



*Okehampton Town Council*

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Emma James  
Town Clerk

18<sup>th</sup> October 2017

Dear Councillor

You are summoned to attend a meeting of Okehampton Town Council to be held on Monday 30<sup>th</sup> October 2017 at 7pm in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

Emma James  
Town Clerk

Prayers

**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** - To receive apologies for absence
2. **Deferment of Business** – For questions from the public to bring matters of concern to the attention of the Town Council.

**Welcome Andrew White and offer Civic Congratulations on his success at the Invictus Games**

3. **Members' Questions** - To receive questions from Members regarding the workings of the Council.
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** -
  - a) To adopt the minutes of the Planning Committee meeting held on 4<sup>th</sup> September 2017 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
  - b) To adopt the minutes of the Policy and Resources Committee meetings held on 7<sup>th</sup> August and 18<sup>th</sup> September 2017 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
  - c) To adopt the minutes of the Property Committee meeting held on 4<sup>th</sup> September 2017 and the Chairman to receive questions from Members regarding the workings and decisions made at this Committee meeting.
  - d) To adopt the minutes of the Parks Committee meeting held on 24<sup>th</sup> July 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 meetings held on 11<sup>th</sup> September and 16<sup>th</sup> October 2017.
8. **One Council Consultation** – Feedback from the consultation and update
9. **Hospital** – Update from recent meetings (Cllr Goffey)
10. **Asset of Community Value** – Consideration of nominating Okehampton Hospital building as an Asset of Community Value
11. **Town Council Buildings and Structures** – Consideration of the move of responsibility for all buildings and structures to the Property Committee (Cllr Leech to report)
12. **Policies/Documents** – Consideration of approval of policies/documents as recommended by the Policy and Resources Committee:
  - Bullying and Harassment Policy
  - Freedom of Information, Publication Scheme
13. **Annual Return** – To note the external auditors report and certificate.
14. **Town Badges** – Suggestions for use
15. **Invitations**: Invitation reminder to training events and meetings:
  - a) Remembrance Sunday – 12<sup>th</sup> November
  - b) Okehampton Autumn Networking Event , 15<sup>th</sup> November 12noon – 2pm
  - c) Edwardian Evening – 7<sup>th</sup> December
16. **Civic Diary Report** - The Mayor to report
17. **Civic Diary for 2018/19** – Setting of dates for Civic events

18. **Town Hall Office Opening Hours** –  
a) Consideration of extending the office opening hours to 9.30am – 4pm Monday to Thursday instead of 10am to 3pm Monday to Thursday  
b) To note the closure of the office on 27<sup>th</sup> and 28<sup>th</sup> December 2017
19. **Reports of Council Working Groups** – To consider and note reports from:  
a) Destination Okehampton (Cllr Ireland)
20. **Reports on Current Activities by Community Groups with Town Council Representation** -  
a) OkeRail Forum (Cllr Ireland)
21. **Questions Arising from Member reports** – To summarise any questions arising from WDBC and DCC reports for forwarding to relevant Members.
22. **Members' Reports and Items for Agendas** - To receive reports from Members attending other organisations on behalf of the Council:  
a) Dartmoor National Park Forum - Cllrs Cummings/Goffey  
b) Northern Parishes Link Committee - Cllrs Cummings and Ireland  
c) Okehampton Health & Wellbeing Alliance – Cllr Cushing

## **PART TWO**

Items which may be taken in the absence of the press and public.

The Council 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.'

23. **Town Centre Access Road** - Update and consideration of any further action
24. **Community Governance Review** – Update and consideration of progress since the last meeting and any further action required