



Okehampton Town Council

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Paul R Snell
Town Clerk

25 November 2014

Dear Councillor

You are hereby summoned to attend a special meeting of the Okehampton Town Council to be held on Monday 1st December 2014 at 6.30 pm in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

P R Snell
Town Clerk

Declarations of Interest - Members are reminded that they should declare any relevant interest in the items to be considered.

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 from Councillors unable to attend.
2. **Deferment of Business** - For comment by the public.
3. **Okehampton Community Renewables Feasibility Study** -
 - 3.1 **Okehampton Renewables Working Group (Working Group)** - To agree nominations of three Members and to confirm non-voting membership of the Town Clerk to the Working Group in accordance with the Working Group's Terms of Reference (version 7, paragraph 3.1).

- 3.2 Community Renewable Energy Feasibility Study Brief** - To agree the Brief as attached. The Brief, when agreed, will be sent to three potential and relevant consultants with an invitation to quote. Noting the closing date for receipt of quotations will be 31 December 2014, point of contact and return address will be the Parish Clerk, Okehampton Hamlets Parish Council for practical reasons. Copies of quotations received will be forwarded to all Members, with the request that any observations be made through the nominated representatives to the Working Group prior to its first meeting on Wednesday 7 January 2015.
- 3.3 Delegation** - To agree to delegate to the Town Clerk the authority to award the consultancy for the feasibility study, taking due regard of the recommendation of the Working Group and subject to successful application to the Rural Community Energy Fund for 100% funding.