



Okehampton Hamlets Parish Council

To all Members of the Council

You are hereby summoned to attend a Meeting of the Council to be held remotely at 7.30pm on Tuesday 2nd June 2020

Jane Gillard, dated 26/5/2020

Join Zoom Meeting

<https://us02web.zoom.us/j/86006571762>

Phone 0203 481 5237 United Kingdom

Meeting ID: 860 0657 1762

AGENDA

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

1. Members of the Public

2. Declarations of Interest

3. Apologies

4. Approval of Minutes of previous meeting held on 5th May 2020 and Planning Committee held on 12th May 2020.

5. DCC and WDBC – to receive any written reports/updates.

6. COVID 19

6.1 Zoom Meeting Protocol – to review previously circulated document, and amend/adopt if agreed.

6.2 Okehampton Coronavirus Support Group – to note funds held by Council on behalf of Group.

6.3 Funding for local organisations/support mechanisms – to consider any requests for funding from any organisation to assist residents through current situation.

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

7.1 WDBC – New premises licence application, Image Tattoo and Coffee Lounge, Okehampton (noted not within this Parish but to consider if any support response to OTC views is required)

8. Open Spaces

8.1 To note road to Aplite Quarry was reopened in line with DNP actions

8.2 Gypsy Corner seat – to discuss and agree way forward for purchase of new bench

9. Beating the Bounds – to consider arrangements and /or postponement of event including possible deferment of decision until later date.

10. VE Day Celebrations – to consider new arrangements for presentation of mugs.

11. Correspondence

11.1 Okehampton Town Council – to review and adopt revised Neighbourhood Planning Protocol

12. To review and adopt updated policies as listed –

12.1 Freedom of Information Act – Publication Scheme

12.2 Statement of Internal Control

12.3 Amendment to Standing Orders re Coronavirus

13. Finance –

13.1 Accounts for payment –

Mrs J Gillard (wages £,	£
Expenses £3.13 postage	
Alison Marshall	£ 150.00

13.2 Bank Reconciliation and Statement of Budget – see below.

13.2 Fixed Assets Register- review and adoption

13.3 **Year end accounts and governance statements** – review and adopt as appropriate

13.3 **Pay Scales and Allowances** – To receive an update and if received, to resolve to approve the pay scales and allowances for 2020/21 as agreed by the National Joint Council for Local Government Services, and as applicable to staff scale points to be backdated to 1st April 2020

13.4 To review allowance payable to Clerk for Use of home as office inc telephone calls etc.
(Current payment £3 per week, HMRC wef 1/4/2020 max payable increased to £6 per week)

13.5 Internal Audit – to review report and agree any actions required and to agree appointment of auditor for coming year.

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. **Planning Enforcement** – to review current list and to agree any actions that may be required.

14. **Date and venue of next meeting** to be confirmed.

Okehampton Hamlets Parish Council - Bank Reconciliation

Current account at 27/4/20			1159.30	
Deposit account at 31/3/20			61589.58	
		Total	£62748.88	
Less Restricted Funds	Coronavirus Grants (held on behalf of Oke Support Group)		£900.00	
For info – funds received (inc in balances above)	WDBC	£200.00		
Less Unpresented cheques/payments				
			£61848.88	
Budget	Annual budget		39550	
	Year to date spend		3400	
	Unspent revenue against allocated budget		£ 36150	
Allocated Reserves	Election	3000.00		
	Meldon Woods	5000.00		
	Old Town Park	5000.00		
	General Reserve	26000.00		
	Beating the Bounds	750.00		
	Equipment replacement	3000.00		
	Meldon Wildlife Day	500.00		
	Allotments	200.00		
			43,450	
		Total	79,600	