



# Okehampton Hamlets Parish Council

## To all Members of the Council

You are hereby summoned to attend the Annual General Meeting to be held at 7.30pm on Tuesday 14<sup>th</sup> May 2019 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. Election of Officers:

Chairman – followed by Declaration of Acceptance of Office  
Vice Chairman - followed by Declaration of Acceptance of Office  
Committee representatives -

Northern Parishes Link Committee	Meldon Hall
Chamber of Trade	Battle of the Bands
Beating the Bounds	Okehampton Matters
Okehampton Neighbourhood Planning Group	
Okehampton Sports and Open Spaces Recreation Group	

**1a. Election of Planning Committee** Chairman and appointment of members and adoption of Terms of Reference..

### 2. Members of the Public

### 3. Declarations of Interest

### 4. Apologies

### 5. Approval of Minutes of previous meetings held on 2nd April 2019 and the Annual Assembly held on 16<sup>th</sup> April 2019.

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

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

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

Okehampton & District Chamber of Trade  
Okehampton Sports and Open Space Recreation Plan  
DCC Highways and Ashbury Hotel (Cllr Littlejohns)

**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 2646/18 Land north of Crediton Road, Okehampton, report on site visit attended by Cllr Wood and outcome of WDBC Planning Committee meeting.

9.2 WDBC 1041/19/HHO householder application for demolition and rebuilding of detached garage affected by subsidence, 7 Moorcroft Close, Okehampton.

9.3 DCC 4120/19 Groundworks to reduce the levels sufficiently to tarmac and provide car parking facility, including the installation of perimeter fencing and gated access, at Recycling Centre, Merrivale Road, Exeter Road Industrial Estate, Okehampton, EX20 1UD

9.4 North Tawton Neighbourhood Plan – to consider response to consultation on proposed Plan.

## 10. Open Spaces.

- 10.1 To consider request to site memorial bench in Meldon Woods.
- 10.2 To consider complaint re dog mess in Aplite Quarry Car park.
- 10.3 To agree necessary repairs to gate at Aplite Quarry
- 10.4 To consider any necessary work currently required in Meldon Woods
- 10.5 Natural Devon 2019 – consider email previously circulated and agree level of involvement including Roadside Verges, appointment of Wildlife Wardens and attendance at Conference.

## 11. Correspondence

- 11.1 Forthglade Ltd – to consider position with regard to complaints received re alleged ‘odours’ coming from factory site.
- 11.2 Devon Young Carers – to agree suitable date when representative to attend meeting to give presentation on work of group following grant awarded earlier in year.
- 11.3 Okehampton Town Council – to consider request for contribution towards costs of operating public toilets at Fairplace.
- 11.4 DCC Community Transport awards – to consider nominations for award scheme.

### For Information –

- 12. To review and agree any amendments as necessary to the Council’s adopted Standing Orders, Financial Regulations and Risk Policy.

## 13. General Data Protection Regulations –

## 14. Accounts

Current Account at	07/05/19	£	1736.88
Deposit Account at	07/05/19	£	<u>57529.18</u>
Total		£	59266.06
<b>Less ‘Restricted’ Funds</b>			
Links Administration			(131.76)
DCC Localities Grant			500.00
<b>Total ‘Unrestricted’ Funds</b>			<b><u>£ 58897.82</u></b>

### Less Unpresented chqs

St James School	750.00
<b>Total Available Funds</b>	<b><u>£ 58147.82</u></b>

**Funds received** – Western Power Wayleave £15.66, Aggregate Industries £491.75  
WDBC £11211.76 Precept and CTSG

### 15.1 Accounts for payment –

Mrs J Gillard (wages £313.42, Mileage £31.50, Exp £25.80)	£ 370.72
D Heard	£ 456.00
WDBC	£ 71.76
Came & Co	£ 481.35
Tavistock Newspapers	£ 5.52
Tavistock Newspapers	£ 14.22
DALC membership	£ 309.16
Aerosol Art	£ 500.00

### 15.2 Review of Fixed Asset Register

### 15.3 External Audit – review and declaration of Annual Governance Statement

### 15.4 Review and adoption of 2018/2019 accounts

### 15.5 To receive initial report on Internal Audit

### 15.6 Insurance renewal, review renewal papers and agree renewal terms

## **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.’

**16. Old Town Park – to receive update on transfer from WDBC**

**17. To note current WDBC Enforcement cases list and information.**

**18. Date and venue of next meeting** to be confirmed as 4<sup>th</sup> June 2019, 7.30 pm at St James Primary School.  
Please note change of venue.