



## Okehampton Hamlets Parish Council

**Minutes of a Meeting held at 7.30pm on Tuesday 13<sup>th</sup> December 2016 at Meldon Village Hall, Okehampton.**

### **Councillors Present -**

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

Also Present – Cllr M Davies, Cllr A Leach and Cllr J Yelland (WDBC) and Cllr K Ball (DCC & WDBC)

Mrs J Gillard, Parish Clerk

1. **Members of the Public** – there were no members of the public present.
2. **Declarations of Interest** – Cllr Littlejohns declared a pecuniary interest in item 9.3 as he is the owner of the property. He was not present in the meeting room whilst this item was discussed.
3. **Apologies**- were received and accepted from Cllr D Luxton.
4. **Approval of Minutes of the previous meeting held on 1<sup>st</sup> November 2016** 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 – no recent reports of issues received, continue monitoring.
  - 5.2 ‘Get up to Speed Broadband’ – to consider offer of holding community event. Carried forward to next meeting.
6. **DCC and WDBC** – to receive any reports/updates from Councillors present.

Cllr Ball reported that the first planning application has been submitted for Okehampton East Business Park (see item 9.2). He outlined that originally 29 expressions of interest were logged on the site, 12 more were received when the plots were marketed. All were invited to submit sealed bids for plots, 6 were received of which 5 were accepted, 4 of these were part of the original enquiries, the gap of 1 has now been filled and all are progressing.

New primary school – exchange of contracts for DCC purchase of the site is due on 20<sup>th</sup> December. DNP have initiated a ‘Moor Otters’ project, there will be trails to follow of painted otters which will then be sold at the end of the initiative. They are looking for sponsors, the aim is to raise £100k for projects on the moor.

Cllr Leech advised the planning application for Managers accommodation for Ashbury Golf Club was going to be considered by full Planning Committee.

Cllr Yelland advised that West Devon is looking at ways of income generation to fulfil future budget deficits. The Contact Centre is now fully staffed, there are no agency staff, apprenticeship roles are available.

**7. Neighbourhood Planning** - to receive an update on joint Okehampton Councils Plan

Cllr Yelland advised the funding has been received and is held by Okehampton Town Council. A Housing Needs assessment will be completed by the end of January. The funding has to be utilised by the end of March. They are now at the Focus Group stage of work.

**8. To receive reports from meetings attended by Parish Council representatives –**

Cllr Littlejohns and Cooper attended the Dartmoor National Park meeting for Parish Councils on their new Local Plan which they found worthwhile (see also item 9.4)

Cllrs Littlejohns and Cooper attended a training session for Councillors which they found useful – it was suggested at the training that Councillors should have their own separate email accounts for Council business. It was agreed the Clerk to investigate ways of doing this.

Northern Links and Superlinks – attended by Cllrs Cooper and Ewen, main discussions were CCG proposals for Okehampton Hospital. The Police & Crime Commissioner spoke at Superlinks together with John Hart DCC.

Finance Training – attended by Cllr Maile and found to be informative and confirmed this Council had good procedures in place.

DCC Highways Conference – attended by Cllr Webber, who reported the Council could miss out on opportunities for funding if we did not have a Roadwarden scheme in place. Recommended that any unused salt held could be used to fill up the salt bins and a new supply ordered for other use.

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

9.1 WDBC 3482/16/PDM Prior approval for proposed change of use of agricultural building to a dwelling house, barn at Knowle Farm, Brightley Road, Okehampton, for information only. Noted.

9.2 WDBC 3321/16/ARM Application for approval of reserved matters (appearance, landscaping, layout and scale) following outline approval 00868/2014 for the development of Okehampton East Business Park for mix of B1, B2 and B8 uses. Resolved to support the application, proposed by Cllr Ewen and seconded by Cllr Heard, all in favour.

9.3 DNP 0619/16 Conversion of 3 redundant barns to 3 holiday units at Estrayer Park, Okehampton. Councillors resolved to support the application as traditional farm buildings would be preserved by the development, there would be potential increased revenue to the area and it was an example of farm diversification. Proposed by Cllr Ewen and seconded by Cllr Cooper.

9.4 DNP – to consider and agree response to consultation on new Local Plan. Cllr Littlejohns had drafted some ideas for submission, these were agreed by Councillors, they covered the need for conversions for residential purposes as opposed to holiday lets, the need for some development in smaller settlements, the fact there is less environmental impact from conversions than new build. Clerk to submit response on behalf of Council.

**10. Meldon Woods & other property issues.**

10.1 Management Plan – to receive update on funding. The Clerk advised the £1000 TAP Fund Grant request had been approved at the recent Northern Links meeting. The consultant is due to start the plan in January.

10.2 To review Tree Survey and agree actions required. Copy previously circulated. It was agreed that quotes should be requested to undertake the work required within 6 months and that the work required within 12 months be completed next winter.

10.3 To receive progress report on refurbishment of Exeter Road Bus Shelter. The Chairman advised the refurbishment has been completed and the appearance of the bus shelter much improved.

**11. Future of Okehampton Hospital Beds** – to receive updates on current position re proposals and consultation and agree any actions required.

Cllr Davies advised the petition against the closure of the beds has been delivered to Mel Stride, MP by the Okehampton Town Mayor and himself. There is an all day event on 20<sup>th</sup> Dec at The Okement Centre to help residents complete the feedback form to the consultation. The Group are working on a consultation submission concentrating on 3 main areas – why they believe the consultation process to be flawed, why option 15 is a better alternative and questioning the need for a business case for the proposed changes.

## 12. Correspondence

12.1 To consider grant request for £500 from Okehampton Skate Group. It was agreed to defer decision until further information was available on the structure of the Group and liaison with Okehampton Town Council who own the land on which the skate park is built.

12.2 To consider emailed request re The Battles Over – The Nations Tribute WW1 Beacons of Light. It was agreed that the Council mark the event by the lighting of a Beacon.

12.3 WDBC to consider request for further provision of sand bags and sand. Agreed a further supply of 50 bags be requested.

12.4 WDBC to consider response to consultation re Community Composting and Recycling Centres. Responses submitted on line during meeting – councillors felt the introduction of further charges as described could result in an increase in fly tipping which they did not wish to see happen.

12.5 To consider request from Endurance SW to hold Endurance Ride on 12<sup>th</sup> March at Meldon. Councillors agreed to the request and that the fee charged be £100 as in previous years.

For Information – The Clerk Magazine November 2016

## 13. Accounts

Current Account at	15/11/16	£	9251.21
Deposit Account at	05/09/16	£	<u>26377.12</u>
Total			£ 35628.33
<b>Less 'Restricted' Funds</b>			
Links Administration			136.11

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**Total 'Unrestricted' Funds** **£ 35492.22**

### Less Unpresented chqs

Broadbury Landcare	001193	£140.00
RBL Poppy Appeal	001194	£ 50.00
		<b>190.00</b>

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**Total Available Funds** **£ 35302.22**

**Funds received – nil**

### 13.1 Accounts for payment –

Mrs J Gillard (wages £415.87, exp £59.40 and mileage £54.00)	£ 529.27
Monkehampton Old School Room	£20.00
Okehampton Town Council	£15.00
SLCC membership	£ 67.00
Broadbury Landcare	£240.00
WDBC	£179.40
B Macfarlane (Coastal Tree Services)	£450.00

Resolved to settle accounts as above, proposed by Cllr Ewen and seconded by Cllr Littlejohns.

**13.2 2017/18 Precept for 2017/18** – to hold discussion on budget for coming year and agree precept Tax base information not yet received from WDBC, therefore Councillors unable at this stage to agree final figures. YTD budget figures reviewed, no major issues. Clerk to distribute further information prior to next meeting. Councillors to consider what new items may need inclusion in next years budget kiv request from OCRA for provision in budget for supporting their organisation and also request from Okehampton Town Council for contribution towards maintenance of Public Toilets in Okehampton. It was agreed that a detailed breakdown of costs of these facilities be requested from Okehampton Town Council but that in principle councillors agreed to contributing towards these costs.

**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 Cooper and seconded by Cllr P Heard

16. **Date and venue of next meeting** confirmed as 7.30pm, Tuesday 3<sup>rd</sup> January 2017 at Okehampton Town Hall.

The meeting was declared closed at 9.35 pm

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

**Minutes 208/4**