

## **Okehampton Hamlets Parish Council**

### **Minutes of a meeting held at 7.30pm on Tuesday 3<sup>rd</sup> February 2015 at Okehampton Town Hall**

#### **Councillors Present -**

D Webber, Chairman.

R Maile

M Cooper

A Ewen

J Heard

D Luxton

Absent – M Littlejohns

Also Present – Mrs J Gillard, Parish Clerk

1. **Members of the Public** – there were no members of the public present.
2. **Declarations of Interest** – there were no Declarations of Interest made.
3. **Apologies** – were received and accepted on behalf of Cllr P Heard.
4. **Minutes of the previous meeting held on 6<sup>th</sup> January 2015** were agreed as a true record and signed by the Chairman. Proposed by Cllr Ewen and seconded by Cllr Cooper.

#### **5. Matters arising from the minutes**

5.1 Brightley Flood Plan – the document has now been printed and distributed by Cllr Ewen. Cllr Ewen reported positive feedback was received from residents on receipt of it.

5.2 Fatherford railway bridge footbridge – work ongoing.

#### **6. Neighbourhood Planning**

6.1 The Clerk reported that a draft joint Working Protocol has been written with the Town Clerk. Draft circulated and Councillors to forward any comments or amendments to the Clerk for a final document to be produced for the next meeting. The Clerk also advised that the Neighbourhood Plan Area has to be designated by Dec 2015 and a substantial amount of the Plan complete by Dec 2017 in order for it to be ‘used by the relevant authorities’ within the appropriate timescales.

**7. Okehampton Community Energy Working Group** – to receive update from Working Party. The Clerk advised a draft grant application has been forwarded to WRAP with the final version due to be submitted on the 5<sup>th</sup> Feb. Letters of support for the project were also being obtained from local property/business owners to accompany it. No further actions to be taken until outcome of grant application known.

## **8. Planning**

8.1 WDBC 00010/2015 Erection of charity kennels and cattery and formation of new vehicular access from public highway – Holly Berry, Thorndon Cross, Okehampton – consider letter of objection received from Sourton parish resident (previously copied to Councillors). No discussion on this item as the Clerk advised the application has now been withdrawn.

8.2 WDBC 00057/2015 Householder application for conversion of existing summerhouse to residential annexe, Longacre, Chichacott Road, Okehampton. Resolved to support application, proposed by Cllr Ewen and seconded by Cllr Luxton.

8.3 WDBC 00063/2015 Prior notification for change of use from agricultural building to C3 dwelling class Mb, barns at Lower Chichacott, Okehampton. Resolved to support application, proposed by Cllr Ewen and seconded by Cllr Luxton.

8.4 WDBC 01194/2014 7 Kellands Lane, Okehampton householder application for erection of fence – Cllr Webber reported he attended a site meeting with WDBC planners. This application was put forward to the WDBC Planning Committee, outcome now awaited.

8.5 DNP – invitation to Parish/Town Council workshop 11 March. Agreed that Cllr J Heard, Cllr Webber and the Clerk attend.

## **9. Meldon Woods & other property issues.**

7.1 Update re potential Grant funding – no update.

7.2 To receive an update and agree way forward re Bardon Aggregate Wayleave and meeting. The Clerk reported an email has been sent detailing the increased rent now due and requesting a meeting, no response has yet been received.

## **10. Reports from meetings attended by Parish Council Representatives**

10.1 Okehampton Matters attended by Cllr Maile. It was reported that there should be 4 PCSOs in the area but there are only currently , hoped to be back to 4 in April. Concern was raised that Emergency Vehicles are having difficulties accessing some areas due to cars being parked both sides of a road. There are plans for a Traffic Management Plan to be implemented for Okehampton.

## **11. Beating The Bounds – the committee have not yet held a meeting.**

## **12. Correspondence**

12.1 The Charities of Holditch and Others – request for election of Trustee due to retirement of Mr P Heard on 5/5/15. Resolved to reelect Cllr P Heard, proposed by Cllr Ewen and seconded by Cllr Cooper.

12.2 Annual West Devon Mayoral Awards – agreed the Clerk to contact the OUC Clerk to establish more information about the person who is a Tai boxing champion and the coach of the club and to consider them for nomination.

12.3 DALC – consider nomination for attending Royal Garden Party. Resolved to nominate Cllr Webber, proposed by Cllr Ewen and seconded by Cllr Maile.

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12.4 SLCC – consider Clerks attendance at Regional Conference cost £79 + vat. Resolved Clerk should attend, proposed by Cllr Maile and seconded by Cllr Cooper.

12.5 DCC Public Transport Consultation – responses to changes to specific routes discussed and agreed. Further consideration required at next meeting to more general questions before response can be submitted.

**For Information –**

Okehampton Chamber of Trade – letter of thanks Xmas lights grant  
Clerk & Councils Direct January 2015  
Healthwatch Voices Winter 2015

**13. Accounts**

Current Account at	15/01/15	£	4982.31
Deposit Account at	30/12/14	£	<u>16355.85</u>
Total		£	21338.16

**Less ‘Restricted’ Funds**

Links Administration	842.12
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<b>Total ‘Unrestricted’ Funds</b>	<b><u>£ 20496.04</u></b>
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**Funds received –** Bardon Aggregates £408.82

**13.1 Accounts for payment –**

Mrs J Gillard (wages £205.22 and mileage £26.55)	£231.77
J Gillard (memory sticks)	£ 61.50
J Gillard (lap top projector)	£241.77
Meldon Village Hall	£30
Meldon Village Hall (Links)	£20.00
Western Web Ltd	£80.40
Parish Magazine Printing	£ 35.10
Whiddon Down Parish Hall	£ 15.00

**14. To receive a report** from Cllr Ewen on sewage leak in Abbeyford Woods. Cllr Ewen reported there has been a leak of sewage into the river, this was reported to SWWA who attended the scene, SWWA advise no further work required however agreed that situation should be monitored closely as it was felt there was likely to be a reoccurrence.

**15. Date and venue of next meeting** to be confirmed as 7.30pm, Tuesday 3<sup>rd</sup> March 2015 at Meldon Village Hall.

The meeting was declared closed at 9.20 pm

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

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