



Okehampton Hamlets Parish Council

Minutes of a Meeting held on Tuesday 7th December 2021, at 7.30 pm at
Meldon Village Hall, Meldon, Okehampton

Councillors Present -

R Maile
B Wood
A Ewen
J Heard
P Heard
M Littlejohns
M Cooper

Mrs J Gillard, Parish Clerk

The Chairman suspended Standing Orders from 7.30 to 7.35 to allow refreshments to be provided to the public.

1. Members of the Public – there were 5 members of the public present. One member of the public raised the issues being created by the Barratt Home Development opposite Meldon Fields and advised a meeting had been arranged for later this week with the Construction Director to help resolve the problems. Cllr Wood agreed to attend this meeting on behalf of the Council.

2. Declarations of Interest – there were no declarations of interest made.

3. Apologies – apologies were received and reasons accepted by Cllr Webber, apologies were also received from Cllr L Samuels (DCC), Cllrs Yelland and Leech (WDBC)

4. Approval of Minutes of previous meeting held on 2nd November 2021 the minutes of the meeting were approved as being an accurate record and were signed by the Chairman, proposed by Cllr Ewen, seconded by Cllr Maile.

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

5.1 Men in Sheds – update on application. See Clerks Report and to consider resolution contained therein. Noted and to be discussed under agenda item 15.

5.2 WDBC 4197/21/FUL construction of new external pallet store at the existing Forthglade Foods Production site, Dartmoor View, Okehampton. Resolved to support application, proposed by Cllr J Heard, seconded by Cllr Littlejohns, all in favour.

6. DCC and WDBC – to consider the Councillors written reports/updates. Written reports from Cllr Samuels (DCC) previously circulated together with reports from Cllrs Leech and Yelland (WDBC). Councillors agreed with issues raised in Cllr Leech's report and requested Clerk to contact WDBC Planning re apparent lack of footpath from new roundabout in Crediton Road to Broom Park.

7. Neighbourhood Planning

7.1 to receive an update on joint Okehampton Plan. Meeting held in November where feedback from Consultants was reviewed, various actions arising from this. Invoice for Consultants work received, Councillors confirmed approval already given for payment of the Council's share of this. Cllr Leech (OTC) has resigned from the Group, OTC have not yet appointed replacement. Further meeting of the Group taking place this week.

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

Remembrance Day Parade and Service – see Clerks report. It was reported that 3 Councillors attended the Parade. Resolved that the donation to the RBL of £50 made by the Clerk at short notice be reimbursed to her. The amount being in line with previous donations made, proposed by Cllr Wood, seconded by Cllr J Heard.

Councillor Advocate Scheme, Devon & Cornwall Police, meeting attended by Cllr Wood who received a certificate of recognition and appreciation of his service to communities.
Sticklepath to Okehampton Cycle Route meeting attended by Cllr Cooper, Group are still raising funds to cover costs of Feasibility Study.
Okehampton Matters – meeting taking place 15th December to be attended by Cllr Maile.

9. Correspondence

- 9.1 Everything Okehampton – to consider grant request for £1000 towards Christmas Lights erection and fitting for Okehampton. Resolved to award the sum of £1000, proposed by Cllr Wood, seconded Cllr Ewen. All in favour.
- 9.2 WDBC Superlinks Meeting, 7th Dec 2021, 6 – 7 pm, agree attendees and any agenda items for discussion. Meeting attended by Cllrs Wood, Ewen, Maile and Cooper and the Clerk. Slides and recording to be distributed to all.
- 9.3 WD Broadband Champion – to agree nomination and attendance at webinar. Agreed Cllr Ewen to liaise with representative already nominated for Brightley to ascertain if he would act on behalf of a wider area within The Hamlets.
- 9.4 Devon & Somerset Fire Rescue Service – to consider response to Consultation on draft Community Risk Management Plan. Response deferred until January meeting.
- 9.5 Clerk advised email received from Persimmon Homes subsequent to issue of agenda requesting Street Names for their new Exeter Road development. Councillors to consider potential names which will then be agreed at January meeting.

10. Finance –

10.1 Accounts for payment –

Mrs J Gillard (wages £487.03, mileage £16.65, Exp £50), (see Clerks report)	£ 553.68
SLCC Membership Renewal	£134.00
Western Web	£ 76.80
B C W Products	£ 330.48

Payments noted and authorised.

10.2 Grants Policy – initial discussion to review temporary changes made for this financial year and agree if amendments should be considered. Councillors to give this further consideration and to be discussed again in January meeting in conjunction with finalisation of budget for 2022/23.

10.3 Annual budget – initial discussion on draft budget and any potential new items for inclusion 2022/23. Resolved to discuss within Part 2 of the meeting as several items include sensitive information affecting working partners with the Council, proposed by Cllr Wood, seconded by Cllr Cooper.

11. Environmental issues

- 11.1 Odours in East Okehampton area – to discuss recent issues and agree actions to be taken. Reported there have been recent issues, Cllrs Ewen and Cooper to forward their records of these to Clerk for amalgamation and review at next meeting and this to be followed up with meeting with Management at Forthglade.
- 11.2 Exeter Road ‘Blue bridge’ – to receive update. Graffiti reported to DCC, awaiting update from them.

12. Queens Platinum Jubilee Celebrations – to receive update from Clerk and Cllr Cooper on arrangements. Cllr Cooper advised she was unable to attend the recent meeting held. The timing of the Thanksgiving Service has been changed. The Working Group wished to purchase water bottles incorporating the logos of OTC and OHPC, Councillors agreed to give permission for the OHPC logo to be used, proposed by Cllr Wood, seconded by Cllr J Heard. The Chairman of Okehampton Show has indicated that their Executive Committee would consider a request to use the Showfield for viewing of the Beacon. This request to be put in writing.

13. Open Spaces.

13.1 Open Spaces Working Group – to receive update including StOC volunteers offer of coppicing work on 28th January and to agree site. Site options provided by Matt Parkin and Ian, agreed Working Group to meet in early January to agree site. Council welcomed the support from StOC.

13.2 To discuss work identified by one Contractor on Beech Tree in OTPLNR. Agreed when contractor appointed to undertake work in 17.1 below, that they be asked to add this to the list of work required.

14. Updates on Flood Plan and Snow Plan and actions required. – No work undertaken on Flood Plan. Cllrs Ewen & Wood reported the Grit Bin on Upcott Hill had been badly damaged by a vehicle, agreed this to be replaced together with purchase of second bin to hold as a spare. No new supplies of grit required at this time. Agreed that the bins be numbered together with a notice being placed on each one advising contact details to enable members of the public to report if bin empty.

15. Clerks Report November 2021 – Clerk to answer any questions raised by Councillors to include discussion on Okehampton & Hamlets Community Archive project and to agree Clerks time towards creation of Business Plan. Resolved that Clerk could commit working time to Archive Project, proposed by Cllr Wood, seconded by Cllr Ewen.

Men in Sheds Planning Application – in addition to information on report, Clerk advised she was now aware the Group had met with their landlords (OUC) to discuss the situation. It was resolved - This Council will not consider supporting a planning application by Okehampton Men In Sheds for an extension to their existing building unless the Group can evidence written support for their plans from their landlord Okehampton United Charity’. Proposed by Cllr Wood, seconded by Cllr Littlejohns, all in favour.

PART TWO

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

‘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 J Heard, seconded by Cllr P Heard.

16. Code of Conduct – Councillors individual communication with outside parties. Councillors were reminded of the requirements of the Code.

17. Open Spaces

17.1 to review quotes for work required in Meldon Woods and Old Town Park Local Nature Reserve, agree contractor to appoint and to agree resource required for overseeing this work. Councillors resolved to offer the work at OTPLNR to James Baulch and the work at Meldon Woods to Oaklands Tree Services with any requirement for emergency work to be offered to either of those 2 contractors at the time. Proposed by Cllr J Heard, seconded by Cllr Littlejohns, all in favour. It was also agreed that the work at both sites be overseen by Mr M Parkin in conjunction with 2 Councillors. Clerk to liaise with Mr Parkin for hourly rate of pay and for him to be appointed for a maximum of xxxxxx, work to be completed by end of February.

17.2 to receive update on quotes for work to track at Aplite Quarry and to agree next steps. Second quotation reviewed, agreed to delay any decisions until final quote received.

9.30 pm on the proposition of the Chairman it was agreed to suspend Standing Orders due to the length of time of the meeting

10.3. Annual Budget – all items on the draft budget were considered and discussed, no decisions made other than agreement that it would not be possible to retain all items or amounts of expenditure, reductions would have to be made from the draft. Clerk to issue copies of draft to all Councillors for all to consider before finalisation at next meeting.

18. To note current WDBC Enforcement cases list and information. Contents of list noted.

19. To confirm Date and venue of next meeting- Tuesday 4th January 2022

The Chairman closed the meeting at 9.50 pm.

Signed Date **Minutes 271/3**