



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 Meeting of the Council to be held at 7.30pm on Tuesday 4th April 2023 at The Links Room, Okement Centre, Okehampton

Jane Gillard, Parish Clerk, dated 29 /03/2023

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.

1. **Members of the Public** – (maximum time limited to 3 minutes per person)
Residents are invited to give their views and question the Parish Council on issues on this agenda, or to raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself.
2. **Declarations of Interest -**
3. **Apologies –**
4. **Approval of Minutes of previous meeting** held on 7th March 2023
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 0266/2023/HHO** Householder application for proposed conservatory, 5 Kellands Lane, Okehampton
 - 5.2 **WDBC 0664/23/VAR** – Application for variation of conditions 2 (approved drawings) and 4 (fence details) and removal of condition 5 (surface water drainage) of planning consent 2342/2019/FUL to allow for improved privacy for neighbours and address drainage restrictions within the site, St James Church of England Primary School, Fort Road, Okehampton
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 –**
DCC Regeneration Project
9. **Correspondence**
 - 9.1 **DNPA – Nomination of Parish Members to DNPA Authority** – to agree any nominations and to delegate authority to Clerk to complete nomination form after May elections.

10. Finance –

10.1 Accounts for payment –

Mrs J Gillard wages £560.27, travel	
£32.40 , Exp £29.60	£ 622.27
The Sign Shed	£ 17.85

10.2 Review of Fixed Asset Register as at 31/3/23

10.3 External Audit – review and approval of Annual Governance Statement

10.4 To Review and adopt year end accounts 2022/23 and review and approve Annual Accounting Statements

10.5 To agree Bank Reconciliation as at 31/3/2023

11. Environmental issues

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

11.2 To discuss drainage issues at Alfordon Lodge, item raised by Cllr Ewen

12. Open Spaces.

12.1 To receive update from Working Group

12.2 To receive update from work recently undertaken by StOC

12.3 Grey Squirrel Management Training – to receive update

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

14. Clerks Report March 2023 – Clerk to answer any questions raised by Councillors and to agree actions in connection with –

15. King Charles III Coronation – to receive an update and agree actions to be taken.

16. Okehampton Celebrates – to receive an update and agree actions to be taken

17. Annual Parish Meeting – to agree arrangements and finalise guest speakers attending

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. Community Governance re proposed Parish boundary changes – to receive an update from the Working Group and to consider draft Action Plan and costs.

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

20. Open Spaces – to discuss Job Description and appointment of Open Spaces Steward for coming financial year.

21. Staffing Matters – including appointment of Locum Clerk for May meeting

22. To confirm Date and venue of next meeting Tuesday 16th May 2023 at Meldon Village Hall, Meldon, Okehampton

Okehampton Hamlets Parish Council - Bank Reconciliation

Current account at 24/03/23			1579.05	
Deposit account at 24/03/23			46886.07	
		Total	£48465.12	
For info – funds received (inc in balances above)	Aggregate Ind	£551.33		
	S W Endurance	£120.00		
Less Unpresented cheques/payments				
			£48465.12	
Budget	Annual budget		41850	
	Year to date spend		35000	
	Unspent revenue against allocated budget		£ 6850	
Allocated Reserves	Election	3000.00		
	Meldon Woods	4500.00		
	Old Town Park	4500.00		
	General Reserve	20000.00		
	Equipment replacement	3000.00	35000	
		Total	£ 41850	