



Okehampton Hamlets Parish Council

Minutes of a Meeting held on Tuesday 5th September 2023, at 7.30 pm at Meldon Village Hall, Meldon, Okehampton

Councillors Present -

M Cooper
M Littlejohns
A Ewen
S Norris
J Goffey
J Heard

Also present – One member of the Press and Mrs J Gillard, Parish Clerk,

In the absence of the Chairman, the meeting was chaired by the Vice Chairman, Cllr M Littlejohns

- 1. Members of the Public** – there were no members of the public present.
- 2. Declarations of Interest** – Cllr Littlejohns declared a pecuniary interest in item 5.3 as he is the applicant. It was proposed by Cllr Ewen, seconded by Cllr Cooper that Cllr J Heard be chair of the meeting for that item, all in favour.
- 3. Apologies** – apologies were received and accepted from Cllrs Wood and P Heard, apologies were also received from Cllr Leech (WDBC) and Cllr Samuels (DCC)
- 4. Approval of Minutes of previous meeting** held on 1st August 2023 the minutes of the meeting were approved as being an accurate record and were signed by the Vice Chairman, proposed by Cllr Cooper, seconded by Cllr J Heard.
- 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 2680/23/FUL Storage of containers for self storage, National Bee Supplies, Exeter Road Industrial Estate. Resolved to support application, proposed by Cllr J Heard, seconded by Cllr Cooper, all in favour.
 - 5.2 WDBC 1553/23/FUL Readvertisement revised plans, siting of storage containers (retrospective) land at SX 604 953 Stockley. Part retrospective. Resolved to support application, proposed by Cllr Cooper, seconded by Cllr Ewen, all in favour.Cllr Littlejohns left the meeting room and Cllr J Heard took over chair of the meeting.
 - 5.3 DNP 0362/23 Retrospective application to convert three redundant barns to three holiday units. Estrayer Park Farm, Tavistock Road, Okehampton. Resolved to support application, proposed by Cllr Cooper, seconded by Cllr Ewen, all in favour.Cllr Littlejohns returned to the meeting room and continued to chair the meeting.
 - 5.4 DNP 23/0050 Woodland south of A30, along the drive to the golf club, below the golf club car park and behind the club house. To note a decision has already been determined, the notification to OHPC appears to have gone astray when it was issued. Noted.

6. DCC and WDBC – to consider the Councillors written reports/updates. Report from Cllr Leech previously circulated, no questions arising, report due from Cllr Samuels within next few days.

7. Neighbourhood Planning

7.1 to receive an update on joint Okehampton Neighbourhood Plan. The Group have met, clarified a few minor outstanding issues, OTC have advised WDBC the Plan can be progressed and as OHPC have already indicated their agreement, WD will be commencing the next stage of the procedure next week.

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

Active Travel – Cllr Goffey, written report previously circulated, aim to promote walking and cycling and reduce car traffic, further meetings to be held.

9. Correspondence

9.1 DNP – to consider grant application for £500 towards costs of running Meldon Wildlife Day. Resolved to award £500 as already allocated in the budget, proposed by Cllr J Heard, seconded by Cllr Goffey, all in favour.

9.2 North Devon Search & Rescue – to consider grant application for £300 towards equipment replacement. Resolved to award £300, proposed by Cllr Ewen, seconded by Cllr Norris, all in favour.

9.3 Wren Music – to receive feedback on events funded by grant from OHPC. Noted that one event was cancelled with no advice to OHPC, this is now being rearranged for October half term, remaining events were successful. There were some issues with disturbance to local residents, the organisers to be informed.

9.4 DALC – to consider invitation to AGM on 27th September and agree if proxy vote required. Cllr Wood to attend and vote on behalf of the Council, proposed by Cllr Norris, seconded by Cllr Ewen.

9.5 Devon Housing Commission – to consider response to questionnaire previously circulated. Agreed Councillors to respond individually if they wished to do so.

9.6 Okehampton Carnival Committee – to consider grant request towards cost of traffic management plan (total cost £693) for Carnival event. Resolved to award the sum of £250, proposed by Cllr Littlejohns, seconded by Cllr Ewen, all in favour.

10. Finance –

10.1 Accounts for payment –

Mrs J Gillard wages	£560.27, travel	£20.25
Expenses	£	£ 580.52
DALC		£ 19.20
Hedgerow Print		£ 151.00
PKF Littlejohn (External audit)		£ 252.00

Resolved accounts be paid, proposed by Cllr Norris, seconded by Cllr Cooper, all in favour.

10.2 External Auditor Report – to note completion of audit for accounts ended 31 March 2023, to consider point raised and agree date and length of time for publication of Notice of conclusion of audit. Comment re valuation of woodland noted, resolved to publish Notice of Conclusion of Audit for 14 days commencing 27th September 2023, proposed by Cllr Cooper, seconded by Cllr Norris, all in favour.

11. Environmental issues

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

11.2 Odours East of Okehampton – ongoing issues reported, agreed to liase with Company again and failing any satisfactory update that issues be reported to Environmental Health.

12. Open Spaces.

- 12.1 To receive an update on Meldon Wildlife Day, reported it was a successful day and well attended.
- 12.2 To receive update from Working Group. No further meetings held, No cycling signs have been erected in Old Town Park.
- 12.3 Bird boxes – to receive update from Cllr Ewen/P Heard. Wood from Meldon Woods has been delivered to Men IN Sheds, now awaiting manufacture of boxes.
- 12.4 Dartmoor Marshalls – to receive update, DNP contract about to end, no major issues reported, agreed the Marshalls presence appears to have been beneficial.

13. Updates on Flood Plan and Snow Plan and actions required including review and adoption of draft Snow Plan if agreed. (Updated draft previously circulated). Snow plan adopted at last meeting, Cllr Ewen and Wood to review Flood Plan.

14. Speedwatch – to consider emails from OTC and agree actions to be taken. To consider invitation to attend Community Speedwatch Conference. Agreed Cllr Norris and Clerk to attend meeting on 12th Sept.

15. D Day Celebrations 6th June 2024 – to receive an update, agree Terms of Reference and appoint members of the Working Group and agree date for initial meeting. Resolved to adopt draft Terms of Reference, proposed by Cllr Norris, seconded by Cllr Cooper. Councillors Cooper and Ewen agreed to be members of Group and agreed Cllr Wood be given opportunity to be the third member. Agreed to hold initial meeting 10am Thursday 5th October.

16. Okehampton BID – to consider revised funding proposals from WDBC, details previously circulated. Resolved to allocate £3588 in accordance with option 2 from WDBC based on a percentage of overall rateable values of businesses, proposed by Cllr Littlejohns, seconded by Cllr Ewen, 1 abstention, remaining Councillors in favour.

17. Community Governance re proposed Parish boundary changes – to receive an update. The Working Group were unable to meet with the Hub Advisory Group on the suggested date, awaiting response for request for alternative date.

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 Cooper.

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

19. To confirm Date and venue of next meeting Tuesday 3rd October 2023 at The Links Room, Okement Centre, Okehampton

The Chairman declared the meeting closed at 8.55 pm

Signed Date

