



Okehampton Hamlets Parish Council

Minutes of a Meeting held on Tuesday 7th June 2022, at 7.30 pm at Meldon Village Hall, Meldon, Okehampton

Councillors Present -

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

Also present – Cllr M Davies and Cllr J Yelland (WDBC), Mrs J Gillard, Parish Clerk

Absent – Cllr D Webber

1. **Members of the Public** – there were 2 members of the public present together with representatives of Dartmoor National Park Authority.
James Sharpe and Jen Manning, Dartmoor National Park gave a presentation on their Heritage Bid Application and Gateway Towns Pilot project. Copy of presentation slides available. Councillors confirmed their support for the project and await the outcome of the Bid.
 2. **Declarations of Interest** – there were no declarations of interest made.
 3. **Apologies** – apologies were received and accepted from Cllr J Heard.
 4. **Approval of Minutes of previous meeting** held on 3rd May 2022 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 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 WDBC 1111/22/HHO Householder application for alterations to existing conservatory, 5 Baldwin Drive, Okehampton, consultation as neighbouring parish. Noted, no comments to be submitted.
 - 5.2 WDBC 0989/22/HHO Householder application for 2 storey extension, 9 Steeperton Close, Okehampton, consultation as a neighbouring parish. Noted, no comments to be submitted.
- 7.50pm Cllr P Heard arrived.
6. **DCC and WDBC** – to consider the Councillors written reports/updates. Written reports and updates received from Cllr Yelland and Cllr Leach, circulated prior to meeting. No questions arising.
 7. **Queens Platinum Jubilee Celebrations** – to receive report on events. All agreed the Beacon lighting was a very successful event, a good team effort from the Council and particular thanks to all others involved including, D Gillard, A Wood, P Maile, D Stanbury, T Ewen. Draft expenses account noted, it was agreed replacement parts for the Rugby Club spotlights to replace that went missing should be organised and that additional 10 hours should be paid to Clerk. Thanks to all performers, the bar and caterers. Souvenir water bottles and programmes are still available to be purchased.

8. Neighbourhood Planning

8.1 to receive an update on joint Okehampton Plan, another meeting has been held with the next due later this week.

8.2 To approve draft protocol for OHNPG expenditure June 2022 (see Clerks report). Resolved to adopt the revised protocol as circulated, proposed by Cllr Wood, seconded by Cllr Cooper.

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

Okehampton Matters – attended by Cllrs Maile and Wood, Insp Mike Warriner was present, issues discussed included Speedwatch, anti social behaviour, Lets Talk Teenagers initiative.

OTC Mayor Choosing – attended by Cllr Wood

Defibrillator Training at Meldon Village Hall – useful session attendees included Cllrs Wood & Cooper

Devon Communities Together Resilience Form – attended by Cllr Wood

10. Correspondence

10.1 DNP invitation to S106/Viability Quick Guide, training, and designed Local Plan event on 30th June – to note Cllrs Cooper and Littlejohns have volunteered to attend. Noted.

10.2 DCC Highways – to consider correspondence received and agree any actions agreed re request for reduced speed limit through Brightley. Agreed to support a request to introduce 40mph limit and to consider Vehicle Activated Sign at a later date.

11. Finance –

11.1 Accounts for payment –

Mrs J Gillard (wages £525.53, mileage £21.60)	
Expenses £201.53)	£748.66
M Bailey	£ 88.00
Westcountry Grounds Maintenance	£ 72.00
Broadbury Landcare	£ 145.00
Ellis Event Power Services	£ 378.00
Ian Kempzell	£ 150.00

11.2 Internal Audit – to review report and agree actions required and to consider appointment of auditor for 2023 Audit. The Clerk reported the small number of minor points raised have all been successfully resolved. Clerk to investigate options for replacement auditor.

12. 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)

12.1 Freedom of Information Act – Publication Scheme, resolved no amendments required, proposed by Cllr Wood, seconded by Cllr Littlejohns.

12.2 Anti-Fraud and Corruption Strategy, resolved no amendments required, proposed by Cllr Wood, seconded by Cllr Littlejohns.

13. Environmental issues

13.1 Mud on highways, Crediton Road and Exeter Road Industrial Estate, to note any new issues, no new issues reported, ongoing monitoring to continue.

14. Open Spaces.

14.1 To agree date for Working Group meeting, Clerk to liaise with Cllr J Heard, items raised for discussion – improved signage, map of official paths. The Clerk reported all bird boxes or dormice boxes have now been used and no spares held.

14.2 The Clerk advised she was still in discussions with Redrow and their Management Company re dog bins on the new development, agreed additional bins were required.

14.3 Noted that SToC have volunteered to undertake work in Meldon Woods and Old Town Park, agreed all that was needed currently was removal of Himalayan Balsam, with holly and beech in inappropriate places. Additional work to be agreed when Working Group meet.

15. Updates on Flood Plan and Snow Plan and actions required. No updates

16. Clerks Report May 2022 – Clerk to answer any questions raised by Councillors and to consider recommendation re Okehampton & Hamlets Archive project. Agreed a replacement spring for Aplite Quarry car park gate to be purchased – Cllr Littlejohns to action. Resolved to adopt the recommendation in Clerks Report re archiving of materials to Devon Archive Centre on a loan basis, proposed by Cllr Wood, seconded by Cllr Littlejohns,

17. Future Meeting Dates and Venues – to note revisions required due to Clerks commitments and to agree appointment of locum clerk for August meeting. Noted the July and August meeting would be second Tuesday of the month with October date returning to the first Tuesday. Agreed a locum Clerk be appointed for the August meeting.

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 Cooper, seconded by Cllr Littlejohns

18. Open Spaces –

18.1 To receive an update from the Clerk following decisions made at last meeting. A response was still awaited from Aggregate Industries, to be carried forward to next meeting.

19. Community Governance – to discuss potential ways forward. No resolution to be passed as this would be proposed in the public part of a future meeting. Agreed an updated resolution is required and that a draft be circulated prior to being included as a formal resolution at the next meeting.

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

21. To confirm Date and venue of next meeting Tuesday 12th July 2022 at Meldon Village Hall

The Chairman declared the meeting closed at 9.15 pm

Signed Date