

Okehampton Town Council Full Council 25th March 2024 Meeting Report

Date:	4 th March 2024
Name:	Emma James

11. Consultations

11.2 **Dartmoor Multi-Academy Trust – To consider a response to a proposal to establish a Resource Base at Okehampton Primary School. Consultation closes on 29th April 2024**

Dartmoor Multi Academy Trust is consulting on a proposal to establish from September 2024 a resource base for up to eight learners with Social, Emotional and Mental Health needs at Okehampton Primary School.

Increasing resource base provision is part of a county-wide strategy by Devon County Council in response to the demand for increased special educational needs provision and to enhance the inclusive capacity of mainstream schools.

The proposed resource base at Okehampton Primary School would support children and young people with a primary need of social, emotional and mental health needs with an Education and Health Care Plan.

For further information on the proposal, please see: [Proposal to establish a Resource Base at Okehampton Primary School - Have Your Say \(devon.gov.uk\)](#)

The consultation is taking place from 15th March to 29th April 2024.

Responding to the consultation

Comments can be made to Dartmoor Multi Academy Trust either by:

Email: resourcebaseconsultation@dmatschools.org.uk

By post to: Wardhayes, Simmonds way, Okehampton, EX20 1PU

Please note that all responses must be received by 29th April 2024

All responses to the consultation will be considered and will be shared with the school's leadership team, board of directors and trustees. Responses will also be shared with Devon County Council and the regional director's office at the DfE, but we will not send individual responses to any specific points made.

Devon County Council's Privacy Notice:

www.devon.gov.uk/privacy/privacy-notices/privacy-notice-for-representations-to-school-organisation-statutory-consultations/

13. **All Saints Church** – To consider correspondence in relation to the access way

The Road to the Cemetery

The situation.

The road to the cemetery from the entrance to the church grounds is classified by the County Council as a Bridleway and so is not assumed to need a tarmac surface. However, this, in actuality, is a public road as its most frequent users are members of the public going to the municipal cemetery to lay flowers on graves. It is also used by the funeral providers, the church congregations and those attending weddings, funerals, baptisms and events specially laid on by the church. It is also used by some private householders. Its frequent use means that the old tarmac surface (provided by the County Council in the 1990s according to memory but not recorded by them) is broken up and now has deep potholes.

Recent history

In 2022, after a lot of negotiation, combined action by the Church, the Town Council and the County Council Roads department, the CC provided a scoop load of tarmac and the church and the Town Council arranged and paid for it to be used to cover the worst of the then potholes. This was a temporary and inadequate provision.

Now.

That tarmac has mostly held but new deep potholes again make it a rough road for all; especially disturbing for the hearses and funeral cars.

Question

The total cost with VAT of tarmac and providing proper drainage was quoted in 2022 as about £16,000. To do the job properly as far as the west gateway to the church, must be assumed now to cost nearer £20,000. **How can we raise that money?**

The Church's responsibility? The land the track is on is assumed to have once belonged to the church but it is not now so established as it leads to both public and private facilities. As all are involved, it would be fair to argue that all must share the cost of repair. I am therefore copying this document to the following:-

The Parochial Church Council

The County Councillor for the area (Lois Samuel)

The Roads department of the County Council

The Town Clerk for the Town Council

The Okehampton United Charity

Alberrys, the local funeral provider

The local representative of the District Council (Tony Leech)

The private users.

I trust that all those involved will acknowledge the need for combined action.

15. Simmons Park Putting Improvements – To consider a proposal from Cllr Marsh:

The Skills and Sports Trust are offering to construct the new proposed Adventure Golf area in Simmons Park. They would like to work in partnership with the Town Council to provide Okehampton with an exciting new facility in the Park.

They will design the landscaping plans, shape and landscape the area. This will include drainage and trunking for electric cable (should the area need electric in the future) The area will need to be secured with a fence about a metre (approx.) high from the gate into the Cricket Field across to the existing hedge. This will also protect the entrance to Parklands, where people could be sitting.

The thought was to involve the community in this project in a number of ways. For example asking for sponsorship for a hole and asking community groups to suggest local landmarks for challenging each hole. The reward would be their name on the hole and maybe free putting for a year! This is just the start of taking this project forward, details of planting, materials etc., will follow. The basic ground work weather permitting will start in August.

The council will apply for 106 funding to help cover some of the costs, there is already £14k ringfenced in the Councils budget. The bulk of this project will be paid for by The Skills and Sports Trust, I am asking for the council to agree in principle subject to funding and detailed designs. I am further asking for delegated power for the Park Committee and clerk in finalising the final designs for the 18 holes.

I will of course keep the council updated throughout the whole process.

18. Interim Internal Audit – To note action taken in relation to observations raised

No.	Audit Test	esponse	Observation	Recommendation	Priority	Comments
1	Are bank signatory arrangements (the bank mandate) in accordance with Financial Regulations?	Yes	<i>The Council has recently updated bank signatories, but has not received confirmation from banks as to the bank signatories that banks have on file.</i>	The Council to obtain confirmation from bank of the updated approved signatories.	High	PARTIALLY COMPLETE - Information requested from all banks but only received from some to date
2	Has the Council complied with the requirements of the Public Contract Regulations?	Yes	<i>The Council has confirmed the award of a contract (Min ref 838), final contract sum £461,835.14 (Min Ref 426 27/11/2023). It was noted that the award of contract has not formally be posted on Contract Finder (it is understood that this will be done by the Councils</i>	The Council to ensure that the award of the contract is formally posted on the Contracts Finder website.	Medium	COMPLETE - website updated by the Project Manager

E *Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.*

No.	Audit Test	esponse	Observation	Recommendation	Priority	Comments
1	Is income due on investments subject to regular check and verification? (Is investment performance regularly reported to Council?)	No	<i>Income due on investments is not subject to a process of formal, regular, review. It was noted that the Council is earning significantly different interest on balances held at different banks/DCLA.</i>	The Council should put in place arrangements for the regular review and reporting of investment performance. This review should be recorded in Minutes of the appropriate meeting.	High	COMPLETE AND ONGOING - To be reviewed regularly at meetings of the P&R Committee

G *Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.*

No.	Audit Test	esponse	Observation	Recommendation	Priority	Comments
1	The Members allowances have been paid in accordance with approved rates	Yes	<i>Councillors are reimbursed for expenses incurred. It was noted that the Council does not have a formal policy in place setting out what expenses may be reclaimed by Councillors. The Council does have a formal policy in place in respect of Staff Expenses.</i>	The Council to put in place a formal policy for Councillors Expenses.	Medium	COMPLETE - Policy approved by Full Council

19. **Asset Register – To resolve to approve the additions and disposals of items and the register as at 31st March 2024, subject to any further changes that may be required prior to year-end.**

Serial	Description of Asset	Location	Acquisition Date	Annual Return 2023	Additions £	Disposals £	Annual Return 2024	Insurance Value (2021/22)	Valuation £	Valuation Date	Notes
Land and Buildings											
1a	Town Hall/Chorley Hall	Foxe St/Market St	1974	£5,287,205			£5,287,205	£3,440,562	£3,369,900	01/04/2019	Grade II Listed (Town Hall)
1b	Market Hall (Chorley)	Market Street	1974	£2,357,399			£2,357,399	£2,407,117	£2,025,000	01/04/2019	
1c	Lower Market Hall (shop/offices)	Market Street	1974	£212,799			£212,799	£550,176	£538,813	01/04/2019	
2	Grange Shelter	St James Street	1907	£9,115			£9,115	£35,841	£35,100	01/04/2019	
3	Mayors Shelter	St James Street	2002	£22,440			£22,440	£28,067	£29,200	01/04/2019	
4	Park Kiosks Office	St James Street	2002	£30,856			£30,856	£53,761	£35,259	01/04/2019	
5	Tin Workshop	St James Street	2002	£30,856			£30,856	£41,813	£40,950	01/04/2019	
6	Manseum (Abbees) Bridge	St James Street	2002	£7,662		£0	£7,662	£8,734	£8,500	01/04/2019	Transferred to Simmons Park Charity
7	Prad Pump	St James Street	2002	£22,880		£22,880	£0	£8,706	£8,500	01/04/2019	
8	Bus Shelter x 3	St James Street	2009	£63,275			£63,275	£15,053	£15,025	01/04/2019	
9	Class Wood	Off Wealdridge Street	2011	£0,703			£0,703	£153,623	£150,450	01/01/2019	Near Parklands Leisure Centre
10	Cheshampton Cemetery	Off South Church Street	2005/2006	£4,000			£4,000	£4,000	£4,000		
11	St James Park/IMAX Track	Off North Street		£1			£1	£63,626	£61,900	01/04/2019	Transferred from WDBC
12	Falface Tolls	St James Street	01/04/2019	£1			£1			01/04/2019	Transferred from WDBC
13	Falface Gardens	St James Street	01/04/2019	£1			£1			01/04/2019	Transferred from WDBC
14	Land at Westbridge	West Street	01/04/2019	£1			£1			01/04/2019	Transferred from WDBC
15	Land Bledd Lul			£1			£1				
16	Naturalistic Bridges x 2	N East of The Coach House, EX20 1EH	25/03/2002	£150		£0	£150	£1,123,220			Title No. DN460293 (Bridge owned by others)
17	Land adjacent to Pig Bridge	School Way		£1			£1				
18	Leased to Watrose (DN454454)	11 St James Street	2003	£8,850	£0	£0	£8,850				
19	Jim the Walker Statue	St James Street	30/07/2023	£11,324	£11,324		£11,324				Adjacent to Chalk Tretor
20	Bend Stand	St James Street		£0			£0				
				£8,064,199	£11,324	£22,880	£8,062,643	£8,603,900	£5,399,956		
Investments											
18	Tansar Energy Community (5000 shares @ £1/share)		27/10/2021	£5,000.00	£0.00		£5,000.00		£5,000.00		Invested amount
Contents Vehicles and Equipment											
19	Furniture, Tools and Equipment	Town Hall and Charter Hall		£87,037.00	£7,595.00		£95,032.00	96,622			Purchase of Sale
20	Furniture and Equipment	Parks Office		£225.00	£0.00		£225.00	5,075			
21	Garden machinery and equipment	St James Park		£520.00	£0.00		£520.00	13,164			
22	Play Equipment	St James Park & Parklands		£245,473.62	£5,410.00	£3,410.00	£250,473.62	260,446	£236,042.00		Cyclops tyre swing replacement Type 6 Kiosk
23	Telephone Kiosk	St James Park		£1.00			£1.00				
24	Vehicles and Attachments	St James Park	13/10/2011	£40,115.00	£0.00	£0.00	£40,115.00	2,072,388.500			Benchies/Picnic Bench
26	CCTV System	St James Park and Town		£30,626.94	£5,882.00		£26,744.94	60.000	£0.00		
27	Street Furniture	St James Park and Town	Sep-21	£5,085.20	£575.00	£575.00	£4,510.20				
29	Christmas Lights	Various	Sep-21	£23,716.52	£0.00	£0.00	£23,716.52				
31	Noticeboards	Various	10/03/2021	£503.00	£0.00	£0.00	£503.00	£553.00			
				£434,055.26	£22,872.00	£3,985.00	£455,442.26	2,072,824,067	£236,042.00		
Community Assets											
32	Civic Regalia, Antifaces & Silverware	Town Hall	1974	£319,442			£319,442	£528,875	£377,130	Sep-23	Mayors Chair replacement value
33	Paintings	Town Hall	Oct-21	£69,252	£0	£0	£69,252	£73,114	£46,150	Sep-23	
				£388,694	£0	£0	£388,694	£601,989	£423,280		
				£8,802,445.26	£34,136.00	£25,865.00	£8,899,779.26	2,081,429,926	£7,063,878.00		
Leased Property											
34	Market Street Tolls	Market Street	01/12/2019					£148,016.00	£145,145.00	Sep-19	Leased from WDBC until Dec 2021