



Okehampton Hamlets Parish Council

To all Members of the Council

You are hereby summoned to attend a meeting to be held at 7.45pm on Tuesday 4th April 2017 at Meldon Village Hall

AGENDA

Members are reminded that a discloseable pecuniary interest in any item on the agenda should be declared, with the reason, before the item is discussed.

1. **Co-option to fill vacancy for Council Member**
2. **Members of the Public**
3. **Declarations of Interest**
4. **Apologies**
5. **Approval of Minutes of the previous meeting held on 7th March 2017.**
6. **Matters arising from the minutes**
 - 6.1 Abbeyford Wood sewage leak – to receive an update
 - 6.2 DCC Highways Community Enhancement Fund and adoption of verges
 - 6.3 New Road Boundary Stone – to receive an update.
 - 6.4 Welcome Pack
7. **DCC and WDBC – to receive any reports/updates from Councillors present.**
8. **Neighbourhood Planning - to receive an update on joint Okehampton Councils Plan**
9. **To receive reports from meetings attended by Parish Council representatives including –**
10. **Planning – to consider and agree response to applications listed below together with any others received up to date of this meeting.**
 - 10.1 WDBC 0504/17/VAR Variation of condition 2 (approved plans) following grant of planning permission 00713/2015 (erection of 73 dwellings and associated works) to remove plot 23 to ensure site levels work, optimise gardens, amenity, parking improvements, bin and cycle storage. resulting in a reduction to 72 dwellings. Meldon Fields, Okehampton.
 - 10.2 WDBC 0802/17/HHO Application for rear kitchen extension, Maple Cottage, Hatherleigh Road, Okehampton.
 - 10.3 WDBC 0527/17/HHO application for loft conversion including raising pitch of roof and 2 new dormers. Moorswood, 2 Brightley Road, Okehampton.
 - 10.4 WDBC 3897/16/FUL conversion and link extension of 2 barns and change of use to dwelling. Rosewyn, Brightley Road, Okehampton – repeat from item 9.3 of meeting on 7th March 2017.
 - 10.5 WDBC Joint Local Plan – to consider consultation document and agree response
11. **Meldon Woods & other property issues.**
 - 11.1 Management Plan – to receive update.
 - 11.2 Health & Safety Report – to receive update on work required to trees.
 - 11.3 DNP – to consider request to hold Wildlife Day on Tuesday 15th August 2017
 - 11.4 Old Town Park – to receive an update

12. Correspondence

- 12.1 To consider grant request for £500 from Tor Support Services (see copy attached)
- 12.2 To consider grant request for £500 from Meldon Fields Residents Group (see copy attached)
- 12.3 To consider email received from Mr H Stoneman and receive update from Chair and Clerk (see copy attached)
- 12.4 Visit Dartmoor – to consider and agree any actions re email previously circulated
- 12.5 WDBC Mayoral Awards – to receive details of winners
- 12.6 WDBC Events Policy – to consider draft document (previously circulated) and agree any response

13. Accounts

| | | | |
|--------------------------------|----------|---|-----------------|
| Current Account at | 15/03/17 | £ | 9115.77 |
| Deposit Account at | 05/03/17 | £ | <u>26380.39</u> |
| Total | | £ | 35496.16 |
| Less 'Restricted' Funds | | | |
| Links Administration | | | 733.32 |

Total 'Unrestricted' Funds £ 34762.84

Less Unpresented chqs

| | | | |
|------------------------------|--------|---|-----------------|
| Spreyton Village Trust | 001209 | £ | 14.00 |
| Hatherleigh Community Centre | 001211 | £ | 20.50 |
| Western Web | 001212 | £ | 80.40 |
| | | | £ 114.90 |

Total Available Funds £ 34647.94

Funds received – S W Endurance £120.00 (included in above figures)

13.1 Accounts for payment –

| | | |
|--|---|--------|
| Mrs J Gillard (wages £638.39, and mileage £80.55) | £ | 718.94 |
| DALC (annual membership) | £ | 268.62 |
| Parish magazine Printing | £ | 30.00 |

14. To consider and agree Arrangements and speakers for Annual Assembly.

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.’

15. Future size of council – to receive an update on Community Governance Review and agree further actions required.

16. Clerks salary – to agree Pay Scale and Hourly rate for coming financial year.

17. WDBC Enforcement List – to review current list of cases.

18. Date and venue of next meeting to be confirmed as 7.30pm, Tuesday 2nd May (Annual General Meeting) at Okehampton Town Hall.

Okehampton Hamlets

From: ~~henry.stoneman [mailto:henry.stoneman@wpsfarm.co.uk]~~
Sent: 06 March 2017 11:09
To: mail@okehamptonhamlets-pc.gov.uk
Subject: Okehampton Hamlets Parish Web site enquiry

Okehampton Hamlets Parish Web site enquiry

name : henry stoneman

address : middle southcott farm

telephone : 018375278

email : ~~henry.stoneman@wpsfarm.co.uk~~

textfield : referance to discussions with deric recently please give me update of acces to dry lane also ditch cleaning from my place to peacewater the triangle oppisite my house ruined by lorrays turning from larkbere re.tinhay lifton the extra traffic re kigbere of app.30 vehicles a day not enough passing places people are driving off the road and spoiling grass verges if my council cannot get highways to do something regarding these matters please give me contact details that i may be able to sort it out. thanking regards Henry Stoneman submit : Submit

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2016.0.7998 / Virus Database: 4756/14067 - Release Date: 03/06/17

OKEHAMPTON HAMLETS PARISH COUNCIL

GRANT APPLICATION FORM

Name of organisation MELDON FIELDS RESIDENTS GROUP
Location address MELDON FIELDS / LINDEN HOMES ESTATE
Secretary / contact: Name MRS ALISON DUCKERS
Address 68 KELLANDS LANE, OKEHAMPTON, DEVON
Tel No 07790 345462 Postcode EX20 1FS

Please give details below of:

- 1. Principal role of organisation / club / activities REPRESENTING THE INTERESTS AND WORKING TO IMPROVE COMMUNITY LIFE FOR OUR RESIDENTS
2. Total membership (if applicable) 16
3. Please state exactly what the grant would be used for (specific project - give full costings whenever possible) PUBLIC LIABILITY INSURANCE = £230.00 PUBLICITY / PRINTING AND FUNDING SOME EVENTS = £220.00

If you wish to make a general supporting statement, use the back of this form

- 4. Are you able to provide matched funding to the project? NO
5. What fund raising has your organisation undertaken within the last 12 months? NIL - GROUP HAS RECENTLY BEEN CREATED.
6. Are you applying for or receiving Grants from any other source? Yes / No
If Yes please specify

7. How will the residents of Okehampton Hamlets benefit from this Grant? ENCOURAGE A COMMUNITY SPIRIT AND SENSE OF RESPONSIBILITY, WHILST ALSO WORKING TOWARDS IMPROVING COMMUNITY LIFE

8. Amount of grant requested? £ 500.00
All applicants must understand that grants are only available to organisations operating locally for the benefit of residents of Okehampton Hamlets and the Council may request a copy of your organisation's last financial year's audited accounts.

Signature of applicant [Signature]
Date of application 09.03.17

(Grants - Local Government Act 1972, section 137: (a) to support local community groups and (b) to make local community groups aware of a clear criteria for obtaining supporting grants).

OKEHAMPTON HAMLETS PARISH COUNCIL

GRANT APPLICATION FORM

Name of organisation TOR SUPPORT SERVICES (Registered Charity no 1163407)

Location address Community Centre, Okehampton College, Mill Rd, Okehampton EX20 1PW

Secretary / contact: Trustee -

Name Melanie Pike, Moorlands House, Belstone

Address

Tel No 01837 840549 07790 140911 Postcode EX20 1QZ

Please give details below of:

1. Principal role of organisation / club / activities .

The Charity provides free, professional counselling to children and young people aged 5-25 years from Okehampton and the surrounding parishes. We work closely with the college and it's feeder primary schools and last year helped approx 200 children. Counselling and psychotherapy helps avoid more serious emotional and mental health issues. We have two dedicated child and adolescent counsellors and a further counsellor working with sexually abused children.

2. Total membership (if applicable)

Our charity is run by 7 dedicated Trustees. We employ 3 counsellors, 2 co-ordinators (job share) an admin person and 6 volunteer qualified counsellors.

3. Please state exactly what the grant would be used for (specific project – give full costings whenever possible)

We would like to convert a space within our offices into a third counselling room - we currently have two rooms where the majority of our clients are seen. This would enable us to see more clients and reduce our ever increasing waiting list - this currently stands at 28 children. We are also in the process of increasing the number of qualified volunteer counsellors we use so that more children can be seen and helped. This conversion will be fairly straight forward as there is a suitable space within the office which simply needs to be adapted by plasterboarding/putting in a fire door/changing some glass/altering the lighting and decor. etc. The property is owned by the College and they are in the process of putting the job out to tender - rough figures indicate that this will cost approx £3000 to do. We have permission from the college to hold a non-school uniform day in the summer term when pupils will be encouraged to donate money to our Charity in return for not wearing uniform. We hope to raise approx £1500 if we include the primary schools too. Full spec is included.

If you wish to make a general supporting statement, use the back of this form

4. Are you able to provide matched funding to the project? Yes - As stated above £1500 from the schools; have asked Okehampton Town Council too

5. What fund raising has your organisation undertaken within the last 12 months?

We are lucky to receive most of our funding from Children in Need (approx £90,000 over a 3 year period mainly for salaries and training costs). We have a grant from the Police Crime Commissioners of £8800 for a dedicated Child Sexual Abuse Counsellor (salary); Okehampton United Charities grant approx £9000; Waitrose community approx £300 ; other adhoc donations.

6. Are you applying for or receiving Grants from any other source? Yes / No

If Yes please specify Okey Town Council; College non school uniform; Women For Change has donated £600

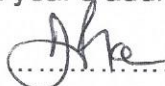
7. How will the residents of Okehampton Hamlets benefit from this Grant?

The majority of our clients attend Okehampton College and live in and around the area. The counselling they receive tries to alleviate distress; improve quality of life; improve self-esteem and happiness; improve relationships with significant others; improve their chances of doing well in education and preventing problems becoming more serious and persisting into adulthood. All this has a knock on positive effect within our community.

8. Amount of grant requested? £ 500

All applicants must understand that grants are only available to organisations operating locally for the benefit of residents of Okehampton Hamlets and the Council may request a copy of your organisation's last financial year's audited accounts.

Signature of applicant



Date of application

16 March 2017

(Grants – Local Government Act 1972, section 137: (a) to support local community groups and (b) to make local community groups aware of a clear criteria for obtaining supporting grants).

Specification for new counselling room at The Hub, Okehampton College.

Building Works:

Stud work screen/wall across the existing opening –

Allow space for minimum 838mm (32.9) inch width door for wheelchair access.

Half hour burn fire door size as above, plus viewing window (see attached photo as example) – and to include door furniture

Remainder of new wall to be in sound shield plasterboard with acoustic cavity wall insulation. Also left hand wall where window is and the rear wall which abuts to the day nursery to be fitted with plasterboard and acoustic wall cavity.

Replace existing reception hatch window with new white UPVC window with 28mm double glazing – 1.04m h and 1.9m wide

Skirting to be fitted (to match existing if possible)

Architrave to be fitted

All walls to be prepared and painted in standard emulsion - colour tba.

Ceiling to be painted white

Woodwork (architrave and skirting) to be painted in gloss white

Electrical:

Existing light to be wired so that it switches from inside the new door.

Re site the Ethernet/BT cable socket from the rear wall to the outside wall of the room so that printer can be connected to it.

Check that existing sockets will support/reach two table lamps. If not then these may need re-siting.

/cont

General:

All work to be done at weekends or out of office hours.

Existing carpet to be protected if possible – if not then please advise administrator at TSS.

Re fix carpet to either side of door once work complete.

After paintwork completed - fit roller blinds to new window and door window – blinds to be supplied by TSS.

Re- site existing wooden shelf to new position – probably back wall but tba by TSS.

Re –site fire extinguisher – possibly onto new wall on the outside away from the doorway.