



## Okehampton Hamlets Parish Council

**Minutes of a Meeting held at 7.30pm on Tuesday 7<sup>th</sup> November 2017 at Meldon Village Hall, Okehampton.**

### **Councillors Present -**

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

Also Present – Cllr A Leech (WDBC), Cllr J Yelland (WDBC)  
Mrs J Gillard, Parish Clerk

Before the start of the meeting the Chairman presented a grant cheque of £400 to Linda Harper, Chair of Okehampton Chamber of Trade, towards the costs of the Okehampton Christmas Lights. Mrs Harper thanked the Council for the Grant and stated the funds would be used towards the costs of upgrading the existing lights to LED, the lights would be put up on 26<sup>th</sup> November.

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

**2. Declarations of Interest** – Cllr Cooper declared pecuniary interest in item 9.2 and Cllr Ewen declared an interest in 9.3 as he is a Trustee of the Company.

**3. Apologies** – apologies for absence were received from Cllr K Ball and Cllr M Davies (WDBC)

**4. Approval of Minutes of previous meetings held on 3<sup>rd</sup> October 2017** these were agreed as a true record and signed by the Chairman. Proposed by Cllr Wood and seconded by Cllr Cooper

### **5. Matters arising from the minutes**

- 5.1 Abbeyford Wood sewage leak – to receive an update, no issues reported, water testing to be undertaken.
- 5.2 New Road Boundary Stone – work completed and stone returned to original site,
- 5.3 New dog/waste bin Kellands Lane – to receive update. Awaiting site visit with Localities officer from WDBC
- 5.4 Okehampton Men in Sheds – to receive update re Grant request and to consider request to support TAP fund application. Reported that the intention of the organisation was to apply for a TAP grant with support from OTC and OHPC and they did not wish to apply from a grant from OHPC. Resolved to support a TAP application for £2000.

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

Cllr Yelland reported that the new Data Protection Act required data controllers to be registered and this has implications on all councillors. There is potentially training available from the CVS. Clerk to investigate further. The One Council proposal has been rejected by WDBC, there are many outstanding issues which are being progressed.

Cllr Leech reported no progress has been made with the ‘blockage’ on Kellands Lane however it will be resolved at some point as it was part of the planning permission. WDBC is investigating the possibility of setting up a Lottery for local Charities.

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**7. Neighbourhood Planning** - Cllr Wood reported a meeting took place on 13<sup>th</sup> October, the Consultant was present and gave a presentation, draft policies will start to be available from this week. These would require further work. Next meeting due 22<sup>nd</sup> November.

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

Okehampton Matters – attended by Cllr Wood, minutes circulated to all Councillors.

DALC AGM – attended by Cllr Wood, keynote speakers including BT and Alison Hernandez, Police & Crime Commissioner, workshops including Planning and Local Economy.

Highways Conference – attended by Cllr Wood, information on Asset planning, Roadwarden scheme, funding for different classification of roads, Snowwardens and talk from Skanska.

OCRA Trustees – attended by Cllr Ewen, a Community Interest Company is to be set up which should attract more Trustees. Many successful events held throughout the Summer.

North Dartmoor Search & Rescue – official opening of new building attended by Cllr Webber and Cllr Wood. Well attended event.

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

9.1 DCC to consider update received re Okehampton East Business Park. Noted.

9.2 WDBC – variation to premises licence, Mole Avon, Okehampton. Resolved to support application, proposed by Cllr Ewen and seconded by Cllr Littlejohns.

9.3 Site G – Okehampton East Business Park, to discuss plans to be submitted to WDBC by Okehampton Skills & Sport Trust. Info noted, resolved to respond to applicant supporting in principle their intentions, formal response to be submitted on receipt of the planning application. Applicant to be invited to attend meeting when plans are to be considered.

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

10.2 To discuss recent issues with vehicles accessing bridleway. Awaiting response from Cllr Ball re additional signage.

**11. Correspondence**

11.1 To note letter of thanks from Okement Rivers Improvement Group and Okehampton Community Archive for recently awarded grants. Noted.

11.2 To consider request from Royal British Legion for donation towards cost of Wreath for Remembrance Day and to note arrangements for Annual Parade. Resolved to donate £50, proposed by Cllr Littlejohns and seconded by Cllr Maile. Cllrs Webber, Maile and Littlejohns to attend Parade.

11.3 To consider Grant request from 2443 (Okehampton) Squadron Air Training Corps for £250 towards costs of standardised clothing items. Resolved to award £250, proposed by Cllr Wood and seconded by Cllr Ewen.

11.4 To consider Grant request from Meldon Viaduct Company for £200 for repairs and renewals for Meldon Viaduct. Resolved to award £200, proposed by Cllr Ewen and seconded by Cllr J Heard.

11.5 CPRE to consider request to join organisation. Resolved membership not appropriate.

11.6 OCRA – to consider request to attend future meeting and future funding opportunities. Agreed activities organised by the Group very beneficial and that the Council would continue to support the organisation and consideration could be given to varying the existing Grant Terms and Conditions when considering future applications. Cllr Ewen to discuss further with Mr Lord.

11.7 WDBC – to consider and feedback required on proposals to convert existing Dog Control Orders to public Space Protection Orders. Proposals noted.

11.8 To consider request from resident for provision of dog waste bin in Broadmoor Lane. Agreed Cllr Webber to meet with resident on site to investigate further before making any further decisions.

11.9 DCC – invitation to Okehampton Autumn Networking Event 15<sup>th</sup> November. Cllrs Webber, Cooper and Maile to attend.

11.10 DCC - to consider email re Snow Wardens and Winter Service and agree any requirements. Agreed to request further 50 bags of free salt to be initially stored at Estrayer Park.

**For Information** - LCR Autumn 2017, Healthwatch Voices Autumn 2017, Clerks & Councils Direct November 2017

## 12. Accounts

|                    |          |   |                 |
|--------------------|----------|---|-----------------|
| Current Account at | 15/10/17 | £ | 25046.06        |
| Deposit Account at | 31/09/17 | £ | <u>26381.71</u> |
| Total              |          | £ | 51427.77        |

### Less 'Restricted' Funds

|                      |  |  |         |
|----------------------|--|--|---------|
| Links Administration |  |  | 1883.33 |
|----------------------|--|--|---------|

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**Total 'Unrestricted' Funds** **£ 49544.44**

### Less Unpresented chqs

|                      |        |   |                  |
|----------------------|--------|---|------------------|
| Tavistock Newspapers | 001220 | £ | 19.50            |
| Tavistock Newspapers | 001232 | £ | 19.50            |
| Broadbury Landcare   | 001240 |   | £140.00          |
| OCRA                 | 001246 |   | £200.00          |
| Broadbury Landcare   | 001249 |   | £170.00          |
| SLCC                 | 001251 |   | £136.20          |
| Western Web          | 001252 | £ | 72.18            |
| Okehampton Csrnival  | 001253 |   | £400.00          |
| Oke Chamber of Trade | 001254 |   | £400.00          |
| Oke Rivers Imp Gp    | 001255 |   | £100.00          |
| Oke Comm Archive     | 001256 |   | £100.00          |
| OkeUnited charity    | 001257 |   | £150.00          |
| T Chalk Mackay       | 001258 | £ | 90.00            |
|                      |        |   | <b>£ 1997.38</b> |

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**Total Available Funds** **£ 47547.06**

**Funds received** – Aggregate Industries £491.75

### 12.1 Accounts for payment –

|  |         |
|--|---------|
| Mrs J Gillard (wages £346.25,<br>and mileage £46.35) | £392.60 |
| DALC AGM Attendance                                  | £ 25.00 |
| F J Stevens & Sons                                   | £216.00 |
| Throwleigh Village Hall Fund                         | £ 25.00 |
| Okehampton Town Council                              | £ 15.00 |
| WDBC   | £251.16 |

Resolved accounts be paid, proposed by Cllr Cooper and seconded by Cllr Ewen.

## 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 Littlejohns and seconded by Cllr Wood.

**13. To agree appointment of Internal Auditor** – resolved to appoint for an initial term of 1 year Alison Marshall, Local Council Administration Services.

**14. To receive update on Community Governance Review** – noted a joint meeting with Okehampton Town Council, WDBC officers and local members to be held on 16<sup>th</sup> November, to be attended by Cllrs Webber, Wood and The Clerk.

It was resolved to pass the following motion - This council is pleased that West Devon Borough Council has commenced a Community Governance Review to primarily consider increasing the membership of the Okehampton Hamlets Parish Council from eight to ten Members. This increase in membership will allow the council to meet its Statutory and community obligations more effectively. This council will not accept **any** mergers or changes to existing boundaries with any of our neighbouring Parish or Town Councils in order to reduce the size of this council's electoral area. However, the council would be prepared to consider any increase of electoral size should any of our neighbouring Parish or Town Councils wish to reduce or relinquish their responsibilities. This council will also welcome an early outcome from the review to facilitate the election or co-option of further members. This council will continue to foster formal and informal working collaborations with its neighbouring councils to ensure effective deliverance of services to the communities of Okehampton and surrounding areas.

Proposed by Cllr Wood and seconded by Cllr Ewen, all councillors in favour.

**15. To note current WDBC Enforcement cases list and information.** Noted.

**16 . Date and venue of next meeting** to be confirmed as 7.30pm, Tuesday 5<sup>th</sup> December 2017 at Okehampton Town Hall

The meeting was declared closed at 9.20 pm

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

**Minutes 220/4**