

Minutes of a Special Meeting of Okehampton Town Council held on Tuesday 7 April 2015
in the Council Chamber, Town Hall, Okehampton at 7.00 pm

Members Present: Councillor P Vachon (Town Mayor)
 Councillor Mrs J Goffey (Deputy Mayor)
 Councillor T Cummings
 Councillor Dr M Ireland
 Councillor T Leech
 Councillor Mrs M McDonald
 Councillor B Stephens
 Councillor Mrs J Yelland

In Attendance: P R Snell (Town Clerk)

Members of Okehampton Hamlets Parish Council were present.

		Action
606	<u>Notification</u> – The Clerk conveyed the recent information that Mr David Carter (Chair of OCRA) had passed away the previous day after a stroke in March.	
607	<u>Apologies for Absence</u> - Apologies for absence were presented on behalf of Councillors Ball, Davies and Marsh.	
608	<u>Neighbourhood Plan</u> – The Clerk explained that, whilst the purpose of the meeting was to work collaboratively with Okehampton Hamlets Parish Council on the designation for a Neighbourhood Plan area, there was no constitutional basis for formal joint decision-making for the Town Council with Okehampton Hamlets Parish Council. Therefore, matters agreed at this meeting would also be reflected in the Hamlets’ Parish Council meeting, which was scheduled to follow immediately after.	
608.1	<u>Designation of Area</u> – After discussion, it was resolved to nominate the entirety of both Parishes (Okehampton Town and Okehampton Hamlets) as the designated area for a Neighbourhood Plan on the proposition of Councillor Leech, seconded by Councillor Goffey.	Clerk
608.2	<u>Next Steps</u> – <ul style="list-style-type: none"> Noting the forthcoming election, it was agreed that, as a community group, representatives would be nominated in the usual way by both councils at their May meeting. However, in the interim, it was beneficial for council representatives to initiate the formal application and it was agreed to nominate representatives to a Neighbourhood Plan Working Group as follows: Councillors Cummings, Goffey, Leech and Yelland. The Mayor volunteered to 	

stand-in for meetings that Councillor Cummings was unable to attend due to work commitments.

- It was noted that the first task for the Working Group would be to draw up terms of reference and a date was agreed for the first meeting.
- The Clerk advised that the Working Group should seek to recruit dedicated administrative support due to the volume of additional work that this project would entail. It was anticipated that both Clerks would give advice and support where possible and budget provision had been made by each Council to support the project.
- A further agenda item for the Working Group would be public engagement. The importance of the project being community-led rather than council sub-committee was emphasised and agreed.

The Meeting was closed at 7.20 pm.

Councillor P Vachon
Mayor