



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

01837 53179
townclerk@okehampton.gov.uk

Emma James
Town Clerk

20th September 2022

Dear Councillor

You are summoned to attend a meeting of Okehampton Town Council to be held on Monday 26th September 2022 at 7pm in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

E James

Emma James
Town Clerk

AGENDA

A fire alarm drill is not planned. In the event that the alarm sounds, please make your way out of the building using either staircase and make your way to the meeting point in Red Lion Yard where you are asked to await further instructions.

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.

To observe a minute silence in memory of Her Majesty Queen Elizabeth II who passed away on 8th September 2022

Business to be Transacted

1. **Apologies for Absence** - To receive apologies for absence
2. **Declarations of Interest** – To receive disclosures of interests from Councillors on matters to be considered at the Meeting. The disclosure shall include the nature of the interest. If a Member becomes aware, during the course of the Meeting, of an interest that has not been disclosed they must do so immediately.
3. **Public Participation** – To receive questions or comments from members of the public. (Please note that decisions cannot be made on items not detailed on the agenda.)
4. **Members' Questions** - To receive questions from Members regarding the workings of the Council
5. **Visiting Speaker** – To receive a presentation from a member of Read Easy Okehampton about the work of the group

6. **Read Easy, Okehampton** – To consider the presentation
7. **West Devon Borough Council** - To receive the report of the West Devon Borough Councillors, if present
8. **Devon County Council** - To receive the report of the Devon County Councillor, if present
9. **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.**
10. **Councillor Co-option** – To resolve to co-opt a Councillor to fill the South Ward vacancy
11. **Adoption of Minutes of Committees and to Receive Questions from Members Thereon** –
 - 11.1 To adopt the minutes of the **Property Committee** meeting held on 6th June 2022 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
12. **Full Council Meeting Minutes** - To receive, sign and approve the minutes of the Town Council meeting held on 22nd August 2022
13. **Community Governance** – To note that the petition for a boundary review is due to be presented to WDBC by the Clerk on 27th September 2022.
14. **Minor Injuries Unit and Hospital Beds** –
 - 14.1 To consider questions and answers from a recent Political Engagement Webinar
 - 14.2 To consider a response from Mel Stride, MP, following the Council's request for the reinstatement of an MIU and reprovision of hospital beds in Okehampton Hospital allowing treatment locally and ease bed blocking at RD&E
15. **Antisocial Behaviour** – To consider a response from the Office of the Police and Crime Commissioner following the Council's letter in relation to antisocial behaviour and the reopening of the Okehampton Police Desk
16. **Cost of Living Crisis** – To consider any action that the council could take to assist its residents
17. **SAAA Central External Auditor Appointment** – To resolve to approve remaining opted into the scheme
18. **Finance** – To resolve payment of the invoices in accordance with the schedule
19. **Meeting Dates** –
 - 19.1 To resolve to amend the following meeting dates due to the elections on 4th May 2023:
 - a) Nominations (Informal) Meeting from 8th to 15th May 2023
 - b) Annual Council Meeting and Mayor Choosing from 10th to 17th May 2023
 - 19.2 To note the following rescheduled meeting dates following the death of HM Queen Elizabeth II:
 - a) Policy & Resources Committee from 12th September to 24th October 2022
 - b) Planning Committee from 19th September to 17th October 2022
20. **Okehampton Show 2023** – To resolve to approve Council attendance at the show in line with the arrangements for 2022 whereby the stand is staffed by the Clerk, Park-Keeper and another member of staff, and either joining with WDBC or obtaining a separate plot as necessary

21. **Simmons Park Charity** – To consider a proposed change to the Management Agreement as requested by Trustees, clarifying Clause 2.2 that a review take place not less than three months before the fourth anniversary of the date of agreement (August 2025).
22. **Town Events** – To consider the Council’s stance on requests from local groups and organisations to put up decoration including flags and bunting throughout the town on their behalf
23. **Council Owl Mascot** – To resolve to adopt the Owl Mascot knitted by Mrs Horn and agree a name – ‘Ollie Owl’
24. **Civic Diary Report** – To note events attended by the Mayor and Deputy Mayor during August 2022
25. **Working Group Membership and Town Council Representatives** – To resolve to nominate Councillors to fill the following vacancies following the resignation of Cllr Button:
 - 25.1 Climate Change Working Group
 - 25.2 Placemaking Working Group
 - 25.3 Okehampton Primary School
 - 25.4 Okehampton Ukraine Support Group
26. **Reports of Council Working/Task & Finish Groups** – To note reports:
 - 26.1 **Climate Change** (Cllrs Goffey, Leech and Matravers - vacancy)
 - 26.2 **Charter Hall Roof Replacement** (Cllrs Goffey, Leech and Sanger)
 - 26.3 **Placemaking Working Group** (Cllrs Abbots, Leech, Marsh, Matravers and Travers - vacancy)
 - 26.4 **Community Governance** – (Cllrs Goffey, Ireland, Matravers, Sanger and Tolley)
27. **Reports on Current Activities by Community Groups with Town Council Representation**
 - 27.1 **Neighbourhood Plan Group** (Cllrs Goffey, Sanger and Matravers)
28. **Members’ Reports and Items for Agendas** - To receive reports from Members attending other organisations on behalf of the Council:
 - 28.1 **Okehampton Matters** (Cllrs Goffey and Wood)
 - 28.2 **Okehampton Primary School** (No representative)
 - 28.3 **Okehampton Ukraine Support Group** (No representative)

PART TWO – CONFIDENTIAL ITEMS

29. **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 which are **CONFIDENTIAL** by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council.’
30. **Charter Hall Roofing Project** –
 - 30.1 To receive and consider an update on progress and any actions arising
 - 30.2 To consider a proposal from Cllr Goffey for a ‘Sponsor a Slate’ appeal including its advertising

To resolve to exit Part 2, ratify decisions made therein and re-admission of the Press and Public