



## Okehampton Hamlets Parish Council

### CLERKS REPORT – July 2023

1. **New developments and dog waste bins** – site visit to be arranged.
2. **Speedwatch** – OHPC scheme now has 3 trained operatives, plus another volunteer waiting to do his training. Contact from Police awaited re sites to operate within.
3. **20's Plenty for Devon** – following resolution at last meeting to support this initiative, Council needs to nominate a Councillor to attend any future meetings.
4. **2024 D Day 80<sup>th</sup> Anniversary 6<sup>th</sup> June** – terms of reference needed. Humming Birds booked plus bar from London Inn. RBL, Air Cadets have agreed to participate.
5. **Dartmoor Marshalls** –
6. **Civility and Respect Project**  
See link below for full details.

#### [Civility and Respect Project \(nalc.gov.uk\)](http://nalc.gov.uk)

It is a project that over 1000 councils have signed up to, it basically agrees your council is agreeing that the council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it:

- Has put in place a training programme for councillors and staff
- Has signed up to the Code of Conduct for councillors
- Has good governance arrangements in place including staff contracts and a dignity at work policy
- Will seek professional help at the early stages should civility and respect issues arise
- Will commit to calling out bullying and harassment if and when it happens
- Will continue to learn from best practices in the sector and aspire to be a role model/champion council through for example the local [Local Council Award Scheme](#)
- Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate

It is not something Okehampton Hamlets Parish Council has a problem with, however it is always good to be ahead of the game and to demonstrate good practices.

A flyer and newsletter giving further details will be issued to Councillors separately.

If agreed, a resolution will need to be passed, and the suggested wording of it is below –

### Definition of Civility and Respect

Civility means politeness and courtesy in behaviour, speech, and in the written word.

Examples of ways in which you can show respect are by listening and paying attention to others, having consideration for other people's feelings, following protocols and rules, showing appreciation and thanks, and being kind.

The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW), believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

By our council signing up to the civility and respect pledge we are demonstrating that our council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organizations, and volunteers, with civility and respect in their role.

Signing up is a simple process, which requires councils to register and agree to the following statements:

Statement	Tick to agree
Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.	
Our council has put in place a training programme for councillors and staff	
Our council has signed up to Code of Conduct for councillors	
Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy.	
Our council will commit to seeking professional help in the early stages should civility and respect issues arise.	
Our council will commit to calling out bullying and harassment when if and when it happens.	
Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme	
Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.	

One requirement of the Pledge that OHPC that does not currently have is a Dignity at Work Policy. A draft suggested Policy will be forwarded to Councillors for consideration and adoption if agreed.

Training – I am in the process of drawing up a training plan for all Councillors and the Clerk. This will include appropriate training to cover Civility and Respect and all Councillors will be expected to undertake the training,

7. **Welcome Booklet** – Last reprinted March 2021, 500 copies at cost of £170. Approx 100 left in stock. Remainder have been distributed to houses in the new developments and the developers themselves are handing them out with their information to new purchasers.  
The booklet is out of date, OHPC councillor details, WDBC councillor details, DCC councillor details.

Should the booklet be reprinted similar to previous versions or should the information just be on websites?

Should something different/cheaper be printed instead (eg something that just gives current contact details) and everything else be on websites?

Any other options eg delay decision until outcome of Community Governance Review?

8. **Open Spaces Working Group** – updates after issue of previous meeting notes
  - a. Japanese Knotweed – group members discovered on their walk that this has been pulled up and left on the ground. It is a quite inaccessible location. In view of this the only contractor to have replied to the tenders will deal with the debris and then revisit the site later to look for regrowth and treat as necessary.
  - b. Bridleway fencing alongside Meldon Lane – following a walk to view this, it is evident considerable work/repairs are required. White Wood Management who are creating the 5 year Woodland Management Plans have advised this be included in the plans which could then result in grant funding being available towards the costs and therefore work should be delayed if at all possible. They also advised work to improve paths in OTP will be included and the same recommendations apply to that as well.