



Okehampton Town Council

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Emma James  
Town Clerk

24<sup>th</sup> October 2022

Dear Councillor

You are summoned to attend a meeting of Okehampton Town Council to be held on Monday 31<sup>st</sup> October 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.**

#### **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. **West Devon Borough Council** - To receive the report of the West Devon Borough Councillors, if present
6. **Devon County Council** - To receive the report of the Devon County Councillor, if present

7. **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.
8. **Adoption of Minutes of Committees and to Receive Questions from Members Thereon** –
  - 8.1 To adopt the minutes of the **Policy & Resources Committee** meeting held on 18<sup>th</sup> July 2022 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
  - 8.2 To adopt the minutes of the **Parks Committee** meetings held on 20<sup>th</sup> June and 22<sup>nd</sup> August 2022 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
  - 8.3 To adopt the minutes of the **Planning Committee** meetings held on 8<sup>th</sup> and 25<sup>th</sup> August, and 5<sup>th</sup> September 2022 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
9. **Full Council Meeting Minutes** - To receive, sign and approve the minutes of the Town Council meetings held on 26<sup>th</sup> September and 17<sup>th</sup> October 2022
10. **Deputy Mayor** – To resolve to appoint a Deputy Mayor, if required
11. **Co-option** - To consider any applications received
12. **Community Governance** – To note that the petition was presented to WDBC by the Clerk on 27<sup>th</sup> September and resolve to dissolve the working group which has fulfilled its purpose
13. **Cost of Living Crisis** – To receive and consider any suggestions by Councillors for assistance that the Council could give to its residents
14. **Rail Impact Survey** – To consider a proposal from Cllr Ireland to conduct a survey of the businesses to ascertain the impact the reopening of the passenger rail service has had and how this will be undertaken
15. **Finance** – To resolve payment of the invoices in accordance with the schedule
16. **Investments** - To receive and consider recommendations from the Policy & Resources Committee
17. **Simmons Homes** – The term of office for the Council nominated Trustee expired on 12<sup>th</sup> October 2022 and the Council is requested to resolve the appointment a Trustee to fill the vacancy
18. **Policies and Documents** – To consider and resolve to approve amendments to Standing Orders as recommended by the Policy & Resources Committee.
19. **Civic Diary Report** – To note events attended by the Mayor during September and October 2022
20. **Coronation of King Charles III** – To resolve to create a working group to consider plans to celebrate the Coronation on 6<sup>th</sup> May 2023
21. **Committee Membership** – To resolve which Committees Cllr Fisher and any newly co-opted Councillor will site on, and any other changes as required
22. **New Councillor Mentor** – To consider nominating a Councillor to act as mentor to Cllr Fisher and any newly co-opted Councillor
23. **Simmons Park Charity** – To resolve to appoint a minimum of one Trustee to the Charity

24. **Working Group Membership and Town Council Representatives** – To resolve to nominate Councillors to fill the vacancies as detailed in the attached documentation
25. **Reports of Council Working/Task & Finish Groups** – To note reports:
  - 25.1 **Climate Change** (Cllrs Goffey, Leech, Matravers)
  - 25.2 **Charter Hall Roof Replacement** (Cllrs Goffey, Leech, Wood)
  - 25.3 **Placemaking Working Group** (Cllrs Abbots, Leech, Marsh, Matravers)
  - 25.4 **Community Governance** – (Cllrs Goffey, Ireland, Matravers, Tolley)
26. **Reports on Current Activities by Community Groups with Town Council Representation**
  - 26.1 **Neighbourhood Plan Group** (Cllrs Goffey, Matravers)
27. **Members' Reports and Items for Agendas** - To receive reports from Members attending other organisations on behalf of the Council:
  - 27.1 **Okehampton Matters** (Cllrs Goffey and Wood)
  - 27.2 **Okehampton Primary School** (No representative)
  - 27.3 **Okehampton Ukraine Support Group** (No representative)

## **PART TWO – CONFIDENTIAL ITEMS**

28. **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.'**
29. **Charter Hall Roofing Project** – To receive and consider an update on progress and any actions arising including a possible grant application, and other roof repairs
30. **Electrical Quotations** – To consider quotations received for work highlighted from the recent inspection
31. **Staffing Matters** – To consider any recommendations that may have been made by the Policy & Resources Committee

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