



Okehampton Town Council

Town Hall
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Okehampton
Devon
EX20 1AA

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Emma James
Town Clerk

23rd January 2023

Dear Councillor

You are summoned to attend a meeting of Okehampton Town Council to be held on Monday 30th January 2023 at 7pm in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

E James

Emma James
Town Clerk

AGENDA

This meeting will be livestreamed through the Council's Facebook page. Persons attending will be captured on film except when seated in the public seating area, with the exclusion of the first row. Any speech may be picked up and broadcast.

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** meetings held on 14th November and 5th December 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 **Property Committee** meetings held on 7th November and 5th December 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 12th December 2022 and 16th January 2023
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. **Neighbourhood Plan** – To receive an update following the Regulation 14 consultation and consider resolving to approve the revised draft plan for submission to WDBC for referendum
12. **WDBC Levelling Up Funding Bid** – To note that the bid for a West Devon Transport Hub incorporating the Parkway Railway Station on the eastern edge of the town was successful and £13,455,000 awarded
13. **Wild Camping on Dartmoor** – To note the High Court Ruling that camping overnight on Dartmoor requires the consent of the landowner and consider any action
14. **DCC Regeneration Project** – To receive an update from the Mayor and Clerk and consider any actions arising
15. **Business Improvement District** – To note the next stages of the feasibility study
16. **CCTV Scheme** – To receive an update Cllr Leech and the Clerk on progress with the installation of Phase 2
17. **Market Street Public Toilet Consultation** - To consider consultation responses, other documentation and resolve if to retain and continue to maintain the toilets leased from WDBC
18. **2023/24 Budget and Precept** –
 - 18.1 **2023/24 Budget** - To consider the budget papers and resolve to agree the budget
 - 18.2 **2023/24 Precept** - To resolve the precept amount to be requested
19. **Finance**
 - 19.1 **Payment Schedule** - To resolve payment of the invoices in accordance with the schedule
 - 19.2 **Grant Application** – To consider an application from Okehampton United Charity for a grant of £1,988.63 towards the cost of the provision of allotments
20. **Events**
 - 20.1 **Coronation of King Charles III, 6 May 2023** – To note that the Policy & Resources Committee have approved a request from Okehampton Hamlets Parish Council to join the working group, and resolve to approve the revised Terms of Reference and any other actions arising

- 20.2 Okehampton Celebrates in the Park, 9th July 2023** - To receive an update on the progress of plans for the event and resolve to approve the Terms of Reference
- 20.3 D Day 80th Celebrations, 6th June 2024** – To consider an invitation from Okehampton Hamlets Parish Council to join a joint working group to plan and progress event/s including the lighting of a beacon at Okehampton Showground
- 20.4 Mayor’s Annual Civic Dinner** – To resolve the allocation of free tickets for the event scheduled to take place on 3rd March 2023
- 21. Policies and Documents** – To resolve to approve the following documents, previously circulated, as recommended by the Policy & Resources Committee:
- Asbestos Management Plan (as produced by Environmental Services who were contracted to undertake the annual inspection)
 - Complaints Policy & Procedure
 - Flag Flying Policy
 - Grant Policy
 - Treasury & Investment Policy and Strategy
 - Waste Management and Recycling Policy
- 22. Livestreaming of Council Meetings** – To consider a report from the Clerk and resolve if Committee meetings will be livestreamed in addition to those of full Council
- 23. WDBC Mayoral Awards** – To consider nominating persons for an award
- 24. Simmons Park Charity (1101388)** – To consider any requests from the Trustees including, if asked, consideration of becoming Sole Trustee of the Charity
- 25. Civic Diary Report** – To note events attended by the Mayor
- 26. Reports of Council Working/Task & Finish Groups** – To note reports:
- 26.1 Climate Change** (Cllrs Goffey, Leech, Matravers and Wood)
- 26.2 Charter Hall Roof Replacement** (Cllrs Goffey, Leech and Wood)
- 26.3 Placemaking Working Group** (Cllrs Abbots, Leech, Marsh and Matravers)
- 27. Reports on Current Activities by Community Groups with Town Council Representation**
- 27.1 Neighbourhood Plan Group** (Cllrs Goffey 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 Ukraine Support Group** (Cllr Leech)
- 28.3 Rural Market Town Group** (Cllr Goffey)

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** – To resolve to ratify award of 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