

**Minutes of a meeting of Okehampton Town Council held on
Monday 27th June 2022 at 7pm in the Council Chamber, Town Hall, Okehampton**

Members Present: Councillor B Tolley (Mayor)
Councillor D Sanger (Deputy Mayor)
Councillor P Jessop (Chairman, Planning Committee)
Councillor J Yelland (Chairman, Policy & Resources Committee)
Councillor T Abbots
Councillor C Holt
Councillor M Ireland
Councillor C Marsh
Councillor B Matravers
Councillor D Travers

In Attendance: Mrs E James (Town Clerk)
1 Member of the Public

Action

- 121 **Declarations of Interest** – None
- 122 **Apologies for Absence** – Apologies tendered by Cllrs Button, Goffey, Leech and Wood were **APPROVED** on the proposition of Cllr Ireland, seconded Cllr Travers.
- Apologies tendered by Cllr Samuel, DCC and Cllr Ball, WDBC were noted.
- 123 **Deferment of Business** – None
- 124 **Members Questions** – Cllr Abbots asked if it would be possible to publish meeting agendas in the paper on a weekly basis. The Clerk advised that it would be too costly to do so and that they were published on the noticeboard in the Victorian Arcade and the Council's website, they could also be published on Facebook.
- 125 **West Devon Borough Council** – Cllr Yelland reported on the following matters:
- WDBC's work in relation to Ukrainian guests arriving in the area including planning for the end of the initial 6 months of the scheme, the delivery of wraparound support, changes to the Homes for Ukraine scheme allowing hosts to accommodate unaccompanied Ukrainian children and the appointment of case workers.
 - EV Charging point provision in Mill Road car park was being progressed, although there would be a delay for the units to be connected by Western Power Distribution.
 - A bid for capital funding for a West Devon Transport Hub in Okehampton from the Levelling Up Fund was due to be submitted in early July. Subject to approval and the success of the bid, WDBC would commit match-funding of £120K to the project.
- 126 **Devon County Council** – Cllr Samuel had advised the Clerk that a report would be sent for circulation later in the week.
- 127 **Questions Arising from Members Reports** – None.
- 128 **Adoption of Minutes of Committees and Members' Questions arising Thereon** –
- 128.1 **Policy & Resources Committee** meeting held on 9th May 2022 - adoption proposed by Cllr Jessop, seconded Cllr Tolley and **approved**.

- 128.2 Property Committee** – In the absence of the Committee Chairman and Vice-Chairman the item was deferred to the next meeting.
- 128.3 Parks Committee** meeting held on 4th April 2022 - adoption proposed by Cllr Ireland, seconded Cllr Holt and **approved**.
- 129 Full Council Meeting Minutes** – The minutes of the Town Council meeting held on 23rd May 2022 were **approved** on the proposition of Cllr Matravers, seconded by Cllr Jessop, and signed by Cllr Tolley.
- 130 Walkway behind the Old Mill** – DCC Public Rights of Way had confirmed the footway behind the Old Mill Site in Mill Road was included on DCC's list of streets for which they were responsible for maintaining at public expense. Therefore it was not necessary for it to be recorded as a designated public footpath.
- 131 Levelling Up Fund: - West Devon Transport Hub** – It was noted that a letter reconfirming the Council's support of a funding bid for the West Devon Transport Hub had been sent to WDBC for inclusion in their submission documentation.
- 132 Crime and Anti-Social Behaviour** – On the proposition of Cllr Jessop, seconded Cllr Travers (1 against), it was **RESOLVED** to write to the Police & Crime Commissioner highlighting crimes that had been captured on CCTV for which no further action had been taken and in relation to officer provision.
- On the proposition of Cllr Yelland, seconded Cllr Ireland, it was **RESOLVED** to invite the Police Neighbourhood Beat Manager, the Inspector and a representative of the Dartmoor Multi Academy Trust to an informal meeting to discuss crime and anti-social behaviour in relation to young persons.
- 133 Charter Hall Roofing Project** – The Clerk reported that some of the specification had been received earlier in the day and the working group would be meeting later in the week to review the documentation. An additional Full Council meeting may be required to approve the specification for publication.
- 134 Asset Register** – Cllr Goffey was not present but had advised the Clerk that she had completed an audit of some elements of the register, including artefacts and paintings.
- 135 Tennis Club Agreement** – The Clerk reported that a meeting was being held on 27th July 2022 to legally finalise the termination of the agreement. On the proposition of Cllr Tolley, seconded Cllr Marsh, it was **RESOLVED** to reconfirm the withdrawal of the Council from the agreement and its termination as resolved in 2016.
- 136 Policies and Documents** - On the proposition of Cllr Jessop, seconded Cllr Marsh, it was **RESOLVED** to approve the Grant Policy as recommended by the Policy & Resources Committee.
- 137 Finances** – On the proposition of Cllr Marsh, seconded Cllr Jessop it was **RESOLVED** to approve the schedule of payments.
- 138 Internal Auditor Appointment** - On the proposition of Cllr Sanger, seconded Cllr Yelland it was **RESOLVED** to ratify the appointment of IAC Audit and Consultancy as the as the council's internal auditor for three years, 2022/23,

Clerk

Clerk

Clerk

2023/24 and 2024/25 at the cost of £770 p/annum as recommended by the Policy & Resources Committee.

Clerk

- 139 Management of Civic Events** – Cllr Marsh reported that the organisation and management of events took considerable staff time and Mayoral events that were charitable rather than Civic, including coffee mornings should be arranged by the Mayor with minimal staff support.

The Clerk advised that a protocol as guidance for the organisation of Council events was being written as they occurred and would include Civic and Mayoral charitable events. It was **agreed** that this be finalised in time for the new Council following the elections in May 2023.

Clerk

- 140 Civic Diary Report** – Events attended by the Mayor and Deputy Mayor during May were noted and included a variety of Jubilee events.

A letter of thanks and appreciation from WDBC's Deputy Mayor who attended the Council's event in Simmons Park on 4th June was read out. Cllr Tolley requested that his appreciation be recorded for the local authorities, community groups, charities and individuals that had supported the Jubilee celebrations and made them the success that they were. Appreciation for the Clerk and staff for the hard work they put into organising the event and the hours they put in on the day which added to its success was also expressed by Cllr Tolley.

- 141 Reports of Council Working/Task & Finish Groups -**

141.1 Climate Change – There had been no meeting held to report on.

141.2 Charter Hall Roof Replacement – A report had been provided earlier in the meeting.

141.3 Placemaking Working Group – The Clerk advised that Officers from WDBC would be attending the Full Council meeting in August to provide an update.

141.4 Community Governance – A meeting had been held on 23rd June and the next was due to take place on 19th July 2022.

- 142 Reports on Current Activities by Community Groups with Town Council Representation -**

142.1 Neighbourhood Plan Group – Cllr Sanger reported that work had progressed well and maps for inclusion were awaited.

- 143 Members' Reports and Requests for Agenda Items -**

143.1 Okehampton Matters – No report

143.2 Okehampton & Hamlets Combined Archive Project – Item to be removed from the agenda until an update was available as this was a long-term project.

143.3 Okehampton Primary School – No report

143.4 Okehampton Ukraine Support Group – No report

(A member of the 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 Travers

144 **CCTV Phase 2** – It was noted that budget held for this project was £43,000, which included the grant of £15,000 that had been received from the Office of the Police and Crime Commissioner.

On the proposition of Cllr Matravers, seconded Cllr Travers it was **RESOLVED** to approve the following:

- The provision of the second phase of the scheme and acceptance of the quotation from Fullstop, including the optional camera at the Ockment Centre at the cost of £29,458.17.
- An additional mobile camera to be purchased and sited at the skate park, cost to be confirmed
- All other work relating to the provision and installation of the scheme which included annual and initial camera fees, electrical work as required by Mike Harding Electrical Solutions Ltd and costs associated with the linking of the additional cameras to the system monitored by Torbay Council, all costs to be ascertained.
- The resolution being subject to permissions for siting a camera on the Ockment Centre being granted and the replacement of lighting columns by DCC which was expected to be completed in early July 2022.

Clerk

On the proposition of Cllr Abbots, seconded Cllr Holt it was **RESOLVED** to exit Part 2 and ratify decisions made therein. The meeting was closed at 8.20pm.

Councillor Tolley
Mayor