



Okehampton Town Council

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Emma James  
Town Clerk & RFO

12<sup>th</sup> January 2026

Dear Councillor

You are summoned to attend a meeting of Okehampton Town Council to be held on Monday 19<sup>th</sup> January 2026 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. **Visiting Speaker** – To receive a presentation from representatives of Devon Communities Together about Community Emergency Plans followed by an opportunity for questions.
5. **Members' Questions** - To receive questions from Members regarding the workings of the Council
6. **West Devon Borough Council** - To receive reports from the WDBC Councillors, if present
7. **Devon County Council** – To receive a report from the DCC Councillor, if present
8. **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.
9. **Adoption of Minutes of Committees and to Receive Questions from Members Thereon**
  - 9.1 To adopt the minutes of the **Policy & Resources Committee** meeting held on 8<sup>th</sup> December 2025, and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
10. **Full Council Meeting Minutes** - To receive, sign and approve the minutes of the Town Council meeting held on 15<sup>th</sup> December 2025
11. **Community Emergency Plan** – To consider the earlier presentation and if to proceed including the possibility of commencing public engagement at the Annual Town Assembly in March.
12. **Projects and Consultations**
  - 12.1 **Local Government Reorganisation**
    - a) To consider any updates or further information received
    - b) To consider correspondence, if received from WDBC in response to a request for the potential acquisition of assets
  - 12.2 **Community Governance Boundary Change** – To consider any correspondence received and to agree the notice to be included with the Annual Council Tax Bills to be issued by WDBC (draft notice to follow)
  - 12.3 **Neighbourhood Plan** – To consider any feedback received from WDBC
  - 12.4 **Lloyds Bank Closure** – To consider any updates
  - 12.5 **Allotments** – To consider any update in relation to the lease arrangements and correspondence sent to Okehampton Hamlets Parish Council
  - 12.6 **Pulse Hubs** – To note that the project has been withdrawn due to planning implications.
13. **2026/27 Budget and Precept**
  - 13.1 To consider and resolve to approve the budget for the 2026/27 financial year.
  - 13.2 To consider and resolve to approve the precept requirement for the 2026/27 financial year
14. **Finance** - To resolve payment of invoices in accordance with the schedule
15. **Historic Plaque/Recognition Schemes** – To consider a request from a member of the public that a former local person, James Coombe, be recognised through the National Blue Plaque or other scheme
16. **Local Electric Vehicle Infrastructure (LEVI)** – To consider correspondence from DCC Highways in relation to a scheme for the provision of electric vehicle charging infrastructure

17. **Nomination of Trustee to Okehampton Foundation** – To resolve to nominate a Trustee to Okehampton Foundation to fill the casual vacancy following a resignation.
18. **Civic**
- 18.1 **Mayor's Diary Report** – To note events attended by the Mayor.
- 18.2 **Pendant Repair** – To note that the pendant has been returned to Fattorini for further repair after an incident on Edwardian Evening
- 18.3 **Annual Town Assembly** – To consider arrangements for the Assembly on Monday 16<sup>th</sup> March 2026, noting that the following presentations have been arranged:
- a) a member of the public who has digitised documents relating to the history of Okehampton
  - b) Devon Communities Together about Community Emergency Plans – subject to agreement of the Council to progress with a plan, see agenda item 11.

## **PART TWO – CONFIDENTIAL ITEMS**

19. **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.'**
20. **Public Toilet Cleaning Contract** – To consider and award the contract for the cleaning of the public toilets at Fairplace and in Market Street for 2026/27.