



Okehampton Hamlets Parish Council

Members of the Public are reminded they are welcome to attend the meeting, they are only entitled to speak during the Public session (item 2 on the agenda) for a maximum of three minutes, a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.

To all Members of the Council

You are hereby summoned to attend the Annual Council Meeting of the Council to be held at 7.30pm on Tuesday 3rd May 2022 at the Meldon Village Hall, Okehampton

Jane Gillard date 27/04/2022

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.

1a. Election of Officers:

Chairman – followed by Declaration of Acceptance of Office
Vice Chairman - followed by Declaration of Acceptance of Office
Committee representatives - (names in brackets of current representatives)

Meldon Hall
Okehampton Matters (Cllrs Wood and Maile)
Okehampton Neighbourhood Planning Group (Cllrs Wood, Cooper & Ewen)
Okehampton Sports and Open Spaces Recreation Group (Cllr Ewen, J Heard)
Platinum Jubilee Celebrations Working Party with OTC (Cllr Cooper)
Beacon Path Committee (Cllr Cooper)
OkeRail (Cllr Wood)
Northern Links

1b. Election of Planning Committee - appointment of members (4) to include Chairman

1c Election of Open Spaces Working Group Members – appointment of 4 Councillors to include Chairman and community members

1. Members of the Public –

2. Declarations of Interest -

3. Apologies

4. Approval of Minutes of previous meeting held on 5th April 2022 and extra ordinary meeting held on Tuesday 19th April 2022 and Annual Parish Meeting held on 19th April 2022

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

5.1 Application to name new roads – RP31839 to consider names suggested as previously circulated or agree alternatives if suggestions not approved.

5.2 WDBC 0957/22/HHO Household application for single storey replacement rear extension and new dormers front and rear, South Narraton, Narratons Road, Okehampton. Consultation as a neighbouring Parish.

5.3 DNP 0126/22 Construction of a 3m x 6m garage. To be built using blocks. Finished in Render painted white with a slate roof. Removal of a 3m x 1.2m wooden shed, The Archway, Kersleigh Court, Meldon

5.4 WDBC 4117/20/HHO 8 Kellands Lane, Okehampton – to note an appeal has been lodged.

6. DCC and WDBC – to consider the Councillors written reports/updates.

7. Neighbourhood Planning

7.1 to receive an update on joint Okehampton Plan

8. To receive reports from meetings attended by Parish Council representatives including –
Opening of A30 Business Park Official opening

9. Correspondence

9.1 DNP – to consider written report re DNP Heritage Bid for funding and agree support as requested (report circulated prior to meeting)

9.2 2443 Squadron Visit invitation – 9th May 2022, to agree 2 Councillors to attend on behalf of OHPC

9.3 Community Speedwatch – to consider offer to attend a Council Meeting

9.4 Tor Support Services – to consider grant request of £1000 to support provision of services provided.

10. Finance –

10.1 Accounts for payment –

Mrs J Gillard (wages £591.27, mileage £13.50) £ 604.77

Tindle Newspapers £ 14.35

Oak Valley Tree Services (see Open Spaces Part 2)

10.2 Review of Fixed Asset Register as at 31/3/22

10.3 External Audit – review and approval of Annual Governance Statement

10.4 To Review and adopt year end accounts 2021/22 and review and approve Annual Accounting Statements

10.5 To agree Bank Reconciliation as at 31/3/2022

10.6 Insurance renewal, review renewal papers and agree renewal terms

10.7 NALC Payscale – to review SCP grade of Clerk. Currently SCP 22, £14.30 per hour,

11. Council documentation – to review, amend as necessary, and a reminder to Councillors of contents of policies and documents – (current versions to be viewed on OHPC Website)

11.1 Financial Regulations

11.2 Members Code of Conduct

11.3 Statement of Internal Control

11.4 Standing Orders inc Covid19 Addendum

12. Environmental issues

12.1 Mud on highways, Crediton Road and Exeter Road Industrial Estate, to note any new issues

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

14. Open Spaces.

13.1 To agree date for Working Group meeting

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

16. Clerks Report April 2022 – Clerk to answer any questions raised by Councillors and to consider – Litter Pick/Spring Clean – agree date if to proceed

17. Future Meeting Dates and Venues – to confirm dates and venues (draft previously circulated)

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.’

18. Open Spaces –

18.1 to discuss and authorise payment of invoice received for Tree Survey conducted in 2020/21 and agree ongoing frequency for tree surveys.

18.2 To review quotations received for erection of replacement dog waste bin at Fatherford and appoint contractor.

18.3 To discuss quotes received for repairs to track below Aplite Quarry Car park and to agree if work should be undertaken and appoint contractor if agreed

19. Community Governance – to consider comments made by a member of the public at previous meeting and subsequent correspondence and to discuss potential ways forward. No resolution to be passed as this would be proposed in the public part of a future meeting.

20. To note current WDBC Enforcement cases list and information.

21. To confirm Date and venue of next meeting Tuesday 7th June 2022

Okehampton Hamlets Parish Council - Bank Reconciliation

Current account at 25/04/22			885.63	
Deposit account at 25/04/22			64176.97	
		Total	£65062.60	
Less Restricted Funds	Coronavirus Grants (held on behalf of Oke Support Group)		£ 502.97	
For info – funds received (inc in balances above)	WDBC	12,100.00		
Less Unpresented cheques/payments				
			£64559.63	
Budget	Annual budget		41850	
	Year to date spend		2470	
	Unspent revenue against allocated budget		£39380	
Allocated Reserves	Election	3000.00		
	Meldon Woods	4500.00		
	Old Town Park	4500.00		
	General Reserve	20000.00		
	Equipment replacement	3000.00	35000	
		Total	74380	