



Okehampton Town Council

Town Hall
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Devon
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Paul R Snell
Town Clerk

27 April 2017

Dear Councillor

You are hereby summoned to attend a meeting of the Okehampton Town Council to be held on Monday 8 May 2017 at 7.00 in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

P R Snell
Town Clerk

Prayers - Canon Tim Newcombe

Declarations of Interest - Members are reminded that they should declare any relevant interest in the items to be considered.

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

Business to be Transacted

1. **Apologies for Absence**
2. **Deferment of Business** - For questions from the public to bring matters of concern to the attention of the Town Council.
3. **Members' Questions** - To receive questions from Members regarding the workings of the Council.

- 3.1 Cllr Cushing: Question concerning actions taken and to be taken in response to and to address forthcoming staff vacancy.
4. **West Devon Borough Council** - To receive the report of the West Devon Borough Councillors, if present.
5. **Devon County Council** - To receive the report of the Devon County Councillor, if present.
6. **Adoption of Minutes of Committees and to Receive Questions from Members Thereon** -
 - 6.1 To adopt the minutes of the Parks Committee meeting held on 23 January 2017 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
 - 6.2 To adopt the minutes of the Planning Committee meetings held on 30 January, 13 February, 6 and 13 March 2017 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
 - 6.3 To adopt the minutes of the Policy and Resources Committee meetings held on 13 February and 20 March 2017 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
 - 6.4 To adopt the minutes of the Property Committee meetings held on 28 November 2016 and 6 February 2017 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
7. **Full Council Meeting Minutes** - To receive, sign and approve the minutes of the Town Council meeting held on 27 February 2017.
8. **Matters Arising** –
 - 8.1 Expression of interest - cycle stands (Clerk)
 - 8.2 Civic Service location
 - 8.3 Joint Local Plan response - (Clerk)
 - 8.4 Annual Town Assembly - report (Cllr Goffey)
9. **Civic Diary Report** - The Mayor to report.
10. **Review of Policies** - To note the recommendation of the Policy and Resources Committee for endorsement of the following policies (as previously circulated):
 - Standing Orders
 - Leave Policy
 - Absence Management Policy
11. **Reports of Council Working Groups** - To consider and note reports from:
 - 11.1 Destination Okehampton (Cllr Ireland).
12. **Reports on Current Activities by Community Groups with Town Council Representation** -

- 12.1 Neighbourhood Planning Forum including engagement of planning consultant (Cllrs Goffey, Leech, Vachon and Yelland)
- 12.2 OkeRail Forum (Cllr Ireland)
13. **Questions Arising from Member reports** - To summarise any questions arising from WDBC and DCC reports for forwarding to relevant Members.
14. **Museum of Dartmoor Life CIO** - Due to restructuring of organisation, request for a council-nominated trustee to serve for a term of three years and superseding the current arrangement for a nominated representative.
15. **Section 106 Communities Facilities Fund** - To consider support for a request to WDBC from Okehampton Rugby Club for the remaining £16,000 in this fund to support a phased 3-stage refurbishment for facilities improvement.
16. **Members' Reports and Items for Agendas** - To receive reports from Members attending other organisations on behalf of the Council.
- (i) Dartmoor National Park Forum - Cllrs Cummings/Goffey.
 - (ii) Northern Parishes Link Committee - Cllrs Cummings and Ireland.
 - (iii) Okehampton Matters - Cllrs Goffey and Ireland.
 - (iv) Okehampton Older People's Network - Cllr Yelland.
 - (v) Okehampton Remembers - Cllr Marsh.

PART TWO

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.'

17. **Personnel Committee** - Recruitment procedures to address staff vacancy in June.