



Okehampton Hamlets Parish Council

Minutes of a Meeting held on Tuesday 6th June 2023, at 7.30 pm at Links Room, Okement Centre, Okehampton

Councillors Present -

B Wood
M Cooper
P Heard
M Littlejohns
A Ewen
S Norris
J Goffey

Also present –Mrs J Gillard, Parish Clerk, Cllr and 3 members of the public.

The Chairman welcomed Cllr Goffey to her first meeting of the Council.

- 1. Members of the Public** – one member of the public spoke re item 5.1 on the agenda. He fully supported the need of a playing field for the pupils at the school however did not support the readvertised application as residents felt it did not solve any of the issues with the height of the pitch and fence. He stated the construction errors should be corrected and the pitch instated in accordance with the original planning granted and requested Councillors object to this application. A second member of the public spoke in connection with item 9.2 on the agenda, the group have a target of £20k to raise for play equipment, they have to date raised £17.8k and ideally would like to be able to order the equipment before the school summer holidays. They felt the ability to have this equipment was particularly important due to the fact a school playing field was not yet available for the pupils.
- 2. Declarations of Interest** – Cllr Ewen declared a personal interest in item 5.2 as a Trustee of the Sports & Skills Trust. Cllr Norris declared a personal interest in items 5.1 and 9.2 as there was a family interest in the School.
- 3. Apologies** – were received and accepted from Cllr J Heard, apologies were also received from Cllr L Samuels (DCC), Cllrs Leech, Calder and Dexter (WDBC)
- 4. Approval of Minutes of previous meeting** held on 16th May 2023 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 Norris.
- 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 0664/23/VAR** Readvertisement (revised plans and description) application for variation of condition 2 (approved drawing) and condition 4 (fence details) of planning consent 2342/19/FUL to allow for improved privacy for neighbours, St James Church of England Primary School, Fort Road, Okehampton. Councillors resolved to object to the application, proposed by Cllr Goffey, seconded by Cllr Littlejohns, 1 abstention, remaining Councillors in favour of resolution.
 - 5.2 WDBC 1233/23/FUL** Change of use from 4 commercial units into veterinary practice, unit SX 609 954 Okehampton Business Centre, Higher Stockley Mead, Okehampton. Resolved to support application with question to be raised on agreed uses of land and potential retail sales, proposed by

Cllr P Heard, seconded by Cllr Littlejohns, all in favour.

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

Written updates from Cllr Samuels and Leech distributed prior to meeting, no questions arising.

7. Neighbourhood Planning

7.1 to receive an update on joint Okehampton Neighbourhood Plan. The Group are meeting 15th June to consider Environmental Screening report recently received.

7.2 to agree revised spending protocol for current financial year. Draft protocol distributed prior to meeting, resolved to adopt, proposed by Cllr Wood, seconded by Cllr Norris, all in favour.

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

DCC Regeneration Project – no meetings held

Okehampton Business Improvement District Project – suggest date for meeting Thurs 6th July, Councillors agreed to evening meeting.

Police & Crime Commissioners Advocate scheme – attended by Cllr Wood, further information available on their website.

9. Correspondence

9.1 Wren Music – to confirm attendees at events to be held during August supported by OHPC grant. To be confirmed at next meeting, Cllr Norris agreed to attend some events.

9.2 Friends of St James Church of England Primary School – to consider grant request for £500 towards purchase of play equipment. Resolved to award the sum of £500, proposed by Cllr P Heard, seconded by Cllr Ewen, 1 abstention all remaining Councillors in favour.

9.3 Immersion in the Community - to consider grant request for £493.75 towards costs of Lego robots kits. Resolved to award the sum of £493.75, proposed by Cllr Cooper, seconded by Cllr Wood, all in favour.

9.4 Friends of Okehampton Library – to consider grant request for £145 towards costs of running Book Festival. Resolved to award the sum of £145, proposed by Cllr Wood, seconded by Cllr Littlejohns, all in favour.

10. Finance –

10.1 Accounts for payment –

Mrs J Gillard wages	£560.27	£ 560.27
Mrs M Pratt (locum clerk wages)		£ 83.20

11. Environmental issues

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

12. Open Spaces.

12.1 To review Terms of Reference of Working Group and elect Councillors to the Group. Resolved to amend Terms of Reference by increasing number of Councillor representatives from 4 to 5, proposed by Cllr Wood, seconded by Cllr Goffey, all in favour. Further resolved to appoint Cllrs J Heard, P Heard, Littlejohns, Wood and Norris to the Working Group, proposed by Cllr Ewen, seconded by Cllr Cooper.

12.2 To receive update from Working Group and agree terms of commencement of work to create Woodland Management Plans for Meldon Woods and Old Town Park by White Wood Management and costs involved. Agreed to instruct White Wood Management to proceed with production of Woodland Management Plans in accordance with details circulated. Proposed by Cllr Wood, seconded by Cllr Littlejohns, all in favour.

12.3 Bird boxes – to consider request for 10 replacement bird boxes, to be made by Men In Sheds, wood costs currently unknown. Agreed in principle, Cllr Ewen advised he may have surplus scrap wood that may be suitable to use thereby reducing any costs, Clerk to progress.

13. Updates on Flood Plan and Snow Plan and actions required. Agreed Clerk to draft official Snow Plan for consideration at next meeting. Following on from completion of that document, agreed Flood Plan to be updated.

14. Speedwatch – to review current position and agree actions to be taken. Cllr Wood & Clerk have completed the required training, Cllr Cooper to complete it soon, further volunteers needed, info to placed on website, noticeboards etc

15. Okehampton Celebrates – to receive an update, no further meetings held, next meeting later in June. Agreed activity of identifying location of sites on photographs within The Hamlets to be organised. Cllr Wood to take some photos.

16. Councillor Training and Development – to review and adopt (if agreed) draft Training and Development Policy and agree Councillors attendance at forthcoming training opportunities.

17. Community Governance re proposed Parish boundary changes – to receive an update from the Working Group and agree submission to WDBC. Proposed by Cllr Cooper and seconded by Cllr Littlejohns that this item be discussed in Part 2 of 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 Ewen, seconded by Cllr Cooper.

17. Community Governance re proposed Parish boundary changes – to receive an update from the Working Group and agree submission to WDBC. Draft submission reviewed, after final check of information after the meeting, proposed by Cllr Littlejohns, seconded by Cllr P Heard to submit the document, 1 abstention remaining Councillors all in favour.

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

19. To confirm Date and venue of next meeting Tuesday 4th July 2023 at Meldon Village Hall, Meldon, Okehampton

The Chairman declared the meeting closed at 9.25 pm

Signed Date

Minutes 290/3