



## Okehampton Hamlets Parish Council

**Minutes of a Meeting held at 7.30pm on Tuesday 4<sup>th</sup> April 2017 at Meldon Village Hall, Okehampton.**

### **Councillors Present -**

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

Also Present – Cllr A Leech (WDBC), Cllr M Davies (WDBC) and Cllr J Yelland (WDBC)  
Mr L Evans, Mrs D Jessop, Mr B Wood (applicants for councillor vacancy, and Cllr I Kaczanow (Sourton Parish Council)  
Mrs J Gillard, Parish Clerk

- 1. Co-option to fill vacancy for Council Member** – it was resolved that a paper ballot be held, proposed by Cllr Cooper and seconded by Cllr Littlejohns. A ballot was undertaken, the completed papers verified by Cllrs Davies and Leech, the result being an overall majority in favour of Mr B Wood who was then co-opted to Okehampton Hamlets Parish Council and completion of his Declaration of Acceptance of Office took place.

The Chairman thanked all the applicants for their applications and attending the meeting, they were all suitable candidates, however it is hoped that the Council will be able to increase member numbers soon when they will have further opportunity to join the Council.

- 2. Members of the Public** – there were no items raised by members of the Public.
- 3. Declarations of Interest** – Cllr Wood declared a personal interest in item 12.2 – he is chairman of the Group.
- 4. Apologies** – were received from Cllr K Ball.
- 5. Approval of Minutes of the previous meeting held on 7<sup>th</sup> March 2017** - these were agreed as a true record and signed by the Chairman. Proposed by Cllr Ewen and seconded by Cllr Cooper.
- 6. Matters arising from the minutes**
  - 6.1 Abbeyford Wood sewage leak – no incidents reported, outcome of DCC planning application for building a Sewage Works not yet known.
  - 6.2 DCC Highways Community Enhancement Fund and adoption of verges – Highways have advised they could not guarantee spoil would not be dropped on an adopted verge, it was agreed the Scheme be investigated further before discussion again at the next meeting.
  - 6.3 New Road Boundary Stone – the Clerk reported an insurance claim was unlikely to be successful as Police incident records do not evidence any damage to the stone. Okehampton Town Council

have advised they would contribute half the costs of repair, it was agreed the stone needed moving away from the highway, Clerk to liaise with DCC Highways re the required procedures.

- 6.4 Welcome Pack – draft booklet shown to members, 6 local businesses have agreed to place an advert within it raising approx £200 towards printing costs. It was agreed to proceed with printing and that distribution to the Meldons Fields area would be undertaken by Councillors.

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

Cllr Leech reported it was disappointing the number of residents who attended the Consultation event in Okehampton on the Joint Local Plan, he felt viewing information on the website was not easy and deterred people from contributing. Cllr Yelland stated the plan did recognise that Okehampton links were stronger to Exeter as opposed to Plymouth. She suggested feedback should recognise the inclusion of the Railway link and Town Centre Access road and the priority of this infrastructure should be highlighted.

Garden Waste – this was to be a ‘buy in’ service with effect from August, full details are still being worked on, there would be communication to residents before implementation.

WDBC Committee structure was potentially changing.

Cllr Davies advised a positive meeting had been held with Fusion, the new Leisure Centre providers, they wished to restart the User Group, the Hamlets are to be asked to participate in this group.

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

Cllr Leech advised a ‘request for land’ had been made, 15 landowners have responded. Feedback from the public at the recent event in the Charter Hall was that development of brown field sites should be the priority followed by development to the west of Okehampton. The second part of the process is now to ask what the identified land should be used for ie housing, employment etc.

A consultant is currently developing the Policies required for the Neighbourhood Plan, the Housing Needs Assessment is still being worked on.

Cllr Yelland advised a £9k grant had been received to develop the Plan, half of this has been used to cover the Consultants costs, the other half has now had to be returned to the funders as it was intended for development of the Plan which has not yet been undertaken. It was likely a further grant request would be made which if successful would have to be used before 31/3/18.

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

Northern Links – attended by Cllr Ewen. The police were not represented in person at the meeting however the current high level of shoplifting in the Okehampton area was highlighted. DCC Highways were represented by John Fewings, Skanska have now taken over the contract previously with S W Highways. Full meeting notes available from the Clerk if required.

**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. Meldons Fields, Okehampton. Resolved to support application, proposed by Cllr P Heard and seconded by Cllr Ewen.

10.2 WDBC 0802/17/HHO Application for rear kitchen extension, Maple Cottage, Hatherleigh Road, Okehampton. Resolved to support application, proposed by Cllr Wood and seconded by Cllr Ewen.

10.3 WDBC 0527/17/HHO application for loft conversion including raising pitch of roof and 2 new dormers. Moorswood, 2 Brightley Road, Okehampton. Resolved to support application, proposed by Cllr Ewen and seconded by Cllr P Heard.

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 7<sup>th</sup> March 2017. The Clerk advised the Council have now been consulted formally on this application, the response of Support from the previous meeting has already been submitted.

10.5 WDBC Joint Local Plan – to consider consultation document and agree response. The chair reported several councillors and the clerk attended an informal meeting with Okehampton Town Council where potential responses to the consultation were considered. It was agreed that the Chair and Clerk construct the formal response and that the following points should be included - the importance of infrastructure and the emphasis of urgency, need for the rail link, the lack of broadband

speed, the link from Okehampton stronger to Exeter than Plymouth, the issue of access to TTV19, the removal of parcel 4 east of Okehampton from previous consultations with it now being reintroduced in this consultation and the issue of the capacity and age of the existing sewage system. It was also agreed the Clerk to liaise with The Town Council to ensure all issues covered.

10.6 WDBC 1015/17/PDM – prior approval for proposed change of use of agricultural building to a dwellinghouse, barn at Knowle Farm, Brightley. Noted.

## 11. Meldon Woods & other property issues.

11.1 Management Plan – to receive update. This has recently been received and distributed, it was agreed additional time was required for councillors to review it in depth and the item be carried forward to the next meeting. Also agreed invoice in item 13.1 not to be paid until Plan fully reviewed.

11.2 Health & Safety Report – to receive update on work required to trees. The contractor has commenced the work, it was uncertain if this was yet complete.

11.3 DNP – to consider request to hold Wildlife Day on Tuesday 15<sup>th</sup> August 2017. Resolved to agree to this request, proposed by Cllr Ewen and seconded by Cllr P Heard.

11.4 Old Town Park – to receive an update. A letter has been sent to Okehampton Town Council formally stating The Hamlets wished to acquire this land, they have advised they still wished to acquire it themselves, the issue will now be resolved by WDBC.

## 12. Correspondence

12.1 To consider grant request for £500 from Tor Support Services (see copy attached). Resolved to award £250, proposed by Cllr Cooper and seconded by Cllr P Heard.

12.2 To consider grant request for £500 from Meldon Fields Residents Group (see copy attached) Resolved to award £250, proposed by Cllr Ewen and seconded by Cllr Maile.

12.3 To consider email received from Mr H Stoneman and receive update from Chair and Clerk (see copy attached) Agreed the chairman to meet with Highways and Mr Stoneman to clarify issues.

12.4 Visit Dartmoor – to consider and any actions re email previously circulated. Agreed Clerk to review article previously written by Ian Brooker to see if would be appropriate for inclusion.

12.5 WDBC Mayoral Awards – to receive details of winners. These were noted, not minuted as formal announcement by WDBC not yet made.

12.6 WDBC Events Policy – to consider draft document (previously circulated) and agree any response. Noted and agreed response not required.

## 13. Accounts

Current Account at	15/03/17	£	9115.77
Deposit Account at	05/03/17	£	<u>26380.39</u>
Total		£	35496.16
<b>Less 'Restricted' Funds</b>			
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
OTC	£ 15.00
B Macfarlane	£750.00

Resolved to settle accounts, proposed by Cllr Ewen and seconded by Cllr Littlejohns. See item 11.1 above.

**14. To consider and agree** Arrangements and speakers for Annual Assembly. The Chairman agreed to organise refreshments. The clerk advised the following have so far agreed to present updates at the meeting – Insp Mark SLoman D&C Police, the CAB, Ian Brooker, Alison Duckers (Neighbourhood Plan), Cllr K Ball – OkeRail. It was also agreed to invite Tor Support Services following the award of the grant to them earlier in this meeting.

**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.

**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 2<sup>nd</sup> May (Annual General Meeting) at Okehampton Town Hall with the Annual Assembly taking place on Tuesday 25<sup>th</sup> April, 7.30 pm at Meldon Village Hall.

The meeting was declared closed at 9.15pm

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

**Minutes 212/4**