



Okehampton Hamlets Parish Council

To all Members of the Council

You are hereby summoned to attend the Annual General Meeting of the Council to be held at 7.30pm on Tuesday 7th May 2024 at Meldon Village Hall, Meldon, Okehampton

Jane Gillard, Parish Clerk, dated 30/04/2024

AGENDA

Members are reminded that a disclosable pecuniary interest in any item on the agenda should be declared, with the reason, before the item is discussed.

1a. Election of Officers:

- Chairman – followed by Declaration of Acceptance of Office
- Vice Chairman - followed by Declaration of Acceptance of Office
- Committee representatives - (names in brackets of current representatives)

Meldon Village Hall
North West Devon Matters (formerly Okehampton Matters Cllrs Wood and Maile)
Okehampton Neighbourhood Planning Group (Cllrs Wood, Cooper & Ewen)
Okehampton Sports and Open Spaces Recreation Group (Cllr Ewen, J Heard)
Beacon Path Committee (Cllr Wood)
OkeRail (Cllr Wood)
Northern Links (Cllrs Cooper & Ewen)

1b. Election of Planning Committee - appointment of members (4) to include Chairman

1c Election of Open Spaces Working Group Members – appointment of 5 Councillors to include Chairman and community members

1d. Election of Community Governance Review Working Group Members – appointment of 3 Councillors

2. Members of the Public – (maximum time limited to 3 minutes per person)

Residents are invited to give their views and question the Parish Council on issues on this agenda, or to raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself. A question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.

3. Declarations of Interest -

4. Apologies –

5. Approval of Minutes of previous meeting held on 2nd April 2024

6. Planning – to consider and agree response to applications listed below together with any others received up to date of this meeting.

6.1 DNP 0128/24 Retrospective amendments to two storey extension approved under planning ref 0262/18, 8 Meldon Cottages, Meldon

7. DCC and WDBC – to consider the Councillors written reports/updates.

8. Neighbourhood Planning

8.1 to receive an update on joint Okehampton Neighbourhood

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

10. Correspondence

10.1 Okehampton Hockey Club – to receive update on grant request for £500 towards costs of replacement lighting for pitches

10.2 Tor Support Services – to consider grant request for £500 to support operational costs for coming year.

11. Finance –

11.1 Accounts for payment –

Mrs J Gillard wages £595.00, travel	£
Tindle Newspapers	£ 11.34
The Sign Shed (no cycling signs)	£ 67.00
Hedgerow Printing	£ 135.00
Oak Valley Tree Services	£ 4818.00
DALC subscription	£ 636.59
WDBC (dog bin emptying)	£ 286.41

11.2 Internal Audit – to note audit now completed and to agree dates for Exercise of Public Rights, suggested dates 3 June – 12 July 2024

11.3 Insurance – to agree renewal terms and authorise payment of renewal fee

11.4 Review of Fixed Asset Register as at 31/3/2024

11.5 To agree Bank Reconciliation as at 31/3/2024

11.6 External Audit – review and approval of Annual Governance Statement

11.7 To Review and adopt year end accounts 2023/24 and review and approve Annual Accounting Statements

12. Environmental issues

12.1 Mud on highways, Crediton Road and Exeter Road Industrial Estate, to note any new issues

12.2 Odours East of Okehampton – to receive an update

13. Open Spaces.

13.1 To receive update from Working Group re tree work recently undertaken in both locations

13.2 To receive an update re work carried out recently by StOC and offer of further volunteer time on 2nd August and agreement of associated costs

14. Updates on Flood Plan

15. Speedwatch – to receive update

16. D Day Celebrations 6th June 2024 – to receive an update and report from recent meeting of Group

17. Economic Development Projects

16.1 Okehampton BID – to receive an update

18. To confirm Date and venue of next meetings for the coming year.

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.’

19. To note current WDBC Enforcement cases list and information.

20. Clerk Recruitment – to receive and agree update on appointment of new Clerk and Responsible Financial Officer including potential use of PO Box number for correspondence and purchase of mobile telephone for Clerk’s use.

Okehampton Hamlets Parish Council - Bank Reconciliation

Current account at 26/04/24			305.73	
Deposit account at 26/04/24			65881.86	
		Total	£66187.59	
For info – funds received (inc in balances above)	WDBC precept	£18019		
	Lloyds interest	£ 50.13		
Less Unpresented cheques/payments				
			£66187.59	
Budget	Annual budget		49288	
	Year to date spend		2000	
	Unspent revenue against allocated budget		£ 47288	
Allocated Reserves	Election	3000.00		
	Cemetery purchase	1000.00		
	Beating Bounds	500.00		
	General Reserve	23000.00		
	Equipment replacement	1500.00		
	Defibrillator replacement	900.00	29900	
		Total	£ 77188	