

**Minutes of a meeting of Okehampton Town Council held on  
Monday 22<sup>nd</sup> April 2024 at 7pm in the Council Chamber, Town Hall, Okehampton**

**Members Present:** Councillor A Fisher (Mayor)  
 Councillor R Colman (Chairman, Property Committee)  
 Councillor C Holt (Chairman, Parks Committee)  
 Councillor T Leech (Chairman, Planning Committee)  
 Councillor J Yelland (Chairman, Policy & Resources Committee)  
 Councillor L Bird  
 Councillor T Cummings  
 Councillor M Ireland  
 Councillor C Marsh  
 Councillor M Richards  
 Councillor L Rogers  
 Councillor B Tolley  
 Councillor S Weekes

**In Attendance:** Mrs C Ellis (Assistant Clerk)  
 Cllr G Dexter (WDBC)  
 Cllr M Calder (WDBC)

**Action**

- 718 **Apologies for Absence** – None
- 719 **Declarations of Interest** – Cllr Leech declared an interest in Min Reference 734 being on the Planning Committee at WDBC.
- 720 **Public Participation** – None
- 721 **Members Questions** – Cllr Cummings was concerned new residents in Crediton Road were not aware of events held in the town and well as the boundary review and paving issues. Cllr Leech (WDBC) explained he sent a monthly report to Okehampton Hamlets Parish Council, but the report was never read at the Council meetings. Cllr Weekes suggested renting one of the advertising boards in East Street to advertise events.
- 722 **West Devon Borough Council** – Reports had previously been circulated by Cllrs Dexter and Leech (WDBC). Cllr Calder apologised his report was not received. He reported the Localities Budget had increased for the year. WDBC were advertising for a Wildlife Warden Co-ordinator. Cllrs met with Sir Geoffery Cox MP, the railway was discussed and a 10-year plan to improve the roads.
- 723 **Devon County Council** – None
- 724 **Questions Arising from Members Reports** – At the meeting with Sir Geoffery Cox MP, Okehampton Railway was discussed. Cllr Calder confirmed it was a general discussion mainly regarding Okehampton to Tavistock and the Bude railway. Preliminary work had been completed.
- 725 **Adoption of Minutes of Committees and to Receive Questions from Members Thereon**
- 725.1 On the proposition of Cllr Yelland, seconded Cllr Colman, it was **RESOLVED** to adopt the minutes of the **Policy & Resources Committee** meetings held on 11<sup>th</sup> March 2024.
- 725.2 On the proposition of Cllr Yelland, seconded Cllr Ireland, it was **RESOLVED** to adopt the minutes of the **Personnel Sub-Committee** meeting held on 15<sup>th</sup> January 2024.

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| 726   | <b><u>Full Council Meeting Minutes</u></b> – The minutes of the Town Council meeting held on 25 <sup>th</sup> March 2024 were <b>approved</b> on the proposition of Cllr Fisher, seconded by Cllr Weekes, to be signed by Cllr Fisher.  |       |
| 727   | <b><u>Charter Hall Roofing Project</u></b> – Further discussion was <b>agreed</b> to be deferred to Part 2 later in the meeting due to contractual information.   |       |
| 728   | <b><u>Speedwatch</u></b> – The Council noted correspondence from Okehampton Hamlets Parish Council.   |       |
| 729   | <b><u>Fairtrade Group</u></b> - On the proposition of Cllr Rogers, seconded Cllr Yelland the Council <b>RESOLVED</b> to approve the use of the Town Crest on bookmarks being designed for the group.  | Clerk |
| 730   | <b><u>Finance</u></b> - On the proposition of Cllr Rogers, seconded Cllr Tolley, it was <b>RESOLVED</b> to approve the schedule of payments.  |       |
| 731   | <b><u>Polices and Documents</u></b>   |       |
| 731.1 | On the proposition of Cllr Yelland, seconded Cllr Colman, it was <b>RESOLVED</b> to adopt the following documents, as recommended by the Policy and Resources Committee: <ul style="list-style-type: none"> <li>• Document Retention Policy</li> <li>• Safeguarding Policy</li> <li>• Town Centre Grant Initiative Policy</li> <li>• Whistleblowing Policy</li> <li>• Work Experience Policy</li> </ul>   | Clerk |
| 731.2 | <b><u>Okehampton Town Youth Council (OTYC)</u></b> - On the proposition of Cllr Yelland, seconded Cllr Bird it was <b>RESOLVED</b> to adopt the following documents, as recommended by the Policy and Resources Committee. <ul style="list-style-type: none"> <li>• Constitution</li> <li>• Code of Conduct</li> <li>• Data Protection Policy</li> <li>• Equal Opportunities Policy</li> <li>• Health &amp; Safety Policy</li> <li>• Safeguarding Policy</li> </ul> | Clerk |
| 732   | <b><u>Emergency Plan Working Group</u></b> – On the proposition of Cllr Rogers, seconded, Cllr Richards, the Council <b>RESOLVED</b> to adopt the Community Emergency Plan as recommended by the group.   | Clerk |
| 733   | <b><u>Insurance</u></b>   |       |
| 733.1 | <b><u>Declarations</u></b> – Councillors noted they were required to disclose to the Clerk if any of the statements in the previously circulated meeting report related to them by no later than 30 <sup>th</sup> April 2024, other than those that had been reported.  | Cllrs |
| 733.2 | <b><u>Property Risk Inspection</u></b> – Councillors noted previously circulated feedback following the inspection by the Insurer on 20 <sup>th</sup> March 2024.   |       |
| 734   | <b><u>Planning Application</u></b> –<br><b>1069/24/LCA</b> – Listed building consent for replacement of slate roof. 36 Station Road, Okehampton EX20 1EA<br>On the proposition of Cllr Yelland, seconded Cllr Colman, the Council <b>RESOLVED</b> to support the application.   | Clerk |
| 735   | <b><u>Mayors Civic Diary Report</u></b> – Cllr Fisher had attended various events including the following: Beavers, Methodist for Good Friday, Friendly Circle, Carnival  |       |

Bingo, Bowling Club Opening, Plymouth Civic Service, Riverside Court and Barnstaple Civic Dinner.

- 736 **Reports of Council working/Task & Finish Groups:**  
**Climate Change** – No meeting.
- 737 **Reports on Current Activities by Community Groups with Town Council Representation**  
**Neighbourhood Plan Group** – No meeting  
**Okehampton Community Hospital** – Cllr Richards reported there had been a successful meeting on 12<sup>th</sup> April 2024 with about 100 people attending. There would be a coffee morning at the Ockment Centre on 18<sup>th</sup> May 2024, to raise awareness.  
**Business Improvement District** – Cllr Tolley reported there had been a Teams meeting on 16<sup>th</sup> April. A business plan was being currently written, the next meeting was on 14<sup>th</sup> May 2024. Okehampton Hamlets Parish Council had withdrawn their involvement and funding.
- 738 **Members' Reports and Items for Agendas –**  
**Rural Market Town Group** – No meeting  
**20's Plenty for Devon** – Cllr Cummings circulated a report. He understood the idea for safety implications was good, but possibly not so good for the environment, with drivers constantly altering their speed. The speed limits were not being enforced on rural roads; it was commented the 30mph limit should be enforced on Crediton Road.  
**Active Travel Project** - No meeting
- 739 **PART 2 Confidential Matters** - On the proposition of Cllr Ireland, seconded Cllr Richards it was **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 were **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.
- 740 **Charter Hall Roofing Project** – Cllr Colman reported developments regarding the roofing project. On the proposition of Cllr Weekes, seconded Cllr Rogers the Council **RESOLVED** to proceed in accordance with option 1 in accordance with in-principle agreement of 17<sup>th</sup> April 2024, as detailed on the meeting notes prepared by Place Architects and associated email both dated 22<sup>nd</sup> April 2024

On the proposition of Cllr Ireland, seconded Cllr Weekes, it was **RESOLVED** to move out of Part 2 and ratify decisions made therein. The meeting was closed at 7.50pm.

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**Councillor Fisher, Mayor**