



## Okehampton Hamlets Parish Council

### Minutes of a Meeting held on Tuesday 4<sup>th</sup> July 2023, at 7.30 pm at Meldon Village Hall, Meldon, Okehampton

#### Councillors Present -

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

Also present –Mrs J Gillard, Parish Clerk, Cllr and 2 members of the public.

1. **Members of the Public** – (maximum time limited to 3 minutes per person). W  
WDBC Cllr George Dexter introduced himself to the Councillors. He is representing Okehampton North and is Chair of the WDBC Audit committee.
2. **Declarations of Interest** – Cllr Ewen declared a personal interest in item 5.3
3. **Apologies** – apologies were received from WDBC Councillors Ball and Leach.
4. **Approval of Minutes of previous meeting** held on 6<sup>th</sup> June 2023, the minutes of the meeting were approved as being an accurate record and were signed by the Chairman, proposed by Cllr Littlejohns, seconded by Cllr Goffey.
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 01553/23/FUL** - Siting of storage containers (retrospective) Land at SX 604 953 Stockley. Resolved to support application, proposed by Cllr Goffey, seconded by Cllr Ewen, all in favour.
  - 5.2 **DCC Highways Consultation** – extension of double yellow lines in Merrivale Road. Resolved to support proposals, proposed by Cllr Ewen, seconded by Cllr Norris, all in favour.
  - 5.3 **WDBC 2045/23/FUL** - Change of use from agricultural land to use with Manor House Hotel (retrospective), Manor House Hotel, Ashbury, Okehampton. Resolved to support proposal, proposed by Cllr J Heard, seconded by Cllr Littlejohns, Cllr Ewen abstained from voting, remaining Councillors in favour.
6. **DCC and WDBC** – to consider the Councillors written reports/updates. No reports received.
7. **Neighbourhood Planning**
  - 7.1 to receive an update on joint Okehampton Neighbourhood Plan. The Group have met, the Environmental Screening report required has been received and reviewed, a few minor amendments agreed and also agreed to continue proceeding with Regulation 16.

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

Okehampton BID project – confirm attendees at meeting 6<sup>th</sup> July, Okement Centre, 6pm – Cllrs Norris, Goffey, Ewen and The Clerk.

Okehampton Regeneration - meeting arranged for 20<sup>th</sup> July, 3 – 4.30 via Teams, Cllrs Wood, Norris, Cooper to attend.

**9. Correspondence**

**9.1 Wren Music** – to confirm attendees at events to be held during August supported by OHPC grant.

Event dates - Wednesday afternoons 2.00pm to 4.00pm

9 August: Meldon Fields, -

16 August: Long Barton Avenue Play area, - Cllr Norris to attend

23 August: Legions Way, - Cllr Goffey to attend

30 August Community Garden. – Cllr Goffey to attend

Cllr Cooper will also attend an event, date to be confirmed.

**10. Finance –**

**10.1 Accounts for payment –**

Mrs J Gillard wages £560.27, travel	
£24.30	£ 584.57
Broadbury Landcare	£ 160.00
HMRC	£ 436.60
Western Web	£ 86.40
GX Accountants	£ 54.00
Okement Centre	£ 33.22
Cllr Cooper (Coronation expenses)	£ 71.01

Resolved accounts be paid, proposed by Cllr Wood, seconded by Cllr Littlejohns.

**10.2 Bank Reconciliation** –Cllr Cooper confirmed that she has undertaken the independent check and all was in order.

**11. Environmental issues**

11.1 Mud on highways, Crediton Road and Exeter Road Industrial Estate, to note any new issues. No repeat of issues.

11.2 The Clerk advised no response has been received from Forthglade in connection with recent issues or update on their new system.

**12. Open Spaces.**

12.1 To receive update from Working Group and agree meeting date to review work required in Old Town Park Local Nature Reserve. Agreed to hold meeting 12<sup>th</sup> July, 7.30pm at Hughslade Farm. The Clerk advised White Wood Management have nearly completed their surveys for the Woodland Management Plans.

12.2 Bird boxes – to receive update from Cllr Ewen, available wood yet to be inspected for suitability. Cllr Ewen suggested that in future consideration could be given to retaining wood retained from the Councils woodland for the creation of wildlife boxes.

**13. Updates on Flood Plan and Snow Plan and actions required including review and adoption of draft Snow Plan if agreed. (Plan previously circulated).** Basic contents of draft Snow Plan agreed, further information to be inserted re location of bins/storage of grit etc, to be reviewed again at next meeting. Review of Flood Plan to be undertaken after completion of Snow Plan.

**14. Speedwatch** – to review current position and agree actions to be taken. More volunteers required, Clerk to add details to the Council’s website.

**15. Okehampton Celebrates** – to receive an update and agree actions to be taken including activities organised by this Council. Clerk gave outline of event timetable, rota for manning OHPC table in marquee circulated and agreed. Identify the photograph competition to be held with book tokens offered as prizes. Celebration cake cutting at 2pm. Previous Councillors to be invited.

**16. D Day Celebrations 6<sup>th</sup> June 2024** – see information on Clerks report. Resolutions required – booking of The Hummingbirds and other equipment requirements and entertainment. Resolved to confirm booking of The Hummingbirds and pay deposit of £150, proposed by Cllr Wood, seconded by Cllr Cooper. Ideas for event discussed, to be revisited at next meeting.

**17. Review of Council Policies and Documents** – to review, agree any amendments and adopt –  
Standing Orders – agreed to amend as previously circulated Para 29 by adding - *If a Planning Committee member is unable to attend a Planning Committee Meeting they may appoint an alternative Councillor to attend on their behalf, the appointment of a deputy must be advised to the Parish Clerk before the Planning Committee meeting, the replacement then has voting rights at the Committee meeting.* Proposed by Cllr Wood, seconded by Cllr Goffey.  
Financial Regulations – agreed no amendments required, retain as existing, proposed by Cllr Wood, seconded by Cllr Norris.

**18. Clerks Report** - to answer any questions raised. To make decisions on item 1 Dog Bins. Agreed alternative site needs to be identified.

**20's Plenty for Devon** – resolution, proposed by Cllr Wood, seconded by Cllr Goffey, - Okehampton Hamlets Parish Council supports the 20's Plenty for Devon campaign; it calls on Devon County Council to implement 20mph in Okehampton Hamlets; and will write to Devon County Council to request 20mph limits on streets throughout Devon where people live, work, shop, play or learn with 30 mph the exception on those roads, where full consideration of the needs of vulnerable road users allows a higher limit., 3 in favour, 1 against, 3 abstentions. Appointment of Councillor to attend meetings deferred until next meeting.

**19. Community Governance re** proposed Parish boundary changes – to receive an update. Noted the Council had made their submission to the Consultation, WDBC are now reviewing all responses.

## **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 Goffey, seconded by Cllr P Heard.

**20. To note current WDBC Enforcement cases list and information.** Noted. Agreed 3 other sites as discussed to be advised to WDBC as potential breaches.

**21. To confirm Date and venue of next meeting Tuesday 1<sup>st</sup> August 2023 at Links Room, Okement Centre Okehampton**

The Chairman declared the meeting closed at 8.55 pm

Signed ..... Date .....

Minutes 291/3