committee.
12. **2022/23 Meeting Schedule** – On the proposition of Cllr Sanger, seconded Cllr Tolley, it was **RESOLVED** to approve the schedule of meetings for the forthcoming Mayoral Year which included dates of the civic events in accordance with the schedule attached to the minutes.

The Town Mayor thanked everyone for attending and declared the meeting closed at 12.28pm

Councillor Tolley
Mayor