



## Okehampton Hamlets Parish Council

**Minutes of a Meeting held on Tuesday 7<sup>th</sup> September 2021, at 7.30 pm at The Ockment Centre, Okehampton**

**Councillors Present -**

R Maile  
M Cooper  
B Wood  
D Webber  
M Littlejohns  
P Heard

Cllr J Yelland (WDBC) and Cllr L Samuels (DCC)

Mrs J Gillard, Parish Clerk

- 1. Members of the Public** – two members of the public were present, they did not wish to address the meeting.
- 2. Declarations of Interest** – Cllr B Wood declared a personal interest in item 9.3 as he is a Trustee of the Okehampton Community Transport Group.
- 3. Apologies** – were received and accepted from Cllrs A Ewen and J Heard. Apologies were also received from Cllr A Leech.
- 4. Approval of Minutes of previous meeting held on 7<sup>th</sup> September 2021 and 21<sup>st</sup> September 2021** the minutes of the meeting were approved as being an accurate record and were signed by the Chairman, proposed by Cllr Cooper, seconded by Cllr Webber.
- 5. Planning** – to consider and agree response to applications listed below together with any others received up to date of this meeting.
  - 5.1 WDBC Planning Validation Checklist Consultation** – to consider and agree response to the Consultation (details previously circulated). Document studied by Cllr Wood, Councillors agreed he draft a response on behalf of the Council for submission via The Clerk.
  - 5.2 WDBC New premises Licence** application, Plymouth Inn, Okehampton, to consider if response required acknowledging that property is not within Okehampton Hamlets. Noted.
  - 5.3 Men in Sheds** – update on application. No further information has been received therefore no action required until this is received.
  - 5.4 DNP 21/0053** – Tree Preservation Order West Okement Valley, application to carry out works at Okehampton Castle. Resolved to support application, proposed by Cllr Wood, seconded by Cllr Cooper.
  - 5.5 WDBC – 1324/21/FUL** St James Primary School, invitation to attend WDBC Site meeting on Thursday 7<sup>th</sup> Oct, 10am, agreed Cllr Cooper attend, deputy to be Cllr Wood.
  - 5.6 WDBC 1391/21/ARM** – Parcel 4a Crediton Road, notification of WDBC DM meeting on 12<sup>th</sup> October when application will be considered.
  - 5.7 WDBC 3581/21** – Parcel 3a and b, Crediton Road, notification of WDBC DM meeting on 12<sup>th</sup> October when application will be considered.
- 6. DCC and WDBC** – to consider the Councillors written reports/updates.

Written reports from Cllr Samuels DCC and Cllr Yelland WDBC previously circulated and published on website. Disappointment was expressed that the trial 3 weekly collection of black bags was stopping, Cllr Yelland explained this was due to the impacts of Covid19 and there are likely to be

changes on waste collections happening nationally which may impact also.  
Cllr Leech advised by email that the graffiti on Charlottes Bridge is being removed by DCC and they are replacing the plaque which will be placed at high level and also installing a new top rail with Charlottes Bridge inscribed into it all at DCC cost.

## **7. Neighbourhood Planning**

7.1 to receive an update on joint Okehampton Plan including agreement on budget availability for Consultants work. One meeting via Zoom has been held recently with another due to take place later this week. The Clerk advised she had taken professional advice on the engagement of the Consultant and stated the original Engagement Letter covers the work required although it is acknowledged the last Group meeting was not held in accordance with the revised Terms of Reference but that it is hoped the meeting due this week will resolve that issue.

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

Okehampton United Charity attended by Cllr Cooper, no items to report to this Council.  
Okehampton Wellbeing Group attended on Zoom by Cllr Wood, technical issues resulted in a disappointing meeting, next meeting will be face to face which will be helpful.  
DALC Conference – part of Day 1 attended by Cllr Wood today, days 2 and 3 to follow later this week, a full report will be given at the next Council meeting.  
OkeRail Celebrations attended by Cllr Maile – very well organised, all looking forward to opening of Rail line.

## **9. Correspondence**

**9.1 WDBC Draft Memorandum of Understanding with Parish Councils** – to consider draft document and agree response. Councillors agreed it was a positive to have such a document and that it had been well drafted and would enter into it. Resolved to endorse it, proposed by Cllr Wood, seconded by Cllr Maile.

**9.2 Okehampton United Charity** – to consider appointment of OHPC nominated Trustee due to expiry of term of current nominee on 19<sup>th</sup> October 2021. Cllr Cooper proposed that Mr Philip Davies be appointed, seconded by Cllr Wood, all in agreement.

**9.3 Okehampton District Community Transport Group** – to consider grant application for £ 1000 for continuation of services to the community. Cllr Littlejohns took over the Chair for this item and Cllr Wood took no part in the discussion. Resolved to award the sum of £1000, proposed by Cllr P Heard, seconded by Cllr Webber, 5 in favour, 1 abstention.

**9.4 2443 Okehampton Squadron Air Training Corps** – to consider grant application for £300 towards costs of provision of two flight simulators. Resolved to award the sum of £300, proposed by Cllr Wood seconded by Cllr Cooper.

**9.5 WDBC Consultation on Draft Gambling Statement of Principles** – to consider statement and agree response. Resolved to support document, proposed by Cllr Wood, seconded by Cllr Maile.

**9.6 Dartmoor National Park Bylaws Consultation** – to agree response to consultation. Agreed the changes are a great improvement particularly those relating to dogs although 6 dogs is still a high number for one person to control. Concerns over clarity on what fires are considered safe. Clerk to respond with those comments. Proposed by Cllr Wood, seconded by Cllr Littlejohns.

## **10. Finance –**

### **10.1 Accounts for payment –**

Mrs J Gillard (wages £1130.67 in backdated wages, mileage £31.95, Exp £2.25),	£1164.87
GX Accountancy	£ 40.21
HMRC	£ 684.95
PKF Littlejohn LLP	£ 240.00
WDBC (dog bin emptying)	£ 477.36
WDBC (dog bin emptying)	£ 95.47

**10.2 External Auditor Report** – to note completion of Review and contents of report, and to note publication of ‘Notice of Conclusion of Audit’ on 28<sup>th</sup> September 2021. No issues raised by Auditor, report Noted.

**10.3 Annual budget** – initial discussion on budget and any potential new items for inclusion 2022/23 Cllr Wood suggested that consideration be given to the employment of an individual for say 1 or 2 days per month to undertake work in the Council’s Open Spaces eg erecting signs, coppicing, maintenance work etc. To be discussed further when setting the budget.

## **11. Environmental issues**

11.1 Odours in East Okehampton area – to discuss recent issues and agree actions to be taken. No recent issues highlighted.

11.2 Abbeyford Woods Sewage Pipe – to discuss responses received from SWWA. Agreed to acknowledge responses and advise the Council would be monitoring the situation on an ongoing basis.

**12. Queens Platinum Jubilee Celebrations** – to receive update from Clerk and Cllr Cooper on arrangements. No meetings of Working Group since last reported. Cllr Cooper advised viewing the beacon from Okehampton Showground would appear to be an option subject to the Show Committee’s approval.

## **13. Open Spaces.**

**13.1 Open Spaces Working Group** – to receive update, members of the Working Group have undertaken a walk through OTPLNR to review trees identified as requiring work, agreed Clerk to prepare tender documents for the work required when all work confirmed. .

**13.2 Dartmoor Marshalls** – to receive update on patrols. These have now finished as per arrangements made, reports of last few weeks patrols awaited. Agreed the patrols have been successful and that continuation of them should be considered for next year with the frequency and dates of patrols reviewed, proposed by Cllr P Heard, seconded by Cllr Littlejohns.

**13.3 Meldon road signage, bridleway signage** – to discuss any signs required. Agreed speed limit signs required, Clerk to investigate potential insurance issues and liase with OUC on types of signage they are purchasing.

**13.4 Update on abandoned vehicle in Aplite Quarry Car Park.** The Clerk reported this vehicle has now been disposed of for scrap, approximately £90 is due to be received for the scrap however Clerk’s time costs on dealing with this issue are in excess of that figure, agreed to write these additional costs off. Clerk to claim for additional hours worked.

**13.5 Old Town Park Local Nature Reserve** – update on work carried out by ORIG. The Chairman advised the Group has visited the area twice recently, Himalayan Balsam has been removed and new dormouse boxes erected.

**13.6 Camping in Meldon Woods** – noted this has happened twice recently in the area close to the footbridge.

**14. Updates on Flood Plan and Snow Plan and actions required.** – check of grit bins needed. It was reported the grit bin on Upcott Hill has been damaged, Cllr Ewen has volunteered to repair this. Cllrs Ewen and Wood to check supply of grit already in bins, Cllrs P Heard and Litlejohns to check supplies in bags to ascertain if new supplies required.

**15. Clerks Report August 2021** – Clerk to answer any questions raised by Councillors. The Clerk asked Councillors for their views on the item on format for receiving WDBC and DCC reports, agreed they would like to receive these in written format in advance of meetings but that it was always helpful for DCC and WDBC to attend Council meetings to give any new information and answer questions. Effectiveness of this system to be reviewed in 6 months.

**16. Open Meeting** – Tuesday 19<sup>th</sup> October 2021, 7.30pm Meldon Village Hall, to finalise guest speakers and arrangements. Speakers confirmed Network Rail, Tor Support Services and Airband. Agreed notice of event to be placed in Okehampton Times, Cllr Cooper and Clerk to organise refreshments.

**PART TWO**

Items which may be taken in the absence of the press and public.

The Council 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 Maile, seconded by Cllr Webber.

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

**18. Neighbourhood Planning** - to receive update from Clerk, to discuss confidential correspondence/items of information received from Okehampton Town Council. The Clerk advised a letter had been sent to OTC following discussions at the last Council meeting, the Group is due to meet later this week and the Clerk will be attending.

**19. To confirm Date and venue of next meeting** – Open Meeting, Tuesday 19<sup>th</sup> October 7.30 pm with the next monthly meeting Tuesday 2<sup>nd</sup> November 2021 at Meldon Village Hall.

The Chairman closed the meeting at 9.05pm.

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