



## Okehampton Hamlets Parish Council

Minutes of a Virtual Meeting held at 7.30 pm on Tuesday 7<sup>th</sup> July 2020.

### Councillors Present -

R Maile  
M Cooper  
D Webber  
A Ewen  
M Littlejohns (part)  
B Wood  
J Heard (part)

WDBC – Cllrs A Leach , J Yelland, M Davies

DCC – Kevin Ball

Mrs J Gillard, Parish Clerk

- 1. Members of the Public** – the Chair of the Okehampton & Hamlets Neighbourhood Plan Group was present from the start of the meeting until discussion was completed on item 8.
- 2. Declarations of Interest** – there were no declarations of interest made.
- 3. Apologies** – were received and accepted on behalf of Cllr P Heard.
- 4. Approval of Minutes of previous meeting held on 2<sup>nd</sup> June 2020** – the minutes of the meeting were approved as being an accurate record, proposed by Cllr Cooper , seconded by Cllr Wood, signing of the minutes was deferred until a face to face meeting could take place.
- 5. DCC and WDBC** – to receive any reports/updates from any Councillors present.  
Cllr Ball DCC – reported evaluations of the rail line from Okehampton were taking place. Libraries Unlimited have issued an update re their services which he will circulate to all.  
Cllr Davies WDBC – discretionary business grants, this round of applications ends this coming Friday.  
Cllr Leech WDBC – communications with the communities continues trying to identify those in need of support during the current crisis, there are fears over potential future ‘spikes/lockdowns’.  
Government is looking at how to supplement Local Authorities to bridge funding gaps. WD are also looking at how to keep Community Groups together, sharing experiences and training etc, the Okehampton Cluster is just WDBC members but other areas include Community Groups, looking at aligning set ups to ensure best practice is spread.  
Cllr Yelland WDBC – advised a LOMP has been formulated to enable response locally for any future outbreaks of COVID-19. Planning – the Supplementary Planning Document was adopted on 9<sup>th</sup> June, this adds to the existing Joint Local Plan.

### 6. COVID 19

**6.1 Funding for local organisations/support mechanisms** – to consider any requests for funding from any organisation to assist residents through current situation. No requests received.

**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 1726/20/ARM** Approval of reserved matters following outline approval 2731/15 for the construction of 220 dwellings, public open space, landscape planting, pedestrian, cycle and vehicular links and associated infrastructure, Land to east of Crediton Road. **TO NOTE ONLY – this item is information only at this stage an open meeting is being arranged with the Developers (date to be Minutes 252/1**

**confirmed and published), after which the Council response to the consultation will be made (date to be confirmed and published). No response will be decided at this meeting.**

Submission of application noted, the planning paperwork would be circulate among Councillors before the meeting with Developers. The Clerk advised the meeting date has not yet been confirmed.

**7.2 WDBC 1458/20** erection of shepherds hut for holiday use with associated landscaping, Bees Knees, Stockley, Okehampton. Resolved to support the application however to raise concerns over access which could be overcome by extending the speed restrictions out from Okehampton further to extend past Whitehouse Services. Proposed by Cllr Maile and seconded by Cllr Wood.

**7.3 WDBC 2007/20/PDM** Notification for prior approval for proposed change of use of agricultural building to dwelling house (Class C3) and for associated operational development (Class Q(a+b)) Knowle Farm Barn, Brightley. Noted.

**8. To receive reports from Councillors** attending recent meetings including –

Okehampton Matters – Cllr Wood, a Skype meeting was held, Speedwatch introduction delayed, report from Police stating total number of crimes reduced by 30%

Devon Communities Together – Cllr Wood, 2 meetings have been held focussing on Town and Parish Councils actions to support the community during the crisis. Documents containing further information to be circulated.

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

Cllr Leech discussed the document recently circulated to Councillors; this has recently been discussed by Okehampton Town Council. The Consultant has stated between 8k and 30k is needed to complete the Plan, the less funds available, the more basic the plan will be however it can be added to later. The Town Council are keen to progress the Plan using the funds already allocated to it. Cllr Leech explained that the Joint Local Plan does not include a Development Boundary for Okehampton and that he felt it was essential to have this in place, this could be created within a Neighbourhood Plan. The JLP is also missing Supplementary Planning Guides. The Chair of the Neighbourhood Planning Group stated a lot of work has already been undertaken and that she felt that a completed Plan was much closer being available than many felt. It was agreed that to progress this that a meeting should be held as soon as possible between the Consultant, WDBC, OTC and The Hamlets Council to establish more details and a detailed costing as to the work required. The outcome of which to be discussed at the next meeting of Okehampton Hamlets Parish Council.

**10. Open Spaces**

10.1 Gypsy Corner seat – to discuss and agree way forward for purchase of new bench. Transferred to Part 2 of meeting as quotations to be reviewed.

10.2 Chichacott Cross seat – to receive update on condition of bench and agree repairs if necessary. Transferred to Part 2 of meeting as quotations to be reviewed.

10.3 Old Town Park – to discuss and agree way forward for replacing Interpretation Board on entrance to Park. The Clerk advised the board was in the process of being moved to Cllr Littlejohns property, the name of the original supplier of the board has been ascertained and they have been asked to review the board and quote for a replacement as soon as it has been moved.

10.4 Noticeboards – to discuss renovation works required and agree way forward. The Clerk advised that only 1 contractor has been identified so far that would carry out the work but they could not do the work until the Autumn. Agreed the work could wait until then unless any alternatives could be identified in the meantime.

10.5 Fire hydrant on Tavistock Road, opposite Betty Cottles – to receive update from Clerk on discussions with SWWA. The Clerk advised that SWWA have been advised of an issue of lack of visibility for vehicles leaving Meldon Lane when lorries are using the hydrant to refill with water. SWWA have now responded they have no control over contractors using the hydrant and they will not move the hydrant. Councillors agreed a site meeting was required with SWWA, Highways and Councillors to try and progress this further.

10.6 To receive update on recent work to fallen trees in Meldon Woods and Old Town Park and agree any further actions required. It was reported Craig Banbury had recently undertaken urgent essential storm damage work at both locations. Agreed an inspection of both properties to include Mr Banbury in October. Correspondence had been received regarding closure of the lay-by, the Clerk will respond. Discussion held on improving security arrangements of Meldon Woods and agreed to erect signs saying no overnight camping and no fires

10.7 Tools and equipment for maintenance of Meldon Woods and Old Town Park – to consider if any should be purchased by the Council. Agreed no equipment required at this time.

**11. Beating the Bounds** – to consider arrangements and /or postponement of event including possible deferment of decision until later date. Agreed that due to COVID-19 Restrictions still in place that the event should be postponed until 2021.

**12. VE Day Celebrations** – to consider new arrangements for presentation of mugs. The Clerk advised sufficient stock of the mugs were held if the children within the September intake into the School were included. The Head was keen to hold some sort of event in September if at all possible. Agreed no further actions to be taken until nearer September when current potential restrictions would be known.

### **13. Correspondence**

**13.1** Office of Police and Crime Commissioner – to consider letter (previously circulated) of 5<sup>th</sup> June re nomination of representative for Councillor Advocacy Scheme. Agreed to nominate Cllr Wood.

**13.2** Meldon Viaduct Company Ltd – to consider grant request of £500 towards maintenance of the Viaduct. Resolved to award £500 proposed by Cllr Cooper and seconded by Cllr Ewen.

**13.3** WDBC Public Space Protection Orders, Dog control articles, to consider any response required to Consultation previously circulated. No response to be given

**13.4** Museum of Dartmoor Life – to consider letter re contributions for proposed ‘2020 History in the Making’. Noted.

### **14. To review and adopt updated policies as listed –**

**14.1 Risk Policy** – carried forward to next meeting.

### **15. Finance –**

#### **13.1 Accounts for payment –**

Mrs J Gillard (wages £306.62,	£ 333.71
Expenses £9.99 , mileage £17.10	
HMRC	£ 230.00
Western Web	£ 36.00
Western Web	£ 54.00
GX Accountancy	£ 22.50

Resolved to pay accounts, proposed by B Wood seconded by D Webber

**15.2 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. Carried forward to next meeting as no agreement yet reached.

**15.3 Internal Audit** – to receive update from Clerk on actions suggested in report. Carried forward to next meeting due to unreliability of broadband during 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 Maile.

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

17. To consider letter from Lord Lieutenant of Devon re potential nominations for Queens Birthday Honours List for contributions of work during COVID-19 Pandemic. Cllr Wood left meeting whilst this item was discussed. A name was agreed to be put forward to the Lord Lieutenants Office

18. Items carried over from Public part of meeting

10.1 Gypsy Corner seat – to discuss and agree way forward for purchase of new bench. Quotations reviewed from on line sites and local suppliers websites, resolved to place order with Piers Butt, Piers Sheds and Animal Housing.

10.2 Chichacott Cross seat – to receive update on condition of bench and agree repairs if necessary. Clerk reported that after inspection by carpenters, bench was not worth repairing. Agreed to purchase replacement from Piers Butt.

**19. Date and venue of next meeting** confirmed as Virtual on Tuesday 4<sup>th</sup> August 2020.

The meeting was declared closed at 9.10 pm

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

**Minutes 252/4**