



Okehampton Town Council

Town Hall
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Okehampton
Devon
EX20 1AA

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Emma James
Town Clerk

20th June 2022

Dear Councillor

You are summoned to attend a meeting of Okehampton Town Council to be held on Monday 27th June 2022 at 7pm in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

E James

Emma James
Town Clerk

AGENDA

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 **Policy & Resources Committee** meeting held on 9th May 2022 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
 - 7.2 To adopt the minutes of the **Property Committee** meeting held on 14th March 2022 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
 - 7.3 To adopt the minutes of the **Parks Committee** meeting held on 4th April 2022 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 meetings held on 23rd May 2022
9. **Walkway behind The Old Mill** – To note correspondence from DCC Highways in response to a request that the footpath that runs behind the Old Mill Site in Okehampton be designated a public right of way
10. **Levelling Up Fund: West Devon Transport Hub** – To note that a letter reconfirming the councils support of a funding bid for the West Devon Transport Hub has been sent to WDBC for inclusion in their bid submission documentation
11. **Crime and Anti-Social Behaviour** – To receive an update from the Clerk and resolve to write to the Police and Crime Commissioner highlighting current issues within Okehampton including crimes that have been captured on CCTV but for which no further action has been taken against the offenders
12. **Charter Hall Roofing Project** – To receive an update and consider any actions arising
13. **Asset Register** – To receive a report from Cllr Goffey, being the Councillor nominated to undertake an annual check of selected elements of the asset register
14. **Tennis Club Agreement** – To receive an update from the Clerk and reconfirm the termination of the agreement as resolved in 2016
15. **Policies and Documents** – To consider and resolve to approve the Grant Policy as recommended by the Policy & Resources Committee
16. **Finance** – To resolve payment of the invoices in accordance with the schedule
17. **Internal Auditor Appointment** – To resolve to ratify the recommendation of the Policy & Resources Committee to appoint IAC Audit and Consultancy as the council's internal auditor for three years, 2022/23, 2023/24 and 2024/25 at the cost of £770 p/annum.
18. **Management of Civic Events** – To consider a report from Cllr Marsh
19. **Civic Diary Report** – To note events attended by the Mayor and Deputy Mayor during June 2022
20. **Reports of Council Working/Task & Finish Groups** – To note reports:
 - 20.1 **Climate Change** (Cllrs Button, Goffey, Leech and Matravers)
 - 20.2 **Charter Hall Roof Replacement** (Cllrs Goffey, Leech and Sanger)
 - 20.3 **Placemaking Working Group** (Cllrs Abbots, Button, Leech, Marsh, Matravers and Travers)
 - 20.4 **Community Governance** – (Cllrs Goffey, Ireland, Matravers, Sanger and Tolley)

21. **Reports on Current Activities by Community Groups with Town Council Representation**
21.1 **Neighbourhood Plan Group** (Cllrs Goffey, Button and Sanger) –
22. **Members' Reports and Items for Agendas** - To receive reports from Members attending other organisations on behalf of the Council:
22.1 **Okehampton Matters** (Cllrs Goffey and Wood)
22.2 **Okehampton and Hamlets Combined Archive Project** (Town Clerk)
22.3 **Okehampton Primary School** (Cllr Button)
22.4 **Okehampton Ukraine 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.'

23. **CCTV Phase 2** – To receive an update from Cllr Leech and the Clerk and consider a quotation for the supply and installation of Phase 2 of the system