



## Okehampton Hamlets Parish Council

### Minutes of a Meeting held on Tuesday 2<sup>nd</sup> April 2024, at 7.30 pm at The Links Room, Okement Centre Okehampton

#### Councillors Present -

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

Also present – Cllr P Vachon (WDBC) and Mrs J Gillard, Parish Clerk,

1. **Members of the Public** – there were no members of the public present.
2. **Declarations of Interest** – Cllr J Heard declared a personal interest in item 5.1
3. **Apologies** – were received and accepted from Cllr Littlejohns, apologies were also received from Cllr Leech (WDBC)
4. **Approval of Minutes of previous meeting** held on 27<sup>th</sup> February 2024 the minutes of the meeting were approved as being an accurate record and were signed by the Chairman, proposed by Cllr Goffey, 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 0908/24/VAR** Application for variation of Condition 5 (joinery details) 2 Fowley Barns, Tavistock Road, Okehampton under appeal reference APP/Q1153/D/23/3330066 of planning application 1183/23/HHO. Resolved to support application, one abstention (Cllr J Heard) remaining Councillors in favour. Cllr J Heard took no part in the discussions on this item.
  - 5.2 **WDBC 0403/24/CLP** 10 Broom Park, Okehampton, Certificate of lawfulness for proposed development for removal of garage door, insertion of window with breeze block surround and facing the exterior with brick. Note – not a statutory consultation. Councillors resolved to support this application
  - 5.3 **WDBC 0533/24/FUL** Construction and operation of micro energy storage facility, National Bee Supplies, Hameldown Road, Exeter Road Industrial Estate. Councillors resolved to support this application.
6. **DCC and WDBC** – to consider the Councillors written reports/updates. Cllrs Leech and Dexter were thanked for their written reports. A question was raised as to the progress of the Link Road within the Parcel 3 east of Okehampton development, Cllr Vachon to obtain an update.  
Cllr Vachon explained some financial implications of the Community Governance Review and offered to facilitate a joint Task and Finish Group between OHPC and OTC. It was proposed by Cllr Wood, seconded by Cllr Norris, that the existing members of the Community Governance Working Group become the members of the new Group – Cllrs Wood, Littlejohns and Cooper with the Clerk, agreed by all Councillors.

7.50pm Cllr P Heard arrived at the meeting.

## 7. Neighbourhood Planning

7.1 to receive an update on joint Okehampton Neighbourhood Plan including dates of Hearing 11<sup>th</sup> April 2024 at Okehampton Town Hall. Noted this was taking place, Cllr Cooper will attend as member of the Neighbourhood Planning Group.

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

ICB Board attended by Cllr Goffey, a written report to be circulated detailing the progress that has been made.

## 9. Correspondence

**9.1 Meldon Village Hall Trust** – to confirm nominated OHPC representative on the Committee (Cllr Cooper nominated at last OHPC AGM) and if they are also required to be a Trustee. Agreed that Cllr Cooper remain a representative and not a Trustee as other Councillors were already Trustees.

**9.2 OCRA** – to agree nomination of Trustee to organisation for next 4 years on retirement of current Trustee (Cllr Ewen) on 27<sup>th</sup> March 2024. Resolved that Cllr Ewen be nominated again as Trustee, proposed by Cllr Wood, seconded by Cllr Norris.

**9.3 Okehampton Hockey Club** – to receive update on grant request for £500 towards costs of replacement lighting for pitches. No update received.

**9.4 WDBC Walking and Cycling (LCWIP) Project update** - barriers and interventions identified, to consider any feedback required. Mapping circulated, agreed this was not easy to follow or understand, Cllr Vachon to feed this back to WDBC. Further feedback to be submitted within public consultation period.

**9.5 All Saints Church Hall** – to consider grant request for £500 towards costs of commercial dishwasher. Proposed and seconded to award £150, second proposal made to award £50, vote undertaken with majority in favour of awarding £50.

**9.6 Okement Rivers Improvement Group** – to consider grant request for £500, full application form circulated. Proposed (Cllr Ewen) and seconded (Cllr Cooper) to award £250, second proposal (Cllr J Heard) and seconded (Cllr P Heard) made to award £100, vote undertaken with majority in favour of awarding £250.

**9.7 WDBC Mayoral Awards** – to note award made to Matt Parkins. Matt was the winner of the Green Award and had attended a presentation at WDBC with Cllr Wood.

## 10. Finance –

### 10.1 Accounts for payment –

Mrs J Gillard wages £ 594.80, travel £18.00	£ 612.80
HMRC	£ 446.20
G X Accountants	£ 54.00
Ravensquest	£ 362.50

## 11. Environmental issues

11.1 Mud on highways, Crediton Road and Exeter Road Industrial Estate, to note any new issues. Recent issues on Nexus Way and Hampton Mill Site, Cllr Vachon to raise with WDBC Enforcement.

11.2 Odours East of Okehampton – to receive an update. Feedback had been received from Forthglade on one recent issue, identified that the potential cause was a driver not connecting the new filtration system. The importance of reporting to the Company direct any issues as soon as they occur in order that they can be properly investigated.

## 12. Open Spaces.

12.1 To receive update from Working Group including meeting with White Wood Management. Positive meeting had been held, resolved to approve the documents as presented and that they be submitted by WWM to progress the plans.

StOC have undertaken work on a path in Old Town Park, this is a big improvement to the area worked on, further work to be undertaken 5<sup>th</sup> April. Thanks to all the volunteers. It was reported that some of the No Cycling signs have been taken down and are missing, agreed replacements be ordered.

**12.2 Old Town Park Local Nature Reserve** information leaflets – to receive update. Printed, copies to be available from the Museum.

**12.3 Grass cutting 2024** – to note feedback from existing contractors. Agreed to reappoint existing contractors for coming 12 months.

**13. Updates on Flood Plan** – Cllrs Wood and Ewen to progress.

**14. Speedwatch** – to receive update – no communications have been received from Sticklepath or Inwardleigh Parish Councils. It was agreed that a new Clerk could not undertake the role of Co-ordinator therefore other Parishes and volunteers be asked to provide replacement Co-ordinator to progress the scheme

**15. D Day Celebrations 6<sup>th</sup> June 2024** – to receive an update. Working Group meeting held today. Catering now confirmed as Lions, a hog roast and pie supplier, event to start at 5pm, next steps a site visit. OUC grant approved for marquee and generator. Meeting notes to be circulated when available.

**16. Economic Development Projects**

**16.1 Okehampton BID** – to receive an update including resignation of Cllr Ewen due to work commitments from Steering Group and consideration of replacement. There were no volunteers to stand on the Steering Group.

**17. Annual Parish Meeting** – Tuesday 16<sup>th</sup> April, to confirm arrangements for meeting. Three speakers have been confirmed. Refreshments to be provided.

**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 Norris, seconded by Cllr Goffey.

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

**19. Community Governance (re Boundary Changes)** – to have initial discussions on financial implications of changes and impact on ongoing and future projects. It was noted the tax base figures for calculations of precept would come into effect in 2027. Agreed ongoing and future spend requires reviewing.

**BID Project** – proposed by Cllr J Heard and seconded by Cllr Norris to withdraw from this process, 6 in favour, 1 abstention. Budget previously allocated to be transferred to Open Spaces.

**Dartmoor Marshalls** – resolved to continue this year, monitor activities closely, work with them and review their appointment for future years, proposed by Cllr Cooper, seconded by Cllr Ewen, all in favour.

**Grants** – resolved the Terms and Conditions be reviewed with view to reducing amounts of payments made.

**20. Clerk Recruitment** – to agree steps for appointment of new Clerk and Responsible Financial Officer. The Chair advised the position has been advertised following resignation of the current Clerk. Closing date for applications 17<sup>th</sup> April. Agreed interview panel to consist of Cllrs Wood, Cooper and Littlejohns with Clerk in attendance. Set questions to be used for all interviewees. The existing Clerk agreed to continue in post until 10<sup>th</sup> May 2024.

**21. To confirm Date and venue of next meeting** - Tuesday 7<sup>th</sup> May 2024 at Meldon Village Hall, Meldon, Okehampton with Annual Parish Meeting Tuesday 16<sup>th</sup> April 2024, 7.30pm at Meldon Village Hall.

The Chairman declared the meeting closed at 9.25 pm

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