



Okehampton Hamlets Parish Council

Minutes of a Meeting held on Tuesday 4th January 2022, at 7.30 pm at Meldon Village Hall, Meldon, Okehampton

Councillors Present -

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

Mrs J Gillard, Parish Clerk Absent – Cllr J Heard

1. **Members of the Public** – there were 3 members of the public present, no questions were raised.
2. **Declarations of Interest** – there were no declarations of interest made.
3. **Apologies** - apologies were received from Cllr L Samuels (DCC), Cllrs Yelland and Leech (WDBC). Apologies were received from Cllr M Davies (WDBC) following the meeting, he was unable to attend due to health concerns.
4. **Approval of Minutes of previous meeting held on 7th December 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 P Heard.
5. **Planning** – to consider and agree response to applications listed below together with any others received up to date of this meeting.
 - 5.1 Persimmon Homes Development, Exeter Road – to agree 5 new Street Names for Development, brief discussion held, deferred until end of main part of meeting to give more time for thoughts.
 - 5.2 Persimmon Homes Development, Exeter Road – to note and agree any actions required re removal of hedge adjacent to Exeter Road. The removal of the hedge has been raised to WDBC planners, awaiting their response. See also Cllr Leech's WDBC report.
 - 5.3 WDBC 4413/21/FUL Removal of conservatory, porch and lean-to utility/cloakroom and construction of two storey extension, conversion of existing loft area to provide additional accommodation (part retrospective), Caerlan, Stockley, Okehampton. Resolved to support application, proposed by Cllr P Heard, seconded by Cllr Littlejohns, all in favour.
6. **DCC and WDBC** – to consider the Councillors written reports/updates. Cllr Samuels advised she had no items to report on, written report received from Cllr Leech, councillors to wait for updates on the items covered.
7. **Neighbourhood Planning**
 - 7.1 to receive an update on joint Okehampton Plan . Cllr Wood advised a further meeting had taken place in December with another taking place next week when the Draft Plan which has been significantly updated by Alison Duckers will be reviewed.
8. **To receive reports from meetings attended by Parish Council representatives including** –
Turf cutting ceremony Okehampton Special Needs School – Cllr Littlejohns attended in the absence of Cllr Wood, successful event, school due to open January 2023, and expected pupil numbers 200.

9. Correspondence

9.3 WD Broadband Champion – to agree nomination and attendance at webinar. Cllr Ewen to liaise with nominated Champion in Brightley to ascertain if they would cover a wider area.

9.4 Devon & Somerset Fire Rescue Service – to consider response to Consultation on draft Community Risk Management Plan. Agreed Councillors to submit individual responses if they wished to do so.

9.5 WDBC Capacity for EV Chargers on Parish Council Owned Ground – survey to ascertain information, Clerk to advise of land owned at Meldon however it is acknowledged it is unlikely to be suitable due to lack of nearby electricity.

10. Finance –

10.1 Accounts for payment –

Mrs J Gillard (wages £487.03, mileage £13.05)	£500.08
HMRC	£365.40
GX Accountants	£ 30.70
Westcountry Grounds Maintenance	£216.00
Western Web	£ 257.92
Okehampton Town Council (NP Consultants fee)	£ 95.00

10.2 Grants Policy – discussion to review temporary changes made for this financial year and agree if amendments should be implemented. Agreed that usual maximum amount of Grant awarded to return to £500 at the start of the 2022/23 financial year. Clerk to amend Terms and Conditions for formal adoption at next meeting.

10.3 Annual budget – to review and agree draft budget 2022/23. After review of previously circulated ideas and discussion on the items, it was proposed by Cllr Wood and seconded by Cllr Webber to set budget at £41,850, and a total reserves figure of £35,000. Many lines on the budget were either reduced considerably or removed in order to reduce the budget figure required.

10.4 Precept 2022/23 – to set precept for 2022/23. Based on the figures above, it was resolved to set a precept at £24,200, resulting in a Band D tax figure of £41.14, a rise £1.22 per annum or 3.05% increase which is below the current Retail Price Index. Proposed by Cllr Wood, seconded by Cllr Webber, all in favour.

11. Environmental issues

11.1 Odours in East Okehampton area – to discuss recent issues and agree actions to be taken. Awaiting Cllrs Ewen and Cooper to forward list of dates to Clerk, no recent issues reported.

11.2 Exeter Road ‘Blue bridge’ – to receive update. No update from DCC, Clerk to chase.

12. Queens Platinum Jubilee Celebrations – to receive update from Clerk and Cllr Cooper on arrangements.

Cllr Cooper was not able to attend the last meeting. Costs for a souvenir brochure have been received, these will be reviewed at the next meeting. Costs for a large screen and video feed will be in the region of £2500, it was agreed costs need to be reviewed by the Working Group before any decisions can be made.

13. Open Spaces.

13.1 Open Spaces Working Group – to receive update including StOCK volunteers offer of coppicing work on 28th January and to agree site. Agreed to hold a meeting of the Open Spaces Working Group to view potential sites, also identify location for new speed limit signs and view Beech Tree requiring work in Old Town Park, suggested date 12 Jan at 2 pm

13.2 To receive update on works required to trees at Old Town Park and Meldon Woods. Both contractors have agreed to take on the work needed. Old Town Park work provisionally starting 24th Jan, Meldon starting 3rd Feb.

14. Updates on Flood Plan and Snow Plan and actions required.

14.1 To consider correspondence received from DCC Highways re ongoing maintenance. Clerk reported she has advised DCC what bins have been purchased and now awaiting to hear from them. Agreed clarification required from them on potential costs should they take over responsibility. Clerk reported the two new bins have been received, one replacement for Upcott Hill and one spare which could potentially be used in Meldon Fields. No actions taken place on Flood Plan.

15. Clerks Report December 2021 – Clerk to answer any questions raised by Councillors. No questions raised.

16. Item 5.1 revisited – Suggested names – Well Road (clarification required to ascertain if this was already in use, Bluebell View, Viaduct Close, East Hill Rise, Charlottes Lane/Road (providing permission is obtained from family) Queen Elizabeth/Elizabeth Road. Names to be submitted do Developers for consideration.

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 Ewen, seconded by Cllr Littlejohns.

17. Open Spaces

17.2 to receive update on quotes for work to track at Aplite Quarry and to agree next steps. No further quotes received. Agreed not to progress this further at the current time.

17.3 Grass cutting 2022 – to discuss quotes received and agree next steps. Both previously appointed Contractors have agreed to continue their areas of grass cutting at the same costs as the current financial year. As they were both appointed at the last formal tender process and as costs not increased, agreed to reappoint both for coming year.

17.4 Shed Rent 2023 – to agree and set rent for 2023. Resolved to retain rent at £450 pa, proposed by Cllr Ewen, seconded by Cllr Littlejohns, all in favour.

18. To note current WDBC Enforcement cases list and information. Noted.

19. To confirm Date and venue of next meeting- Tuesday 1st February 2022

The Chairman closed the meeting at 9.10 pm.

Signed Date