



Okehampton Town Council



Okehampton Town Council  
Town Hall  
Fore Street  
Okehampton EX20 1AA

01837 53179

[www.okehampton.gov.uk](http://www.okehampton.gov.uk)

## NEWSLETTER - JULY 2022

Sign up to receive the newsletters electronically by visiting the Council's [website](http://www.okehampton.gov.uk).

### The Queen's Platinum Jubilee

Okehampton Town Council thanks all of the people, groups and organisations who helped or contributed in some way to the events that were held over the bank holiday weekend. It is not possible to name everyone, but this includes Okehampton United Charity who provided financial support, Countryside Furnishers who provided the red carpet for the Throne Room, the Rotary Club, the Inner Circle, Christians Together for the Service of Thanksgiving, and of course OCRA who provided a variety of events and activities across the weekend.

The weekend was packed with something for everyone, and the Town Council was pleased to work jointly with Okehampton Hamlets Parish Council to host some of the events which commenced with the Lighting of the Beacon at Okehampton Showground.



Limited Edition  
Drinks Bottles and Souvenir  
Programmes celebrating the  
Jubilee available from the Town  
Hall, Museum of Dartmoor Life,  
Pavilion in the Park and  
Donalds Menswear  
£5 each



## Albury and Redstone Funeral Directors won the 2021 Hanging Basket Competition

Who will it be this year?

Judging will be carried out on a (hopefully) sunny day in July by the Mayor of WDBC, Cllr Mott, and the Town Mayor, Cllr Tolley.



## Memorial Safety Testing Okehampton Town Council Cemetery

Okehampton Town Council will be undertaking routine inspection of memorials in its Cemetery adjacent to All Saints Church in August 2022.

As the landowner, Okehampton Town Council is obliged to undertake this work to ensure that its cemetery is a safe place for the public to visit.

Under this safety testing programme all memorials will be tested by trained staff using industry approved testing procedures. Any memorials found to be unsafe will be either laid flat; secured with a temporary stake; or cordoned off to ensure that they do not present a risk to visitors to the cemetery.

Okehampton Town Council endeavours to carry out the inspections with minimal disruption. However, we would ask that any visitors to the cemetery take note of the warning signs and exercise caution near memorials during this testing.

For further information please contact the Town Council.



## Royal British Legion Poppy Appeal

Karen Stephens, the Okehampton RBL Branch Secretary is ready to start taking orders for anyone who would like a poppy wreath to lay on Remembrance Sunday, 13<sup>th</sup> November.

Any organisations wishing to order a wreath can contact Karen by email [kaspoppysoke@outlook.com](mailto:kaspoppysoke@outlook.com)

RBL Poppy Badges celebrating the Queens Platinum Jubilee are available from the Town Hall. The suggested donation to the RBL for these is £4.



## Civic Service

The Mayor's Annual Civic Service will be taking place in Fairplace Church on the morning of Sunday 18<sup>th</sup> September, details to follow.

## Mayor's Coffee Morning

Come along and meet the Mayor, Cllr Bob Tolley, who is hosting a coffee morning in the Charter Hall on 30<sup>th</sup> July in support of his chosen charity Dream-A-Way. An Exeter based charity helping to make dreams come true for Devon's children and adults with disabilities or life affecting health conditions.

A limited number of stalls are available in return for a donation to Dream-A-Way. To book your table contact Abi on 01837 53179 or [admin@okehampton.gov.uk](mailto:admin@okehampton.gov.uk)

## Okehampton Show

Come and meet Emma, the Town Clerk and James the Park-Keeper at the Show on Thursday 11<sup>th</sup> August. They will be able to answer queries about services Okehampton Town Council offers or the open spaces it is responsible for, including Simmons Park.

You may also may catch Caroline, the Assistant Clerk, Abi, the Admin Officer and Mayor's Assistant, and Town Councillors who will be popping in during the day.



## Town Council Employees

The Newsletters often feature some information about your Councillors, but do you know who is at the end of the phone if you ring the Town Hall, who you speak to if you pop into the office, or who the council employs?

### Town Clerk and Responsible Financial Officer, Mrs Emma James

The Clerk, also known as the 'Proper Officer', is the senior Council employee and is responsible for the day-to-day running of the council, management of other employees, buildings and facilities including the cemetery, managing projects, finance, ensuring compliance with law and procedures, summoning councillors to meetings and clerking them, as well as anything else that crops up.

Emma was employed by the council in 2017. She is a qualified clerk, having completed the Certificate in Local Council Administration (CiLCA) in 2017 and is now studying Level 4, Community Governance at De Montfort University in Leicester. In her spare time, she runs and cycles, completing her first marathon last year and cycling the Ride London Essex 100-mile bike ride in May with her husband and friends.



**Assistant Clerk, Mrs Caroline Ellis** - Caroline was employed by the Council in 2018 and is the Assistant Clerk whose main responsibility is the day-to-day management of the council's accounts followed by supporting the Clerk and clerking the Full Planning Committee meetings. Caroline is also CiLCA qualified.



### Admin Officer and Mayor's Assistant, Mrs Abi Horn

Abi, who was employed during the pandemic, is the newest member of office staff. Abi is kept busy managing reception and is usually the person you will first speak to if you come into or ring the office. Also within Abi's remit is responsibility for booking the council's facilities, management of the Mayor's diary, and assisting the Clerk and Assistant Clerk in all manner of work, including arranging events such as the Queen's Platinum Jubilee Celebrations.

When not working Abi can be found looking after her family and menagerie which includes a herd of goats!

**Caretakers, Mr Jonathan Dean and Mr Paul Tucker** - The council employs two Caretakers who look after the buildings, including the Town Hall and Charter Hall. Jonathan, the Senior Caretaker and longest serving council employee is supported by Paul (Paulo). Between them they ensure the buildings are clean and ready for coffee mornings, council meetings, ceremonies in the Council Chamber and all kinds of other events that are booked.

### Simmons Park and outdoor spaces that the council is responsible for is maintained by a team of three.

**Park-Keeper, Mr James McGahey** - Responsibility for the outdoor spaces falls to James. James can usually be found working away in Simmons Park, Clapps Wood, the BMX Track, in the Cemetery or a number of other places in Okehampton keeping the areas clean and tidy for the benefit of residents and visitors.

**Groundsperson, Mr Neil Cleave** - Neil can often be found in the tractor, cutting the grass, or completing other maintenance tasks including watering the Town Hall hanging baskets (or himself!).

**Horticultural Apprentice, Mr Jacob Peek**, Jacob is completing an Apprenticeship at Bicton College and is the newest member of the team, having started his apprenticeship in September last year.



## Town Council Grants

This year, 2022/23, the Council has a budget of £29,000 for the award of grants supporting not-for-profit community organisations and groups for the benefit of the residents of Okehampton. Contact the office for details of how to apply or find them on the [website](#).

**The grant application process has been reviewed and is changing for future years. Details of the changes will be published in the next Newsletter and will be available on the website.**

In June grants amounting to £994 were approved by the Policy & Resources Committee:

- Okehampton Community Dance Project – £494 towards the cost weekly hall hire
- Okey Music Day - £500 towards the costs including musicians, PA, production and promotion



The Mayor presenting the Museum of Dartmoor Life with their grant cheque

## Mayors Coffee Morning 30<sup>th</sup> July, in the Charter Hall Fundraising for Dream-A-Way

To book a table for your charity, group or organisation please contact Abi  
01837 53179 or [admin@okehampton.gov.uk](mailto:admin@okehampton.gov.uk)

## Coming up in July

- 2<sup>nd</sup> Alzheimer's Society Coffee Morning (Charter Hall)
- 21<sup>st</sup> Okehampton Town Councillor Surgery (Town Hall)
- 23<sup>rd</sup> Community Links Big Breakfast (Charter Hall)
- 30<sup>th</sup> Mayor's Coffee Morning (Charter Hall)

### August

- 9<sup>th</sup> Okehampton Show
- 20<sup>th</sup> Alzheimer's Society Coffee Morning (Charter Hall)

## Town Council Meeting Dates

### July

- 4<sup>th</sup> Planning Committee (Full) (Cancelled)
- 18<sup>th</sup> Policy & Resources Committee
- 25<sup>th</sup> Full Council

### August

- 8<sup>th</sup> Planning Committee (To be confirmed)
- 22<sup>nd</sup> Full Council

Meeting dates for the 2022/23 Mayoral Year were agreed at the Annual Council Meeting on 11<sup>th</sup> May and can be found on the [website](#). Some Planning Committee Meetings have been scheduled; others will be convened as they are needed.

Council meetings normally start at 7pm are held in the Council Chamber, Town Hall, Fore Street. Occasionally meetings are subject to change, the [website](#) or noticeboard in the Victorian Arcade should be checked for up-to-date information.

Do you have a question, query, or want to know what your Council does? Why not come to the Councillor Surgery on 21<sup>st</sup> July in the Town Hall. Booking not necessary.

## Charter Hall Roofing Work Update

The project is now not likely to start within the next few months, if at all this year.

There is plenty of availability in the Charter Hall for Saturday Coffee Mornings or other events, please contact the office for details.

## Contact Us – 01837 53179

Emma James, Town Clerk & RFO  
[townclerk@okehampton.gov.uk](mailto:townclerk@okehampton.gov.uk)

Caroline Ellis, Assistant Town Clerk (Accounts)  
[accounts@okehampton.gov.uk](mailto:accounts@okehampton.gov.uk)

Abi Horn, Admin Officer and Mayor's Assistant  
(Bookings and Invitations for the Mayor)  
[admin@okehampton.gov.uk](mailto:admin@okehampton.gov.uk)

James McGahey, Park-Keeper  
[parks@okehampton.gov.uk](mailto:parks@okehampton.gov.uk)

## Your Councillors

Cllr Bob Tolley (Town Mayor)  
Cllr Deborah Sanger (Deputy Mayor)  
Cllr Terry Abbots  
Cllr Greta Button  
Cllr Jan Goffey  
Cllr Carole Holt  
Cllr Dr Michael Ireland  
Cllr Paul Jessop  
Cllr Tony Leech  
Cllr Christine Marsh  
Cllr Brendan Matravers  
Cllr Debra Travers  
Cllr Julie Yelland  
Cllr Ann Wood

Individual Councillors contact details can be obtained from the Office or website.