



Okehampton Hamlets Parish Council

Minutes of Annual General Meeting held at 7.30pm on Tuesday 3rd May 2016 at Meldon Village Hall.

Councillors Present -

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

Also Present – Cllr A Leach (WDBC), Cllr K Ball (DCC & WDBC)

Mrs J Gillard, Parish Clerk

1. Election of Officers:

Chairman – Cllr D Webber, proposed by Cllr Littlejohns and seconded by Cllr P Heard. All in favour.

Vice Chairman – Cllr M Littlejohns, proposed by Cllr Ewen and seconded by Cllr P Heard. All in favour.

Committee representatives -

West Devon/Okehampton Liaison Group – Cllrs Webber, Cooper & Ewen.
Proposed by Cllr M Littlejohns and seconded by Cllr P Heard.

Northern Parishes Link Committee – Cllrs Cooper, Ewen and Littlejohns.
Proposed by Cllr P Heard and seconded by Cllr Maile.

Chamber of Trade - Cllr Maile. Proposed by Cllr P Heard and seconded by Cllr Cooper.

Okehampton Vision – Cllr Webber with deputy as Cllr P Heard. Proposed by Cllr Ewen and seconded by Cooper.

Okehampton Matters – Cllrs Maile and J Heard. Proposed by Cllr Ewen and seconded P Heard.

Okehampton Neighbourhood Planning Group – Cllrs Webber, Cooper and J Heard. Proposed by Cllr P Heard and seconded by Cllr Ewen.

Meldon Hall – Cllr Webber. Proposed by Cllr Ewen and seconded by Cllr P Heard.

Battle of the Bands – Cllr A Ewen and deputy Cllr P Heard. Proposed by Cllr J Heard and seconded by Cllr Cooper.

2.Members of the Public – Mr T McGratton & Mrs M Marshall were present, they explained the issues they were experiencing in connection with properties being built adjacent to Mr McGratton's property at Hillside Drive. A hedge has been removed from his garden with no apparent permission and the height of the 3 properties being built appears to be higher than the original plans. Cllrs Leach and Davies are investigating the issues at WDBC, the Enforcement Officer and Planners are being involved. A meeting has been arranged on site on the 12th May with a Planning Officer, Cllrs Webber, Ewen and Littlejohns agreed to also attend this meeting on behalf of the residents.

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3. Declarations of Interest – Cllr Littlejohns declared a pecuniary interest in item 8.3 as he is the property owner.

4. Apologies were received and accepted on behalf of Cllr D Luxton. Apologies were also received from Cllr M Davies (WDBC)

5. Minutes of the previous meeting held on 5th April 2016 and Annual Parish Meeting held 19th April 2016 were agreed as a true record and signed by the Chairman. Proposed by Cllr Ewen and seconded by Cllr P Heard.

6. Matters arising from the minutes

6.1 Abbeyford Wood sewage leak – no new issues reported, monitoring to be ongoing.

6.2 Queen Elizabeth II 90th Birthday celebrations – it was reported the lighting of the Beacon was a successful event, the chairman thanked Cllrs Ewen, Littlejohns and P Heard for their work on this event. A grant request has been received from Okehampton Town Council for funds towards the Party in the Park event in June. It was proposed by Cllr P Heard and seconded by Cllr Ewen to award the sum of £300, all in favour.

7. Neighbourhood Planning

7.1 to receive an update on joint Okehampton Councils Plan. Cllr Webber advised the return date for the completed questionnaires has been extended into this week. The Group manned at stand at the May Day event in The Park, currently 77 residents and 125 business responses have been received. The Chairman thanked the Group for their work.

7.2 to review and approve payments up to 31st March 2016 and payment of part share of costs to Okehampton Town Council. Following review of the summary of payments made, it was resolved to approve the payments of £491.99 (questionnaire printing) and £300 (survey monkey) and also to approve payment of £165.25 to Okehampton Town Council as 1/10th share of the total of all costs to 31/3/16 as per agreed Joint Councils Financial Protocol. Proposed by Cllr P Heard and seconded by Cllr Ewen. All in favour.

8. Planning

8.1 WDBC to receive an update on presence of Duty Planner in Okehampton. West Devon have advised that a duty planner will be in Okehampton on a twice monthly basis commencing in May. All to encourage use of this service.

8.2 WDBC – to consider if response is required to premises licence application for Dilans Kebab House, Okehampton. Agreed to submit a response opposing the application .

8.3 DNP- 0160/16 - to reconsider application for conversion of 3 redundant barns to 2 residential units and 1 holiday unit at Estrayer Park, Tavistock Road, Okehampton in light of new information received from DNP. Cllr Littlejohns left the meeting room while this item was in discussion. Following submission of the Council's original response supporting this application, DNP have been in contact with The Clerk and Chairman pointing out the application contravened DNP Policy and asked if the Council wished to revisit their submission. Councillors agreed the development would not be visible to the highway, concerns over the lack of public transport for anyone having to travel the farm for work and the very close proximity of the site to the boundary of the National Park and therefore they still wished to support the application.

8.4 WDBC 1008/16 – variation of condition 2 of consent 01324/2014 to allow for a minor material amendment. Agreed to request extension to response date to enable this to be considered at next meeting.

9. Meldon Woods & other property issues.

9.1 Consider request from DNP for use of Woods for Ranger Ralph day on 18th September 2016 and agreement to minor works as described in email previously circulated. Councillors were in agreement for the proposed events to be held in the area as requested and they had no issues with the minor works proposed to the bridleway.

10. Reports from meetings attended by Parish Council Representatives including –

West Devon/Okehampton Liason Group – Cllr Ball advised Phil Norrey, DCC had attended a recent meeting, there is ongoing discussion to possibly joining the content of this group with Okehampton Vision. The next meeting will hopefully identify a way forward.

Rail Forum – Cllr Webber this is now being chaired by Mike Davies, target date is the end of 2017 for the reintroduction of a service to Exeter. Meeting very positive.

11. Correspondence

11.1 DCC Working Together in Okehampton – to consider email previously circulated and agree attendees at event on 25th May, Charter Hall. Agreed Cllr Webber, Maile and possibly 2 others to attend plus The Clerk.

For Information –

Healthwatch Voice Spring 2016
Came & Co – Council matters Spring 2016

12. To review and agree any amendments as necessary to the Council's adopted Standing Orders, Financial Regulations and Risk Policy. Following councillors reviewing the documents it was agreed there were no changes currently required. Proposed by Cllr Webber and seconded by Cllr Cooper. All in agreement.

13. Finance

Current Account at	15/04/16	£	4204.11
Deposit Account at	30/03/15	£	<u>26367.18</u>
Total		£	30571.29

Less 'Restricted' Funds

Links Administration	£	322.43
Community Energy Project	£	3980.00

Total 'Unrestricted' Funds **£ 26268.86**

Funds received – Aggregate Industries	8/4/16	£	491.75
WDBC	21/4/16	£	7789.00

14.1 Accounts for payment –

Mrs J Gillard (wages £210.54, mileage £24.75	£ 235.29
DALC Clerks course	£ 30.00
DALC councillors courses	£ 60.00
DALC Highways conference	£ 54.00
Inkprint	£ 13.87
Tavistock Newspapers	£ 19.50
Mary Tavy Coronation Hall	£ 50.00
WDBC (dog bin emptying)	£ 92.46
Meldon Village Hall	£ 55.00
DALC affiliation fee	£ 213.14

Resolved to pay accounts, proposed by Cllr P Heard and seconded by Cllr Maile.

14.2 Review of Fixed Asset Register – resolved to retain valuations from previous financial year, insurance cover figures to be updated to agree with current schedule. Proposed by Cllr P Heard and seconded by Cllr Littlejohns.

14.3 External Audit – review and declaration of Annual Governance Statement. All statements reviewed, Yes responses agreed to 1 – 8, proposed by Cllr J Heard and seconded by Cllr Maile. All in favour.

14.4 Review and adoption of 2015/2016 accounts – resolved to adopt accounts as distributed by Clerk, proposed by Cllr Littlejohns and seconded by Cllr Ewen.

14.5 Insurance renewal, review renewal papers and agree renewal terms. Agreed terms acceptable and agreed to renew with premium of £406.29, proposed by Cllr Littlejohns and seconded by Cllr Cooper. All in favour.

14.6 To consider and agree Clerks payscale and hourly rate for coming financial year . Resolved to increase Clerks pay to SCP 23, hourly rate of £10.836 wef 1/4/16, proposed by Cllr Maile and seconded by Cllr Ewen. All in favour.

15. Date and venue of future meeting. Next meeting to be confirmed as 7.30pm, Tuesday 7th June 2016 at Okehampton Town Hall and to retain dates for meetings for coming Council year on the first Tuesday monthly, no meeting in August and to continue alternating venues.

The meeting was declared closed at 9.20 pm

Signed Date

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