



Okehampton Town Council

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Devon
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Emma James
Town Clerk & RFO

20th October 2025

Dear Councillor

You are summoned to attend a meeting of Okehampton Town Council to be held on Monday 27th October 2025 at 7pm in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

E James

Emma James
Town Clerk

6.55pm - Welcome by the Mayor and prayers by the Mayor's Chaplain

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 to the meeting point in Red Lion Yard and await further instructions.

Councillors are reminded that to avoid the risk of being seen as predetermined or biased, they should consider all debate prior to deciding on how to vote on items of business.

Urgent items - items for information only can be brought to the attention of the Committee 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.

Please ensure mobile phones are turned off or to silent.

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.

Councillors are reminded to ensure their Register of Interests form is up to date.

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 consider Cllr Grainger's response to a request for meeting reports.
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 **Parks Committee** meeting held on 29th September 2025, 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 **Planning Committee** meetings held on 7th July, 4th and 18th August, 8th and 15th September 2025, and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
 - 8.3 To adopt the minutes of the **Property Committee** meeting held on 16th June 2025, 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 meetings held on 15th September and 13th October 2025.
10. **Wider Okehampton Cluster Group** – To consider feedback from Cllr Colman and the Clerk following the initial meeting held on 9th October 2025.
11. **Projects and Consultations**
 - 11.1 **English Devolution White Paper/Local Government Reorganisation** – To consider any updates or information received
 - 11.2 **Community Governance Boundary Review** – To confirm acceptance of Assets from Okehampton Hamlets Parish Council at a peppercorn payment of £1 per asset and consider any other additional information including in relation to dog waste bins
 - 11.3 **Neighbourhood Plan** - To note that WDBC have acknowledged receipt of the statement and documentation and further information is awaited. To consider information if received.
 - 11.4 **Lloyds Bank Closure** – To consider any updates and information received and note that a petition handed to the council objecting to the closure had been forwarded to LINK
 - 11.5 **Allotments** – To consider recommendations from the working group
12. **Town Transport Services** – To consider a verbal report from Cllr Fisher.
13. **St James Chapel** – To consider a request from Cllr Marsh that the Council provides a letter of support to accompany a Heritage Lottery Bid that is being made for repairs to the Chapel Tower.
14. **Finance and Governance** – To resolve payment of invoices in accordance with the schedule
15. **Freedom of Information Request** – To note a request for information about the Council's IT provision has been received and responded

16. **Civic Mayor's Diary Report** – To note events attended by the Mayor.

PART TWO – CONFIDENTIAL ITEMS

17. Items which may be taken in the absence of the press and public. 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 as they involve the likely disclosure of sensitive and confidential information.'
18. **Staffing Matters** – To note a report from the Clerk