



Okehampton Hamlets Parish Council

To all Members of the Council

You are hereby summoned to a Meeting of the Council to be held at 7.30pm on Tuesday 4th March 2025 at Meldon Village hall, Meldon, Okehampton

Emily Young, Parish Clerk, dated 26/02/2025

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.

1. 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.

2. Declarations of Interest -

3. Apologies – Cllr Brian Wood

4. Approval of Minutes of previous meeting held on 4th February 2025

5. Matters arising - To ensure the tasks assigned at the previous meeting have been completed – **Clerk** – to arrange March governance meeting, follow up with NE and WT on OTP and Meldon woods, grass cutting tender work, devolution work, arrange speakers for annual meeting and contact Duchy re: VE day beacon. **Cllr Littlejohns** - Arrange planting of landmark tree and tidy up wood under viaduct area. **Cllr Cooper** - collect archive papers. **Cllr Ewen** – Check and top up all salt bins (if needed) and retrieve filing cabinet for storage at Oke glass.

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

6.1.1 Ref – 0480/25/NMM - Land at Parcel 4B, East of Crediton Road, Okehampton - Non Material Minor Amendment to the wording of Conditions 2, 6 and 8 of planning permission 1887/21/FUL <https://westdevon.planning-register.co.uk/Planning/Display/0480/25/NMM>

6.1.2 Ref - 3815/24/OPA - Land Adjacent To Baldwin Drive, Radford Way Okehampton - Outline Planning application with some matters reserved for a mix of residential housing and associated infrastructure, to include affordable housing. <https://westdevon.planning-register.co.uk/Disclaimer?returnUrl=%2FPlanning%2FDisplay%2F3815%2F24%2FOPA>

6.1.3 Ref – 3887/24/FUL – Erection of single storey garden centre structure – Mole Avon, Stockley EX20 1QQ <https://westdevon.planning-register.co.uk/Planning/Display/3887/24/FUL?cuuid=E9103EEA-4190-4355-8837-A257CA744202>

6.1.4 Ref – 0326/25/VAR - Application for variation of condition 2 (approved drawings) for planning consent 0533/24/FUL – National Bee Supplies, Hamel Down Road, Okehampton <https://westdevon.planning-register.co.uk/Planning/Display/0326/25/VAR?cuuid=164A4FC7-B024-4A1A-A34A-3078A7C16D13>

6.2 Planning decisions – To note:

6.2.1 Ref – 3869/24/LBC - Lower Chichacott Barn, Chichacott - Householder application for proposed garden room – Conditional approval

<https://westdevon.planning-register.co.uk/Disclaimer?returnUrl=%2FPlanning%2FDisplay%2F3870%2F24%2FHHO>

6.3.1 Committee notification – Ref 3483/23/NPO - East of Okehampton Development (Parcels 3 and 4), Okehampton, Devon - Application for modification of Section 106 Agreement on 2731/15/OPA

6.4.1 National Planning guidance – Zoom – Democratic Svcs mtg (email circulated)

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

8. Beating the bounds & VE Day

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

10. Finance –

10.1 Accounts for payment –

E Young wages for February	£675.13
E Young travel	£TBC
E Young expenses	£0.00
HMRC	£0.00
Meldon hall hire 4th March 2025	£25.00

10.2 Credits received –

To note interest earned 10/02/25	£51.35
Callington Construction (Meldon quarry) upto 31.03.2025	£1174.48

10.3 Request for spending

10.3.1 Internal auditor approval

10.4 Finance general

10.4.1 Lloyds Bank letter – interest rate decrease

10.4.2 Grass cutting tender doc

10.4.3 Updated asset register sign off

10.5 Grants

10.5.1 Grant feedback form

10.5.2 Okehampton United Charity – to consider request for £1049.69 or £973.44 (tbc) towards the running costs of allotments.

10.6 RFO report/Bank reconciliation – Cllr Littlejohns to approve

Prepared by Emily Young, Parish Clerk and Responsible Financial Officer

Balance per bank statements as at 26 February

2025	£	£	
Current account (Treasurers)		1942.64	Current Account (36901368)
Deposit account (BB Inst online)		56,952.91	Savings Account (38166660)
		58,895.55	
Less: any unrepresented cheques	0	0.00	
Add: any unbanked money	0	0	

Net bank balances as at 26 February 2025 **58,895.55**

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

Cashbook

Opening Balance	58,800.13	
Add: Receipts in the Year	1,225.83	(up to 10/02/2025)
Less: Payments in the Year	1,130.41	(Include VAT - up to 05/02/2025)
	58,895.55	
Closing balance per cash book (receipts and payments book) as at 26 February 2025 (must equal net bank balances above)	58,895.55	0.00 Difference

11. Environmental issues

11.1 Odours East of Okehampton – to receive an update

12. Open Spaces

12.1 To receive update from Working Group

12.2 White Wood Management – Clerk

12.3 STOC coppicing at Meldon woods

13. Highways

13.1 Damaged fence by A30. Reported to Highways England (again 08.01.25) **Ref:** FMS6950731

13.2 Residents letter Crediton Road

13.3 20's plenty campaign

13.4 West Devon Matters (Police) mtg – 23 April 7pm (in person or online)

14. Economic Development Projects

14.1 Okehampton BID– to receive an update

14.2 Regeneration project to receive an update

15. Annual parish meeting - format

16. Neighbourhood plan & OTC (letter circulated)

17. North Devon Health Initiative report (email circulated)

18. To review and adopt updated Risk Assessment policy (to be circulated)

19. Community governance meeting

20. Meeting dates May – December 2025 inclusive

21. To confirm date of next meeting – Tuesday 1st April 2025 at 7.30pm Meldon village hall

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.’

22. To note current WDBC Enforcement case list and information.