

**Minutes of a Meeting of the Okehampton Town Council held on  
Monday 3 November 2014 in the Council Chamber, Town Hall, Okehampton  
at 7.00 pm**

**Members Present:** Councillor P Vachon (Town Mayor)  
Councillor Mrs J Goffey  
Councillor T Cummings  
Councillor Revd M Davies  
Councillor Dr M Ireland  
Councillor A Leech  
Councillor Mrs M McDonald  
Councillor Mrs C Marsh  
Councillor D Weekes  
Councillor Mrs J Yelland

**In Attendance:** Mr P R Snell (Town Clerk)

Before business, prayers were offered by Father Darline.

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| <p>305. <b><u>Apologies for Absence</u></b> - Apologies for absence were presented on behalf of Councillors Ball, Letchford and Stephens.</p>   |               |
| <p>306. <b><u>Deferment of Business</u></b> - (for comment by the public) - None.</p>   |               |
| <p>307. <b><u>Members' Questions</u></b> - Councillor Cummings asked if there were any provision for the storage of cycles in secure lockers (for the tourist market). It was suggested that this might form part of the eventual Integrated Transport Plan.</p>  |               |
| <p>308. <b><u>West Devon Borough Council</u></b> - Councillor Leech reported that the recent workshop for Our Plan had received a poor attendance. It was hoped that more Councillors would attend a future workshop to be arranged later in the year. Councillor Marsh reported that there was ongoing discussion on the provision of secure IT.</p>   |               |
| <p>309. <b><u>Devon County Council</u></b> - Due to his absence, Councillor Ball had provided a written report to the Clerk before the meeting which covered:</p> <ul style="list-style-type: none"><li>a) The Tough Choices series of meetings across the county,</li><li>b) Library service - selection of up to 10 community pilots to enhance community involvement. However Okehampton would not be putting in an application.</li><li>c) Local level consultation on youth provision from Okehampton hub continues.</li><li>d) The recent visit from the Secretary of State regarding Destination Okehampton and Rail Resilience had gone well.</li></ul> <p>In noting the report, it was understood that Devon County Council had decided to charge a licence fee for every town and parish putting up</p> |               |

- Christmas lights and asked that Councillor Ball investigate that report. There was also concern that Okehampton was not one of the libraries putting forward an application to be a pilot and further clarification on this matter was sought.
- 310. Adoption of Minutes of Committees and to Receive Questions from Members Thereon -**
- 310.1** Property Committees held on 11 August and 8 September 2014 - adoption proposed by Councillor McDonald, seconded by Councillor Leech and approved.
- 310.2** Planning Committees held on 4 August and 15 September 2014 - adoption proposed by Councillor Leech, seconded by Councillor Goffey and approved.
- 310.3** Parks Committee held on 21 July 2014 - adoption proposed by Councillor Marsh, seconded by Councillor Davies and approved.
- 310.4** Policy and Resources Committees held on 28 July and 1 September 2014 - adoption proposed by Councillor Marsh, seconded by Councillor Cummings and approved.
- 311. Full Council Meeting Minutes -** The minutes of the Town Council meeting held on 1 September 2014 were received, signed and approved on the proposition of Councillor Cummings, seconded by Councillor Ireland with all in favour.
- 312. Matters Arising -** None.
- 313. Civic Diary Report -** The Mayor presented a summary of his appointments and engagements over the preceding weeks.
- 314. Destination Okehampton -**
- 314.1 Branding for Okehampton Town -** The Mayor introduced the theme of a common branding for Okehampton town which had originally been developed for the Okehampton Vision Steering Group. He illustrated a process which would seek opinion and consensus. The overall aim was to introduce a common town theme which could be adapted for use by the town's various organisations. Members were grateful to the Mayor for this introduction and welcomed reports on feedback from other town organisations.
- 314.2 Strategy Report from the Vision Group -** The Mayor reported on the strategy report which had originated with Destination Okehampton Working Group as a series of workshops. It was noted that, as the report now contained new material, it would be appropriate to return it to the Destination Okehampton Working Group for ratification before going to

Action

Clerk

Mayor

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<p>public consultation. It was proposed that the Council support the strategy paper, subject to ratification by the Destination Okehampton Working Group, proposed by Councillor Marsh, seconded by Councillor Ireland and agreed.</p>	
<p><b>314.3 Rail Strategy</b> - Councillor Ireland reported that he had attended the meeting when the Secretary of State for Transport had travelled to Okehampton by rail for a site visit. He had presented an information pack with contributions from other town and parish councils and businesses in the region, demonstrating support extending well beyond Okehampton for the additional rail route. The survey of businesses had been useful with more work to be done. Councillor Davies proposed a formal acknowledgement and thanks to Councillor Ireland for his commitment and effort on this project, seconded by Councillor Marsh and agreed.</p>	
<p><b>315. <u>Community Energy Feasibility Study</u></b> -</p>	
<p><b>315.1</b> Members considered draft terms of reference for a Working Group to oversee the appointment of consultants to carry out a feasibility study of renewable energy potential in the community. Time was of the essence in this case due to the availability of a government grant. Work was also being done in tandem with Okehampton Hamlets Parish Council. It was agreed to amend the draft to specify membership of the Working Group and to clarify the reporting process to both Councils with consideration and approval of the resulting draft to be delegated to the Planning Committee, this on the proposition of Councillor Davies, seconded by Councillor Goffey and agreed.</p>	Clerk
<p><b>315.2</b> Members considered if a single tender contract was appropriate for this matter. After discussion, it was agreed to seek further advice through the Secretary, Community Council of Devon and in the meantime to seek advice on drafting a brief of the main points for consideration in appointing a consultant to carry out the feasibility study. This, on the proposition of Councillor Goffey, seconded by Councillor Davies and agreed.</p>	Clerk
<p><b>316. <u>Traffic Management Plan</u></b> - Councillor Leech reported that this aspect concerned the introduction of flashing traffic attention-getters with either a slow down message or speed limit flash. There was discussion concerning the advantages of mobile versus fixed equipment and the importance of data gathering. It was suggested that a joint approach might be made for TAP funding with Okehampton Hamlets Parish Council once the specification of the equipment had been determined.</p>	
<p><b>317. <u>Localism Agenda</u></b> - The Mayor and the Clerk reported on a meeting with Michael Lloyd (Devon County Council) and Sonia Burgess (West Devon Borough Council) on the localism agenda. After much discussion it was agreed to invite Michael Lloyd to present what information he had gathered since the introductory meeting in October 2013 to the Council in</p>	

	<b>Action</b>
order to inform the Council prior to engaging with a larger stakeholder group.	Clerk
<b>318. <u>Council Vacancy</u></b> - The Clerk reported that the deadline for applications had now closed. The Members agreed to convene a special Full Council meeting on 10 November at 6.30 pm to determine the co-option of the vacancy.	Clerk
<b>319. <u>The Local Government Boundary Commission</u></b> - The meeting noted the new electoral arrangements for West Devon Borough Council and for Town Council wards that being the final recommendation. The meeting noted the report.	
<b>320. <u>Revised Code of Conduct</u></b> - The amendments to the Council's Code of Conduct had been considered by the Policy and Resources Committee on 27 October and the revised Code was recommended for adoption on the proposition of Councillor McDonald, seconded by Councillor Yelland and agreed.	
<b>321. <u>Revised Meetings Schedule Jan - May 2015</u></b> - Deferred.	
<b>322. <u>Members' Reports</u></b> -	
<b>322.1 Dementia Awareness</b> - No meeting.	
<b>322.2 Northern Parishes Link Committee</b> - No meeting.	
<b>322.3 Okehampton Matters</b> - There was currently some doubt as to whether the meeting scheduled for the following week would still take place.	
<b>322.4 Okehampton Vision Steering Group</b> - No meeting.	
<b>322.5 West Devon/Okehampton Liaison Group</b> - Meeting scheduled for Monday 10 November.	

The meeting was closed at 8.42 pm.

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**Councillor P Vachon**  
**Town Mayor**