



Okehampton Hamlets Parish Council

To all Members of the Council

You are hereby summoned to attend the ordinary meeting of the Council to be held at 7.30pm on Tuesday 9 September 2025 at Meldon Village Hall, Meldon, Okehampton

Emily Young, Parish Clerk, dated 03/09/2025

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. Chairmans welcome to include Okehampton BID Manager, Kathy

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 -

To receive disclosures of unregistered or other interests from Councillors on matters to be considered at the Meeting. The disclosure shall include the nature of the interest. If a Member becomes aware, during the course of a meeting, of an interest that has not been disclosed under this item they must immediately disclose it. Under the Code of Conduct Councillors with a registerable interest must leave the room for the duration of consideration of the item to which the interest relates. Those with a 'other' interest must apply the tests set out in the Code of Conduct as to whether or not there are circumstances that might enable them to remain.

4. Apologies – Cllr Wood

To receive and accept apologies for absence

5. Approval of Minutes of previous meeting held on 5 August 2025.

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 – 2268/25/VAR – Meldon garage, Meldon - Application for variation of condition 2 (approved plans) of planning consent 0548/25/FUL

6.1.2 Ref – 2255/25/FUL – Land opposite industrial estate, Exeter Road, Okehampton – Translocation of existing hedge bank to north of POS to create a straighter hedge design

6.1.3 Ref – 2304/25/FUL – St Jude, Thorndon Cross, EX20 4NE – Proposed replacement dwelling and creation of ancillary art studio – WDBC have received this application and are consulting OHPC as a neighbouring parish to the site

6.1.4 Ref – 2354/25/FUL – Land at SX 612 953 Stockley – Construction of food store (Class E A) with associated parking, landscaping, drainage and servicing

6.1.5 Ref – 2246/25/VAR – Mole Avon Stockley – Variation of condition 6 of planning permission 8719/2006/OKE to allow sale of food within the existing store to an area not exceeding 250sqm

6.2 Planning decisions – To note:

3493/23/VPO Variation of S106 Agreement (approval granted)

Applicant Name: Barratt David Wilson Homes

<https://westdevon.planning-register.co.uk/Planning/Display/3493/23/VPO>

0284/25/FUL Full Planning Application (Conditional approval)

Applicant Name: Farmer Luxtons Farm Shop

<https://westdevon.planning-register.co.uk/Planning/Display/0284/25/FUL>

1728/25/ARC Approval of Details Reserved by Conditions (Discharge of Condition Approved)

Applicant Name: Mr Andrew Wildish - Barratt Homes

<https://westdevon.planning-register.co.uk/Planning/Display/1728/25/ARC>

1782/25/ARC Approval of Details Reserved by Conditions

Applicant Name: Mr Colin Field Officer: **Richard Nicholson**

Grid Reference: (260683, 95590)

Site Address: Land At Sx 606 955, Higher Stockley Mead, Okehampton

Decision: **Discharge of Condition Approved**

<https://westdevon.planning-register.co.uk/Planning/Display/1782/25/ARC>

6.3 Planning correspondence

6.3.1 Ref-3815/24/OPA – planning consultation highway reply – Land adjacent to Baldwin Drive Radford Way Oke

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

8. Local government re-organisation - to consider feedback and matters arising from any updates and meetings attended

9. Beating the bounds

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

11. Finance –

11.1 Accounts for payment –

Mrs E Young wages	£665.93
Mrs E Young – travel	£15.30
Mrs E Young – expenses	£TBC
Meldon hall hire	£25.00
Internal auditor Paul Russell	£150.00
WestCountry Grounds Mntce OTP grass July	£67.00+
Broadbury landcare (grass July)	£160.00
PKF Littlejohn Inv SB20250976	£210.00+
WesternWeb Invoice 25084	£15.00+
Dartprint (Meldon wildlife poster)	£27.00+
Men in Sheds 10 bird boxes	£100.00
WestCountry Grnd Mntc OTP grass & weed Aug	£117.00+

11.2 Credits received – to note

Interest earned 09/07/25	£43.20
Interest earned 11/08/25	£47.55
01/08/25 OTC grant (BtheB)	£200.00
02/7/25 Oke commoners grant (BtheB)	£400.00
26/6/25 HMRC VAT credit	£2,504.20
28/8/25 Payment for ash wood	£300.00

11.3 Request for spending

11.3.1 National pay increase - Clerk hourly increase of 50p per hour backdated to 1st April 2025

11.4 Finance general

11.4.1 AGAR 2025 external auditor report & conclusion of audit

11.4.2 Qly review budget vs actual

- 11.4.3 Lloyds Bank interest rates reducing 09.09.2025
- 11.4.4 To note Lloyds Bank debiting £4.25 monthly service fee

11.5 Grants

- 11.5.1 Okehampton Womens Institute £500.00
- 11.5.2 Meldon viaduct Okehampton £500.00
- 11.5.3 Feedback to OTC for Bthe B grant received of £200

11.6 Bank reconciliation as at 3rd Sept 2025

Prepared by Emily Young, Parish Clerk and Responsible Financial Officer

Date 3/September/2025

To be approved by - Cllr Martin Littlejohns

At the Parish Council meeting on 9 September 2025

Balance per bank statements as at 3 September 2025

	£	£	
Current account (Treasurers)		800.83	Current Account (36901368)
Deposit account (BB Inst online)		74,677.94	Savings Account (38166660)
		75,478.77	
Less: any unrepresented cheques	0	0.00	
Add: any unbanked money	0	0	
Net bank balances as at 3 September 2025		75,478.77	

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

Cashbook

Opening Balance	75,149.98	
Add: Receipts in the Year	4231.41	(up to 28/08/25)
Less: Payments in the Year	3902.62	(Include VAT - up to 17/06/2025)
	75,478.77	
Closing balance per cash book (receipts and payments book) as at 3 September 2025 (must equal net bank balances above)	75,478.77	0.00 Difference

12. Environmental issues

13. Open Spaces

- 13.1 To review information sent by White Wood Management
- 13.2 To review Meldon viaduct tree and shrub clearance

14. Highways

- 14.1 Damaged fence by A30. Reported to Highways England
- 14.2 St James crossing – wig wag

15. Economic Development Projects

- 15.1 Okehampton BID
- 15.2 Regeneration project

16. Community governance- Dog poo bin request. Asset value.

17. Okehampton castle

18. Review of reserves policy

19. Wider Okehampton cluster group invitation

- 20. Proposed sports pitches
- 21. Emergency planning event
- 22. Consultation- West Devon Draft Statement of Licensing Policy - Have your Say

23. Correspondence

23.1 Various highways notifications please see website homepage for details <https://www.okehamptonhamlets-pc.gov.uk/index.php>

24. To confirm date of next meeting – Tuesday 7th October 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.’

- 25. To note current WDBC enforcement case list and information.
- 26. Betty Cottles Inn