



## Okehampton Hamlets Parish Council

**Minutes of a Meeting held at 7.30 pm on Tuesday 5<sup>th</sup> February 2019 at Okehampton Town Hall, Okehampton.**

**Councillors Present -**

R Maile  
M Cooper  
A Ewen  
M Littlejohns – Meeting chairman  
D Webber

Mrs J Gillard, Parish Clerk

Before the commencement of the meeting, the Vice-chairman, Cllr Littlejohns presented Kathryn Vile, Chair of Trustees of Tor Support Services with a cheque for £300.00 a grant awarded by the Council to the organisation.

- 1. Members of the Public** – there were no members of the public present.
- 2. Declarations of Interest** – no declarations of interest were made.
- 3. Apologies** – apologies were received and accepted from Cllr Wood, Cllr P Heard & Cllr J Heard. Apologies were also received from Cllrs A Leech, Cllr J Yelland & Cllr M Davies (WDBC)
- 4. Approval of Minutes of meeting held on 8th January 2019** these were agreed as a true record and signed by the Cllr Littlejohns. Proposed by Cllr Cooperr and seconded by Cllr Webber.
- 5. DCC and WDBC** – there were no Councillors present.
- 6. Neighbourhood Planning** - to receive an update on joint Okehampton Councils Plan, no meeting held since last report.
- 7. Reports from Councillors including meetings attended** –
  - 7.1 Okehampton Marketing Proposal – attended by Cllrs Webber, Ewen and Maile. Good attendance and ideas presented although concern over idea of Okehampton Pound. Traffic felt to be a contributing factor to the trading issues in the town.
  - 7.2 Okehampton & District Chamber of Trade AGM 7<sup>th</sup> Feb, to agree rep to attend meeting in absence of Cllr Maile. Cllrs Webber and Cooper to attend.
- 8. Planning** – to consider and agree response to applications listed below together with any others received up to date of this meeting.
  - 8.1 WDBC 2646/18/ARM Adpad and Hannard Developments, revised plans and description, reserved matters application seeking approval of appearance, landscaping, scale and layout for 111 dwellings (pursuant to outline permission 4059/16/VAR, land north of Crediton Road, Okehampton
  - 8.2 WDBC 2647/18/ARM Adpad and Hannard Developments, revised plans and description, reserved matters application seeking approval of appearance, landscaping, scale and layout for 17 dwellings (pursuant to outline permission 4059/16/VAR, land north of Crediton Road, Okehampton
  - 8.3 WDBC 2648/18/ARM Adpad and Hannard Developments, revised plans and description, reserved matters application seeking approval of appearance, landscaping, scale and layout for 6 dwellings (pursuant to outline permission 4059/16/VAR, land north of Crediton Road, OkehamptonThe above 3 applications were considered as a whole.

It was resolved to object to the applications as the issues raised on the initial consultation appear not to have been addressed and that a response restating those issues should be submitted again together with questioning the need for 3 separate applications, proposed by Cllr Ewen and seconded by Cllr Cooper.

8.4 Dept for Transport – redirection of footpath at Okehampton Camp, to consider draft order. Resolved to support the order, proposed by Cllr Maile, seconded by Cllr Ewen.

8.5 WDBC 022/19/ARM Approval of matters reserved by condition 2 of outline approval 00868/2014, site Ed2, Higher Stockley Mead, Okehampton. Resolved to support the application, proposed by Cllr Ewen, seconded by Cllr Webber.

## **9. Open Spaces.**

- 9.1 Bridge across railway line, Exeter Road, to receive update and agree way forward with graffiti and mural and DCC Locality Grant. The Clerk advised the Grant application for £500 from Cllr K Ball's DCC Locality budget has been successful. The Police have been advised and will now progress the project.
- 9.2 Footpath at Fatherford – to receive update on repairs. Cllr Littlejohns reported the resurfacing works have now been completed.
- 9.3 To consider draft Open Space Policy as previously circulated. Agreed to carry forward to next meeting.
- 9.4 To consider and agree arrangements for siting new noticeboard at Meldon Fields and replacement in Brightley. Clerk to request quotations for undertaking the erections together with repairs in item 9.5 below.
- 9.5 To consider and agree necessary repairs to steps to Southcott noticeboard, see item 9.4 above.

## **10. Correspondence** – to consider responses to items listed below together with any others received up to date of this meeting.

- 10.1 Defibrilators – to consider further information received and agree next steps. Cllr Littlejohns reported he had met with Meldon Hall and S W Ambulance representative, the Hall have agreed to pay installation costs, ongoing electricity costs and be responsible for the regular checking. Training sessions to take place in the Hall. Confirmed Council are in agreement to proceed with contract as previously discussed.
- 10.2 Forthglade Ltd – date of site visit agreed as 14<sup>th</sup> February, 10.30 am.
- 10.3 St James Primary School – to consider request for commemorative benches at new school site and to agree budget for items. Agreed in principle to support construction of 2 benches by Okehampton Men in sheds with wood sourced from DNP, Cllr Ewen to ascertain further information.
- 10.4 To consider request from S W Endurance to hold Endurance Ride, 10<sup>th</sup> March from Aplite Quarry Car park. Resolved to agree to request.
- 10.5 WD Mayoral Awards – to consider nominations, details of scheme previously circulated. Agreed to nominate a coach from the Rugby Club, Cllr Ewen to complete nomination form.
- 10.6 To consider request from Hatherleigh Market CIC for letter of support, as previously circulated. Resolved to forward letter of support, proposed by Cllr Ewen, seconded by Cllr Webber. Resolved to send letter of support, proposed by Cllr Ewen and seconded by Cllr Webber.
- 10.7 Ashbury Hotel – to consider offer to assist with snow clearance from roads and agree way forward. Agreed to arrange meeting with DCC Highways local office and Ashbury Hotel to review equipment to be used, Cllr Littlejohns to progress this.

## **11. Council Policies**

- 11.1 To consider and agree priority of existing policies for review. Agreed Standing Orders and Financial Regulations to be the next to be reviewed.

## **12. General Data Protection Regulations** – to receive an update on tasks required to meet requirements. No councillors have yet completed the steps to set up individual email addresses, this to be completed by end of February.

### 13. Accounts

Current Account at	28/01/19	£	3320.00
Deposit Account at	28/01/19	£	<u>48811.70</u>
Total		£	52131.70
<b>Less 'Restricted' Funds</b>			
Links Administration			- 131.76
<b>Total 'Unrestricted' Funds</b>			<b><u>£ 52263.46</u></b>
<b>Less Unpresented chqs</b>			
Devon Young Carers	000025		500.00
Tor Support Services	000026		300.00
Mole Avon	000027		112.48
			<b><u>912.48</u></b>
<b>Total Available Funds</b>			<b><u>£ 51350.98</u></b>

#### Funds received –

#### Accounts for payment –

J Gillard (wages £291.56) ,	£ 291.56
Parish On Line	£ 36.00
Okehampton Town Council	£ 20.00

**13.1** To receive update on transfer of accounts to Lloyds. Transfer from Nat West now completed.

14. To consider initial arrangements for 2019 Annual Assembly. The Clerk advised Devon Young Carers already booked to attend to give presentation. Additional speakers suggested – S W Ambulance re defibrillators and representative from new Primary School.

### 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.’ Proposed by Cllr Ewen and seconded by Cllr Cooper

**15. Old Town Park – to receive update on transfer from WDBC.** The Clerk advised survey of trees is being undertaken prior to transfer of ownership. Cllr Littlejohns to review fencing around culvert to ascertain if it is a Health and Safety requirement.

**16. To note current WDBC Enforcement cases list and information.** Noted, no new issues.

**17. Date and venue of next meeting** to be confirmed as Tuesday 5<sup>th</sup> March 2019 at Meldon Village Hall

The meeting was declared closed at 9.05 pm

Signed ..... Date .....