



## Okehampton Hamlets Parish Council

**Minutes of a Meeting held at 7.30 pm on Tuesday 3<sup>rd</sup> December 2019 at Meldon Village Hall , Okehampton.**

### **Councillors Present -**

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

WDBC – Cllrs A Leach , J Yelland, P Vachon & Cllr K Ball (DCC)

Mrs J Gillard, Parish Clerk

Absent – Cllr M Littlejohns

Before the start of the meeting, the Chairman Cllr B Wood presented a grant cheque of £500 to a representative of Torrridge, North, West & Mid Devon CAB, a grant cheque of £300 to Okehampton Community Garden and a grant cheque of £400 to Okehampton Men In Sheds. The representatives then left the meeting.

- 1. Members of the Public** - there were no members of the public present.
- 2. Declarations of Interest** – there were no declarations of interest made.
- 3. Apologies** – Cllr M Davies (WDBC)
- 4. Approval of Minutes of previous meeting held on 5<sup>th</sup> November 2019** these were agreed as a true record and signed by the Chairman. Proposed by Cllr Webber and seconded by Cllr J Heard.

It was then suggested by the Chairman and agreed by Councillors that Part 2 of the meeting covering agenda items 16 and 17 be brought forward and discussed at this point in the 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 and 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 Webber, seconded by Cllr J Heard.

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

**17. Town Centre Improvements – Cllr Ball (DCC) and Hannah Clark DCC.** Overview of report discussed, details to hopefully go out to public consultation early in 2020.

Resolved to close Part 2 of the meeting and return to public meeting.

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

Cllr Yelland - Access to Services – a borough wide review. This has come about as a result of the review into the provision of the Northern Outreach Face to Face service in the Ockment Centre which was due to close. The Hub Committee met on the 5<sup>th</sup> November and agreed:

1. Promotion of online services for those able to self-serve be increased;
2. Support to those most in need with home visits be continued;
3. Partnership working be continued;
4. Assisted self-service at the Council's Tavistock Reception be developed;
5. Coverage of the Council outreach be refocused and extended borough wide; and
6. The effectiveness of the above be reviewed by the Hub Committee within six months of their implementation.

Cllr Vachon advised the On line Revenue & Benefits system has been improved, freeing up staff time to enable more help to be given to the vulnerable.

Cllr Ball – Scrutiny committee looking at report on Customer Services, survey had poor outcome but provisions are in place to make improvements and these are being monitored.

Cllr Leech – the new recycling system is now operational.

**6. Neighbourhood Planning** - to receive an update on joint Okehampton Councils Plan. No meetings since last Council meeting.

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

Superlinks meeting – Cllr Wood, presentation from John Hart re DCC budgets also details of a new Highways repair scheme. Representative from the Police & Crime Commissioners office also spoke, also the leader of WDBC who advised 2 additional enforcement officers have been appointed. There was also a presentation on the Climate Emergency.

Devon Resilience Forum – Cllr Wood, Presentations from Westcountry Rivers Trust re water resilience, also presentations from the Coastguards and Environment Agency.

SLCC Regional conference – Cllr Wood & Clerk attended, various workshops and presentations.

Town Council Key Strategic Stakeholders Meeting – Cllr Wood, issues relating to Town Centre discussed.

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

8.1 Kellands Lane – to receive an update on road 'blockage' and to Consider email from resident regarding Kellands Lane. Cllr Leech advised WDBC Planning are trying to resolve these issues, no definitive way forward at present.

8.2 WDBC variation to the premises licence of Whitehouse Services (Budgens), Exeter Road, Okehampton, EX20 1QJ. Noted

8.3 WDBC Plymouth & S W Devon Supplementary Planning Document & Statement of Community Involvement – invitation to take part in consultation. Noted.

**9. Open Spaces.**

9.1 To receive update from Clerk on request for Okehampton Men in Sheds to make dormice boxes. Materials on order, construction to start as soon as wood received.

9.2 To discuss findings and agree actions required following Councillors walk of Old Town Park. Reported no urgent work required.

9.3 Grit bins to receive update re costings on purchase. 4 bins ordered, now delivered and awaiting placing at Fatherford, 2 on Meldon Fields and 1 at Upcott. Delivery of grit still awaited.

9.4 Community noticeboard at Romansfield – to consider installation and offer of Redrow to contribute to costs. Agreed that if a contribution towards costs is made by Redrow that an appropriate sign acknowledging Redrow as sponsors or display of appropriate material acceptable.

9.5 Dartmoor Way Walking Route – to consider request to erect signage in Old Town Park. Councillors agreed to erection of sign as requested.

9.6 To consider request for licence to metal detect in Old Town Park by resident. Request not agreed by councillors as potential disturbance to wildlife and land a designated Nature Reserve also concerns that this could encourage unauthorised detecting by others. Resolved to introduce a No Metal Detecting Policy on any Council owned land.

9.7 Okehampton Commoners Association – to consider request to erect No Cycling Post. Request agreed.

## **10. Correspondence**

10.1 V E Day Celebrations – to agree how to mark the event within the Parish. Clerk to liaise with Okehampton Town Council to ascertain if organising a joint event practical or to organise separate event that did not clash, clerk to also obtain costings for commemorative mugs for Primary School pupils.

10.2 Everything Okehampton – to consider grant request of £500 towards Okehampton Christmas Lights. Resolved to approve request, proposed by Cllr Ewen, seconded by Cllr P Heard.

10.3 To consider email received from resident re traffic using Dry Lane to Southcott. Agreed signage could not be changed after information received from Highways, Clerk to write to Ashbury Hotel asking if they could try and ensure deliveries to Hotel followed correct route.

10.4 Get Changed Theatre Company – invitation to AGM, 11<sup>th</sup> December 1.45 pm Noted.

10.5 OUC invitation to Celebration evening 11<sup>th</sup> December, 7 – 9pm Charter Hall, Cllr Maile to attend.

## **11. Motion re Climate Emergency suggested by Cllr Wood -**

After discussion and agreement to remove original first sentence, proposed by Cllr Wood and seconded by Cllr Webber to adopt following -

‘This council recognises the efforts of other bodies in Devon to declare a Climate Emergency; Devon County Council, Dartmoor National Park Authority and West Devon District Council have all done so This council acknowledges and supports their aspirations to become carbon neutral in a timely manner and will support our partners and others who also seek to do the same.

We will continue to manage our land holdings in a sustainable manner, maintaining the trees and replanting as necessary. We will carry on procuring goods and services in a sustainable way. We believe that we are currently carbon negative as we do not own habitable buildings, our other structures are mostly all wooden and we car share and walk where possible. All meetings are in existing buildings and will support the owners in reducing their carbon footprint where possible.

We will encourage all residents and businesses within the parish to also carry out measures to reduce their own carbon footprints. All new developments within the parish will be encouraged to be built sustainably. We will support and work with community groups whose activities encourage actions to mitigate climate change.

We annually review our activities to ensure that we are following best practice and maintaining our carbon negative regime.’

**12.** To review and agree any amendments as necessary to the Council’s adopted Financial Regulations previously circulated. Revised policy as previously circulated agreed, resolution to adopt proposed by Cllr Webber and seconded by Cllr P Heard. Also agreed that Cllr Cooper be appointed to undertake regular checks of bank reconciliations.

**13. General Data Protection Regulations** – to receive update from Clerk including adoption Retention Policy. After discussion, resolved to adopt Retention Policy as previously circulated, proposed by Cllr Ewen and seconded by Cllr Webber.

**14. Accounts**

**14.1 Accounts for payment –**

Mrs J Gillard (wages £313.42, Mileage £10.35,)	£ 323.77
Wellers Hedley Solicitors	£1075.22
SLCC Membership renewal	£ 109.00
DALC Conference attendance	£ 50.00
SLCC Books	£ 83.50

14.2 Bank Reconciliation and Statement of Budget – see below.

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

**15. 2020/21 Budget and Precept setting** – to discuss budget requirements for coming financial year. Areas of potential spending requirements discussed, to be carried forward to January meeting to be finalised.

**16. Date and venue of next meeting** to be confirmed as 7<sup>th</sup> January 2020, 7.30 pm at Meldon Village Hall and to consider location of future meetings.

The meeting was declared closed at 9.15 pm

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

**Minutes 245/4**