



## Okehampton Hamlets Parish Council

### Minutes of a Meeting held on Tuesday 5<sup>th</sup> December 2023, at 7.30 pm at The Links Room, Ockment Centre, Okehampton

#### Councillors Present -

M Cooper  
M Littlejohns  
J Heard  
B Wood  
P Heard

Also present – Cllr M Calder (WDBC), Mrs J Gillard, Parish Clerk,

1. **Members of the Public** – one member of the public was present. They addressed the meeting in connection with item 9.1 on the agenda. He explained he was seeking funding to enable the floodlights at The College to be replaced, and was seeking support from the Council that £7000 of S106 funding was used towards the total costs of £35,000. Letters of support from various Clubs using the facilities were circulated.
2. **Declarations of Interest** - there were no declarations of interest made.
3. **Apologies** – apologies were received and accepted from Cllrs Goffey, Norris and Ewen, apologies were also received from Cllrs A Leach (WDBC) L Samuels (DCC)
4. **Approval of Minutes of previous meeting** held on 7<sup>th</sup> November 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 Cooper.
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 3323/23/HHO** Householder application for proposed erection of two storey side extension 2 Fowley Barns, Tavistock Road, Okehampton – for noting following decision on Appeal. Noted.
  - 5.2 **WDBC 2508/23/ HHO** Householder application for proposed garden/art room (retrospective) 11 Watts Drive, Okehampton. Resolved to submit a neutral view, proposed by Cllr Cooper, seconded by Cllr Littlejohns, all in favour.
  - 5.3 **WDBC 4440/20/OPA** "Land Adjacent To Baldwin Drive", Radford Way, Okehampton, to note a valid Appeal has been lodged. Noted.
6. **DCC and WDBC** – to consider the Councillors written reports/updates. Written reports previously received and circulated from Cllrs Leech, Dexter and Calder for which the Chairman thanked them all. Contents noted, no questions arising.
7. **Neighbourhood Planning**
  - 7.1 to receive an update on joint Okehampton Neighbourhood Plan. An Inspector has now been appointed to review the Plan which will hopefully lead to the Consultation taking place Spring 2024
8. **To receive reports from meetings and events attended by Parish Council representatives including** –  
Wren Music Day Meldon Fields – Cllr Wood, poor attendance and advertising.  
Okehampton United Charity and Allotments AGM – Cllr Cooper

## 9. Correspondence

**9.1 Okehampton College** – to consider letter requesting support re obtaining S106 funds for improved floodlighting at the College. Resolved to support the request for use of S106 funds, proposed by Cllr Littlejohns, seconded by Cllr J Heard, all in favour.

**9.2 DCC Priorities & Budget 2024/25** – invitation to attend meeting with John Hart, Dec 12<sup>th</sup>, Zoom 6 – 7.30 pm, agree attendees. Cllr Cooper to attend.

## 10. Finance –

### 10.1 Accounts for payment –

Mrs J Gillard wages	£560.07, travel	£13.50
Expenses	£	£573.57
SLCC Membership renewal		£ 148.00
Mole Avon		£ 66.00
H E Pellow & Ptnrs (Hedgetrimming)		£ 30.00
Meldon Village Hall		£ 262.50
B Wood mileage (Apr- Nov 2022 inc miles On behalf of Clerk when unable to drive)		£ 180.90
B Wood (from Chairs allowance £66.50 StOC March 2022 & Coronation costs £30.45)		£ 96.95
DALC (training)		£ 108.00
M Pratt		£ 53.16

Resolved accounts be paid, proposed by Cllr P Heard, seconded by Cllr J Heard.

**10.2 2024/25 Budget** – to consider initial thoughts for setting budget for coming year. First draft discussed, ideas and feedback from this to be incorporated into document which will then be recirculated to Councillors in preparation for setting budget at the next Council meeting.

## 11. Environmental issues

11.1 Mud on highways, Crediton Road and Exeter Road Industrial Estate, to note any new issues. None.

11.2 Odours East of Okehampton – no issues to report.

## 12. Open Spaces.

12.1 To receive update from Working Group. Group to meet in the New Year.

**12.2 Old Town Park** – to receive update on work undertaken by StOC on 24<sup>th</sup> November and agree work to be undertaken on next visits in early 2024. Further coppicing at Meldon Woods undertaken on 24<sup>th</sup> November, 18 volunteers attended. Agreed work on footpaths in Old Town Park to be undertaken on next visits of StOC

**12.3 Old Town Park Local Nature Reserve** information leaflets – to receive update. Draft circulated by Cllr Norris, all asked to provide feedback, further action to wait for return of Cllr Norris.

**13. Updates on Flood Plan** – Cllrs Ewen and Wood have reviewed document, many updates identified as being required, new template to be completed with potential of holding a meeting for Brightley residents next year. Cllrs Wood and Ewen to progress.

**14. Speedwatch** – to receive update, The Group now has 4 trained volunteers enabling the Police to undertake face to face training and deliver equipment, this will take place in the New Year. 4 other volunteers to complete their on line training.

**15. D Day Celebrations 6<sup>th</sup> June 2024** – to receive an update and report from second meeting of Group, good initial progress, marquee, toilets, first aid booked, also approaches have been made to those who may be able to attend with vintage vehicles and air fly pasts. Funding to be requested from OUC and investigations made with National Lottery.

**16. Economic Development Projects**

**16.1 Okehampton BID** – to receive report from Cllr Wood & Clerk from meeting with Consultants, Teams meeting took place, discussions held on types of businesses within The Hamlets. Direct contact to be made with businesses during Dec/Jan, face to face workshops to take place end Jan. Agreed the posting of letters w/c 18<sup>th</sup> Dec was very bad timing and should be avoided, also agreed that at least one workshop should take place away from the Town Centre eg Business Centre and that daytime meetings should be avoided. Councillors could not agree to an unknown cost figure for mailings, further information to be obtained.

**16.2 Okehampton Regeneration Board** – meeting today attended by Cllr Wood and Clerk, presentation given from Consultants involved with BID project, also DCC and Network Rail on Okehampton Parkway station progress. Meeting notes and slides to be distributed by Clerk.

**17. Councillor Training.** To receive an update from Councillors who have attended recent training and confirm training planned. Responding to Planning Applications recently completed by 3 Councillors, outstanding on line training booked for Cllrs P & J Heard Standards in Public Life.

**18. Community Governance (re proposed Boundary Changes)** – receive an update from the Working Group and agree next steps. The Council’s response to the second Consultation has been submitted together with approx 100 signatures obtained from local residents supporting the Status Quo option. Agreed Cllrs Cooper and Littlejohns to attend meeting with Peoples and Community Hub Advisory Group on 12<sup>th</sup> Dec.

**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 Cooper, seconded by Cllr J Heard.

**19. To note current WDBC Enforcement cases list and information.** No new list received.

**20. Open Spaces** – to consider tenders received for tree inspections in Meldon Woods and Old Town Park Local Nature Reserve and appoint contractor to undertake surveys. Resolved to appoint Oak Valley Tree Services to undertake the inspections, proposed by Cllr J Heard seconded by Cllr Littlejohns, all in favour.

**21. Pay Review Scales and hourly rates – to note** revised Nationally agreed payscales and agree payment of increased rates to Clerk including backdating of payments to April 2023 including payments to Locum Clerk. Resolved to increase Clerk’s hourly rate in accordance with National Scales to £17.16 per hour backdated to April 2023 including hours paid to Locum Clerk, proposed by Cllr Cooper, seconded by Cllr J Heard.

**22. To confirm Date and venue of next meeting** - Tuesday 2<sup>nd</sup> January 2024 at Meldon Village Hall, Okehampton and to review dates of February and March meetings. Agreed February meeting to be brought forward to 30<sup>th</sup> January and March meeting to 27<sup>th</sup> Feb, this will even the time space between the meetings and avoid the Clerks unavailability.

The Chairman declared the meeting closed at 9.30 pm

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