

**Minutes of a meeting of Okehampton Town Council held on  
Monday 25<sup>th</sup> April 2022 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, Policy & Resources 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:** 3 Members of the Public  
Councillor L Samuels (DCC)  
Mrs E James (Town Clerk)

**Action**

- 918 **Declarations of Interest** – Cllr Marsh declared a personal interest in Min Ref 932.
- 919 **Apologies for Absence** – Apologies tendered by Cllr Travers were **approved** on the proposition of Cllr Goffey, seconded Cllr Marsh.
- 920 **Deferment of Business** – None
- 921 **Members Questions** – None
- 922 **Visiting Speaker** – Members of the Dartmoor National Park Association provided Councillors with an overview of a National Heritage Lottery Funding Bid that was being progressed and its link with Okehampton.
- 923 **West Devon Borough Council** – Cllr Leech advised that Council Tax rebates in West Devon and South Hams had started to be paid to residents.
- Cllr Yelland reported that parking fees now applied at the railway station in Okehampton. The earliest train from Okehampton to Exeter just missed the Paddington link which had been fed back to GWR.  
A Ukraine drop-in briefing session for town and parish councils was going to be offered and there would be series of webinars for hosts and sponsors.  
Fusion leisure centre was offering free membership.  
A Citizens Advice presentation had been received by WDBC Members, 60% of enquiries related to debts, welfare and housing. Volunteers were needed.
- 924 **Devon County Council** – Cllr Samuels had provided a written report, previously circulated.
- 925 **Questions Arising from Members Reports** – None
- 926 **Adoption of Minutes of Committees and Members' Questions arising Thereon** –
- 926.1 **Parks Committee** meeting held on 7<sup>th</sup> February 2022 - adoption proposed by Cllr Holt, seconded Cllr Ireland and **approved**.

- 926.2 **Policy & Resources Committee** meeting held on 7<sup>th</sup> March 2022 - adoption proposed by Cllr Button, seconded Cllr Marsh and **approved**.
- 927 **Full Council Meeting Minutes** – The minutes of the Town Council meetings held on 21<sup>st</sup> March and 4<sup>th</sup> April 2022 were **approved** on the proposition of Cllr Ireland, seconded by Cllr Wood, and signed by Cllr Tolley.
- 928 **Dartmoor National Park Association Presentation** – On the proposition of Cllr Goffey, seconded Cllr Marsh, it was **RESOLVED** to support the proposal the DNPA’s bid for National Heritage Lottery Funding.  
Clerk  
  
(2 members of the public left the meeting)
- 929 **Town Guide** – The Clerk reported that the draft guide had not yet been received.
- 930 **Ukraine Refugees** - On the proposition of Cllr Goffey, seconded Cllr Wood, it was **RESOLVED** to nominate Cllr Button as the Council’s representative to the Okehampton Ukraine Support Group.  
Clerk
- 931 **Loan of Items to the Museum of Dartmoor Life** - On the proposition of Cllr Marsh, seconded Cllr Wood, it was **RESOLVED** to approve the loan of items to the Museum for The Queen’s Platinum Jubilee celebrations as may be identified.  
Clerk
- 932 **Everything Okehampton** – On the proposition of Cllr Goffey, seconded Cllr Tolley (1 abstention), it was **RESOLVED** to approve the request for permission to renew the anchor bolts on the front elevation of the Town Hall enabling the provision of new tension cables to support the Christmas lights, subject to planning consent being obtained.  
Clerk
- 933 **DALC Rural Roads Survey** – On the proposition of Cllr Tolley, seconded Cllr Matravers, it was **RESOLVED** to support the proposal that speed limits on rural roads were reviewed with a view to reducing them, but not necessarily to 30mph as suggested within the survey.  
Clerk
- 934 **Charter Hall Roofing Project** – The item was deferred to Part 2 later in the meeting.
- 935 **Asset Register** - On the proposition of Cllr Goffey, seconded Cllr Ireland, it was **RESOLVED** to approve the Asset Register as of 31<sup>st</sup> March 2022, including the additions and disposals as listed on the previously circulated report. Additions totalling £58,537.56 and disposals £36,201. Total assets being £8,870,430.56.  
Clerk
- 936 **Approval of Mayors Charity Account** - On the proposition of Cllr Marsh, seconded Cllr Goffey, it was **RESOLVED** to approve the Mayors Charity Account as of 31<sup>st</sup> March 2022 which totalled £1,019.37.
- 937 **2022/23 Meeting Schedule** - On the proposition of Cllr Yelland, seconded Cllr Wood, it was **RESOLVED** to recommend the draft meeting and Civic Events schedule for ratification at the Annual Council Meeting on 11<sup>th</sup> May 2022.  
Clerk  
  
(Cllr Samuels left the meeting)

938	<b><u>Policies and Documents</u></b> - On the proposition of Cllr Goffey, seconded Cllr Wood, it was <b>RESOLVED</b> to approve the Internal Control Statement as recommended by the Policy & Resources Committee.	Clerk
939	<b><u>Finances</u></b> – On the proposition of Marsh, seconded Cllr Goffey it was <b>RESOLVED</b> to approve the schedule of payments.	
940	<b><u>Terms of Reference</u></b> - On the proposition of Cllr Goffey, seconded Cllr Yelland, it was <b>RESOLVED</b> to approve the Terms of Reference for the Community Governance (Boundary Review) Working Group.	Clerk
941	<b><u>Civic Diary Report</u></b> – Events attended by the Mayor and Deputy Mayor during April were noted.	
942	<b><u>Reports of Council Working/Task &amp; Finish Groups -</u></b>	
942.1	<b>Climate Change</b> – Cllr Goffey reported that the water refill scheme was being progressed by a local group.	
942.2	<b>Charter Hall Roof Replacement</b> – To be raised within Part 2.	
942.3	<b>Placemaking Working Group</b> – No update to report.	
942.4	<b>Memorandum of Understanding Task &amp; Finish Group</b> – Group paused	
942.5	<b>Community Governance</b> – Cllr Tolley reported that a meeting had been held and the Terms of Reference had been drafted, as approved at Min Ref 940. Advice was awaited and a meeting was scheduled to be held in May.	
943	<b><u>Reports on Current Activities by Community Groups with Town Council Representation -</u></b>	
943.1	<b>Neighbourhood Plan Group</b> – Cllr Goffey advised that progress was being made, photos had been forwarded and some maps needed to be prepared by Okehampton Hamlets Parish Council representative and Clerk.	
944	<b><u>Members' Reports and Requests for Agenda Items -</u></b>	
944.1	<b>Okehampton Matters</b> – Cllr Wood reported that no meeting had been held to report upon.	
944.2	<b>Okehampton COVID19 Support Group</b> – Cllr Button advised that the group was still operating but the need for support was reducing.	
944.3	<b>Okehampton &amp; Hamlets Combined Archive Project</b> – The Clerk reported that the group had met earlier in the month. A full report with a recommendation would be brought to the Council in May.	
944.4	<b>Okehampton Primary School</b> – No report was available.	
945	<b><u>Urgent Item</u></b> – The Clerk reported that the CCTV system link to the monitoring hub had been completed.	

(A member of public left the meeting)

It was **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 item as it involves the likely disclosure of sensitive and confidential information. Proposed by Cllr Ireland, seconded by Cllr Yelland.

**946** **Charter Hall Roofing Project** - On the proposition of Cllr Tolley, seconded Cllr Wood, it was **RESOLVED** to approve the alternative quotation that had been obtained for the structural engineering work at the cost of £2,400.

Consideration was given to the ordering of the slates and if, due to the delivery timescale of approx. 14 weeks, the Council should place the order prior to the appointment of a contractor as suggested by the Project Manager. It was commented that planning consent had yet to be applied for and it was possible that the preferred slates may not be approved, the Charter Hall being within a conservation area. The cost of the project was also unknown and may not be completely affordable.

On the proposition of Cllr Yelland, seconded Cllr Tolley it was **RESOLVED** not to purchase slates at this time and to suggest that the Project Manager submitted a pre app planning application to obtain feedback from the Conservation Officer if that had not already been done.

Clerk

On the proposition of Cllr Goffey, seconded Cllr Ireland it was **RESOLVED** to move out of Part 2 and ratify decisions made therein.

**947** **Ukraine Refugees** – Cllr Button reported that at least 3 families had arrived in the town to date and the Support Group would mainly be sharing information online.

It was **agreed** that when more families had arrived a welcome would be extended by the Mayor who would host an afternoon tea.

Clerk

The meeting was closed at 8.25pm.

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**Councillor Tolley**  
**Mayor**