



Okehampton Town Council

Town Hall  
Fore Street  
Okehampton  
Devon  
EX20 1AA

01837 53179  
[townclerk@okehampton.gov.uk](mailto:townclerk@okehampton.gov.uk)

Emma James  
Town Clerk

20<sup>th</sup> March 2023

Dear Councillor

You are summoned to attend a meeting of Okehampton Town Council to be held on Monday 27<sup>th</sup> March 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 **Property Committee** meeting held on 9<sup>th</sup> January 2023 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 **Policy & Resources Committee** meeting held on 16<sup>th</sup> January 2023 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 27<sup>th</sup> February 2023
10. **Livestreaming of Committee Meetings** – Following a request by the required number of Councillors as set out in Standing Orders, the Council is requested to reconsider the livestreaming of Committee meetings
11. **Proposed Installation of On-Street Parking Charges** – To note that WDBC have agreed to assist the Town Council in objecting to DCC's proposal resolve to approve that a letter, signed by Cllr Tolley and the Leader of WDBC be sent to DCC. A survey of businesses will be undertaken after the May elections.
12. **DCC Regeneration Project** – To resolve to adopt the Okehampton Regeneration Strategy, consider any actions and future participation in an ongoing Regeneration Board
13. **Charter Hall Roofing Project** – To receive an update and consider any actions arising
14. **Community Governance, Boundary Review** – To consider the issuing of a statement
15. **Civility and Respect Pledge** – To resolve to sign up to the pledge
16. **Finance** - To resolve to approve payment of the invoices in accordance with the schedule
17. **Investments** – To consider and resolve to approve the following recommendations from the Policy & Resources Committee:
  - 17.1 That a CCLA Public Sector Deposit Fund account be opened and £400,000 is transferred, by cheque, from the NatWest Business Reserve account
  - 17.2 To resolve the signatories for the new CCLA account
  - 17.3 That the NatWest Liquidity Manager account is closed, and the balance transferred to the NatWest Business Reserve account
18. **Stoc Volunteer Group** – To consider a proposal from Cllr Marsh that the group be permitted to undertake voluntary work on land the council is responsible for if appropriate and subject to insurance
19. **Registration Service Lease** – To resolve to approve the appointment of Stephen Scown Solicitors to prepare the new lease
20. **Policies and Documents** – To resolve to approve the following policies as recommended by the Policy & Resources Committee:
  - Asset Register and Disposal Policy
  - Body Worn CCTV:
    - Privacy Impact Statement
    - Policy and Operational Procedural Guidance

- Civic Protocol
- Criminal Record Checks Policy
- Health & Safety Policy
- Internal Control Statement
- Operation London Bridge
- Rehabilitation of Offenders Policy
- Strategic Plan 2023-2027
- Volunteer Group:
  - Agreement
  - Policy

**21. Events**

**21.1 Coronation of King Charles III** – To receive an update and consider any actions arising

**21.2 Okehampton Celebrates in the Park** - To receive an update and consider any actions arising

**22. Annual Council Meeting and Mayor Choosing** – To resolve that the meeting start time be moved from 12noon to 3pm and that light refreshments be offered for invited guests in the place of a buffet lunch due to budget restrictions

**23. Civic Diary Report** – To note events attended by the Mayor

**24. Reports of Council Working/Task & Finish Groups** – To note reports:

**24.1 Climate Change** (Cllrs Goffey, Leech, Matravers and Wood)

**24.2 Charter Hall Roof Replacement** (Cllrs Goffey, Leech and Wood)

**24.3 Placemaking Working Group** (Cllrs Leech, Marsh and Matravers)

**25. Reports on Current Activities by Community Groups with Town Council Representation**

**25.1 Neighbourhood Plan Group** (Cllrs Goffey and Matravers)

**26. Members' Reports and Items for Agendas** - To receive reports from Members attending other organisations on behalf of the Council:

**26.1 Okehampton Matters** (Cllrs Goffey and Wood)

**26.2 Okehampton Ukraine Support Group** (Cllr Leech)

**26.3 Rural Market Town Group** (Cllr Goffey)

**PART TWO – CONFIDENTIAL ITEMS**

**27. 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.'**

**28. Town Council's Mayoral Awards** – To consider nominations for a Mayoral award

**29. Jim the Walker Statue and Mural** – To consider correspondence received, the original Licence and its renewal, and any action to be taken in relation to inspections and repairs

**30. Band Stand Enhancement Project** –

**30.1** To resolve to approve the design and revised quotation received from the appointed contractor.

**30.2** To resolve to approve the plaque and quotations.

**30.3** To resolve to approve that any underspend in the earmarked fund for the project be reallocated to an earmarked fund for improvements to the putting green

31. **Putting Green Improvements** – To approve, in principle, the redesign of the putting green
32. **Viewing Platform behind Lidl** – To consider quotations received for repairs to the platform and that the earmarked fund for Ash Tree dieback be used to pay for the work
33. **Play Equipment Repair Quotation** – To consider quotations for the purchase of parts to enable repair of the Typhoon Swing
34. **Bridge Inspection Surveys** – To consider quotations received for the inspection of council bridges
35. **Simmons Park Charity** – To consider a request from the Trustees in relation to land registered with Fields in Trust

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