



Okehampton Town Council

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Emma James  
Town Clerk

5<sup>th</sup> December 2022

Dear Councillor

You are summoned to attend a meeting of Okehampton Town Council to be held on Monday 12<sup>th</sup> December 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 **Parks Committee** meeting held on 3<sup>rd</sup> October 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 meeting held on 28<sup>th</sup> November 2022
10. **Co-option** - To consider any applications received, the Committees and working groups or other roles that any co-opted persons will be appointed to
11. **Community Governance Petition** – To note that the petition to change the town boundary submitted to WDBC in September 2022 has been validated and Terms of Reference for the review will be considered by WDBC on 21<sup>st</sup> February 2023
12. **Finance** –To resolve payment of the invoices in accordance with the schedule
13. **2023/24 Budget** - To consider recommendations from the Committees for final approval in January 2023
14. **King Charles III Coronation** – To approve recommendations from the Working Group for an outline of events for the Coronation on 6<sup>th</sup> May 2023
15. **Policies and Documents** – To resolve to approve the following documents, previously circulated, as recommended by the Policy & Resources Committee:
  - Flexible Retirement Policy
  - Pensions discretions
16. **Civic Diary Report** – To note events attended by the Mayor
17. **Reports of Council Working/Task & Finish Groups** – To note reports:
  - 18.1 **Climate Change** (Cllrs Goffey, Leech, Matravers and Wood)
  - 18.2 **Charter Hall Roof Replacement** (Cllrs Goffey, Leech and Wood)
  - 18.3 **Placemaking Working Group** (Cllrs Abbots, Leech, Marsh and Matravers)
18. **Reports on Current Activities by Community Groups with Town Council Representation**
  - 18.1 **Neighbourhood Plan Group** (Cllrs Goffey and Matravers)
19. **Members' Reports and Items for Agendas** - To receive reports from Members attending other organisations on behalf of the Council:
  - 19.1 **Okehampton Matters** (Cllrs Goffey and Wood)
  - 19.2 **Okehampton Ukraine Support Group** (Cllr Leech)
  - 19.3 **Rural Market Town Group** (Cllr Goffey)

## **PART TWO – CONFIDENTIAL ITEMS**

20. **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.’

21. **Band Stand Quotations** – To consider a recommendation, if brought forward, from the Parks Committee meeting held on 5<sup>th</sup> December 2022 for acceptable of a quotation to enhance the old Band Stand
22. **Cemetery Land Purchase** - To consider a recommendation, if brought forward, from the Parks Committee meeting held on 5<sup>th</sup> December 2022 for the purchase of land for future use as an additional cemetery
23. **Charter Hall Roofing Project** – To resolve to award the contract and consider any other actions arising

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