



Okehampton Hamlets Parish Council

Minutes of Meeting held at 7.30pm on Tuesday 2nd December 2015 at Okehampton Town Hall

Councillors Present -

D Webber
R Maile
P Heard
J Heard
M Cooper
A Ewen
M Littlejohns
D Luxton

Also Present – Cllr M Davies (WDBC), Cllr J Yelland (WDBC)

Mrs J Gillard, Parish Clerk

1. Members of the Public – there were no members of the public present.

2. Declarations of Interest – Cllrs Webber, Cooper and Ewen declared a personal interest in item 12.1 as they are all Trustees of Okehampton United Charity.

3. Apologies - apologies were received from Cllr A Leech (WDBC) and Cllr B Stephens (WDBC)

4. Minutes of the previous meeting held on 3rd November 2015 were agreed as a true record and signed by the Chairman. Proposed by Cllr Cooper and seconded by Cllr Ewen

5. Matters arising from the minutes

- 5.1 Abbeyford Wood sewage leak – Cllr Ewen advised several residents have informed him they have reported issues although these had not been reported to the Clerk. Agreed situation continue to be monitored.
- 5.2 Fatherford bridleway bridge – to receive an update on work being undertaken by DCC and discussion with Patrick Carney, Jacobs Engineer. DCC advise they have not received any update from The Environment Agency, it was agreed that the proposed actions by Jacobs could not be undertaken until it was know if the EA were happy with the works.
- 5.3 Dry Lane/Maddaford – to receive update on issues raised. Outstanding – Clerk to try and arrange meeting with Highways via DCC Locality Officer as no councillor was able to attend the recent Highways Surgery where this was to have been raised.
- 5.4 Complaints Procedure – to consider and adopt if agreed, document previously circulated. Agreed Procedures met the requirements of the Council, it was proposed by Cllr Cooper and seconded by Cllr Heard that the Procedures be adopted, all in favour.
- 5.5 Digital Skills Workshop – consider possibility of holding event. To be carried forward as further information not yet obtained.

6. DCC and WDBC – to receive any reports/updates from Councillors present.

Cllr Davies thanked those who supported the recent Okehampton Litter Pick day.

Cllr Yelland advised that the Locality Officers now were equipped with iPads assisting with communication. She also advised WDBC had been asked to sign up to a voluntary scheme to accept 4 refugee families into the area, they would be from Europe and not given social housing, WDBC have agreed.

Community Noticeboard – Cllr Yelland stated she had been asked by a resident in the East of Okehampton developments if an additional noticeboard could be put in place. Councillors agreed to consider this when planning the coming years budget.

Cllr Leech advised by email that he had been unable to ascertain when Southcott Cross was expected to be returned to its location – Councillors felt that if the Cross was relocated to the opposite side of the road that it would be safer from future potential damage from vehicles – Clerk to investigate possibilities of this.

Councillors agreed they agreed in principle to a TAP application for the Tourist Information Centre being run by the Dartmoor Museum, details needed from full application before resolution to support. They also agreed to consider a Grant request from The Museum should they wish to submit one.

7. Neighbourhood Planning

Cllr Webber advised the project was progressing; questions were in the process of being designed for the questionnaire which is aimed to be produced early in the new year.

8. Okehampton Energy Working Group – to receive update from Working Party

Cllr Webber advised a meeting is due to take place later this week, an extension to the 31st January 2016 for completion of the feasibility study has been obtained from WRAP.

9. Planning – to consider and agree response to applications listed below together with any others received up to date of this meeting.

9.1 To review current position re total of S106 available funds and any potential uses of funds. Current funds available £38760 of which £15k must be committed by start of 2017 and the remainder by September 2020. The 106 was signed for the site with the proposed school this includes provision for £50K towards playing pitches.

9.2 Notification of Appeal ref APP/Q1153/D/15/3128799, 7 Kellands Lane, Okehampton, Householder application for retention of fence measuring 2.6 metres. Noted.

9.3 WDBC 01058/2015 Unit 13 Fatherford Farm, Stockley, change of use to dog day crèche from lawn mower sales. Resolved to support application, proposed by Cllr Cooper and seconded by Cllr Ewen.

9.4 WDBC 01195/2015 Moorview House, Narratons Road, Okehampton – application for change of use of a detached domestic recreational building into a holiday cottage. Resolved to support this application, proposed by Cllr P Heard and seconded by Cllr Ewen.

9.5 WDBC 01188/2015 Land adjacent to 25 Hillside Drive, Okehampton – non-material amendment to planning consent 01324/2014 first floor layout of all plots revised to include an extra bedroom. Resolved to support application proposed by Cllr Littlejohns and seconded by Cllr P Heard.

10. Meldon Woods & other property issues.

Cllr P Heard advised the fence adjacent to the dual carriageway has still not been repaired despite it being reported on several occasions. He also advised there was a further section of fence requiring repair which belonged to the Council. It was felt the Woods could also benefit from some coppicing. It was agreed to discuss this with Ian Brooker and also that Councillors met to walk the Woods before the next monthly meeting to enable a full report to be presented to the next meeting on the extent of work required.

- 11. Reports from meetings and events attended by Parish Council Representatives** including –
 Northern Links –attended by Cllr Cooper, the Police in attendance, no major change to crime figures, presentation on Community Energy initiatives by DARE, discussion on TAP fund, meeting notes to be circulated by Clerk.
 Highways Surgery – no attendees
 Liason meeting – attended by Cllr Cooper, meeting notes to be circulated when available.

12. Correspondence

- 12.1 Okehampton United Charity – consider request for reimbursement of costs of running allotments. Resolved to award £150 towards costs of allotments, proposed by Cllr P Heard and seconded by Cllr Maile
 12.2 Okehampton United Charity – invitation to 2015 Celebration Evening, 16th December, 7 – 9 pm, Charter Hall, Okehampton. Cllrs Webber, Cooper, Ewen, Littlejohns and Maile to attend.
 12.3 WDBC – notification of reduction in Council Tax Support Grant to Town and Parish Councils. Noted.
 12.4 Okehampton Chamber of Trade – to consider request for contribution towards cost of Okehampton Christmas Lights 2015. Resolved to contribute £300 proposed by Cllr Ewen and seconded by Cllr P Heard.
 12.5 SLCC to consider renewal of Clerks membership for coming year at cost of £77.00. Resolved to renew membership, proposed by Cllr J Heard and seconded by Cllr P Heard.
 12.6 DCC Okehampton East Business Park – to consider if any response required to update from them previously circulated. Agreed to respond stating Councillors would like consideration be given to existing Okehampton businesses who want to relocate.
 12.7 North Devon Biosphere Reserve – consider response to mail previously circulated re Himalyan Balsam. Noted the plant was present in the Parish and community groups not involved in its eradication.
 12.8 Okehampton Primary Care Centre – consider any response to mail previously circulated re closure of Okement Primary Care Centre. WDBC and DCC Councillors trying to arrange meeting to discuss further, agreed Hamlets Council to be involved and preferred meeting date 19th December.
 12.9 DCC Invitation to Tough Choices Roadshow, 9 Dec Tavistock Town Hall, 7-9pm. Noted.

For Information – The Clerk November 2015

13. Accounts

Current Account at	15/10/15	£ 6660.29
Deposit Account at	30/03/15	£ <u>26359.35</u>
Total		£ 33019.64
Less 'Restricted' Funds		
Links Administration		814.63
Community energy project		3980.00
Total 'Unrestricted' Funds		<u>£ 28225.01</u>

Funds received – none

13.1 Accounts for payment –

Mrs J Gillard (wages £461.75 and mileage £74.70, expenses £54.00)	£ 590.45
Sampford Courtenay Village Hall	£ 20.00
Meldon Village Hall	£ 60.00
Okehampton Town Council	£ 15.00
SLCC	£ 77.00
KC & J Heard	£ 180.00

Agreed accounts to be paid, proposed by Cllr Cooper and seconded by Cllr P Heard.

14. To receive report from Clerk on Transparency Code - training recently attended and to consider if application for funding to meet Codes requirements. The Clerk explained the Council was now compliant with this Code however a few minor changes needed to be made to the documents already published on the Councils website. Agreed the costs of the training event and running costs for the remainder of the financial year be claimed from the Government funds available for this. The Council is not able to claim for any other items as IT equipment and a website is already in place for this Council.

15. Initial discussion to consider draft budget for 2016/17 in readiness for setting coming years precept at January meeting. Initial draft figures explained, agreed to include costs of 2 new noticeboards and additional dog bins be included. Revised figures to be distributed prior to next meeting when further discussion and resolution on 2016/7 precept be made.

16. Date and venue of next meeting to be confirmed as 7.30pm, Tuesday 5th January 2016 at Meldon Village Hall.

The meeting was declared closed at 9.20 pm

Signed Date

Minutes 195/4