



Okehampton Hamlets Parish Council

Locum Clerk: Mrs P. Clapham, Penton Chapel, Christow, Exeter, Devon, EX6 7NP.

6th January 2026

To Members of Okehampton Hamlets Parish Council.

You are hereby summoned to attend a Meeting of Okehampton Hamlets Parish Council, to be held **on Tuesday 13th January 2026 at 7pm in Meldon Village Hall for the purpose of transacting the following business.**

Members of the public and press are invited to attend the meeting.

Penny Clapham

Penny Clapham BA (Hons) PSLCC
Locum Clerk to the Council

AGENDA

1) PUBLIC DISCUSSION

An opportunity for members of the public to make representations, answer questions and give evidence in respect of any item of business on the agenda, or any matter of interest to the parish. The period of time designated for public participation shall not exceed 15 minutes. (Standing Orders 3e and 3f).

Reminder that members of the public are not allowed to raise issues when Council is in committee.

2) Apologies For Absence: Cllr. Wood.

3) Declarations Of Interest: In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at West Devon Borough Council within 28 days of the change.

4) Matters raised by the Chairman (for information)

5) District and County Councillor Reports -

6) Minutes – to approve and sign the Minutes of the meeting held on the 16th December 2025.

7) Budget – to discuss and resolve to agree a budget for the year 1st April 2026 to 31st March 2027.

8) Precept – to resolve to set the precept for the year 1st April 2026 to 31st March 2027.

9) Parkway Station – to receive an update if available.

10) Environmental Issues – to receive any updates.

11) Open spaces –

12) PLANNING

Planning Applications – West Devon Borough Council has asked for observations from the Parish Council on the following planning applications:

- a) 3599/25/FUL Extension to sawmill, Land at SX 568 947 (Okehampton Saw Mill)
- b) 1039/25/ARM READVERTISEMENT (revised plans and details) Application for approval of reserved matters (relating to appearance, landscaping, layout & scale) following outline approval reference 2731/15/OPA for construction of 91 dwellings, public open space, landscape planting, pedestrian, cycle and vehicular links and associated infrastructure, land at Parcel 4B, East of Crediton Road, Okehampton.

Planning Decisions

a)

13) FINANCE

| Expenditure | | |
|--------------------------------------|--|---------|
| GX Accountancy – payroll services | | £73.50 |
| Westernweb Ltd – renewal of webspace | | £96.00 |
| M. Cooper – pasties for volunteers | | £72.70 |
| Locum clerk – expenses | | £703.39 |
| Raven Quest – activities | | £225.00 |

Income

Bank Reconciliation and Statement, for information – not available at present
Council to resolve to accept the accounts.

14) Community Governance – to discuss the wording and costs of the proposed leaflet to go into council tax invoices.

15) Grant funding –

- i. Citizens Advice application for a grant
- ii. Okehampton Pickleball Club – request for £350

16) Banking – to consider changing from Lloyds Bank to Unity Trust Bank (information circulated to all councillors prior to this meeting.)

17) Policies – to resolve to agree the following policies

- i. Asset Register Policy (currently based on current value; recommended to be based on purchase value)
- ii. IT Policy – new and required for assertion 10 at the end of this financial year
- iii. Co-option Policy

18) Clerk's report –

Councillor's reports and External Meetings attended (for information only)

Items for Information - The next council meeting will be on 3rd February 2026 in the Village Hall

Email Circulation

DALC Bulletin 54 (sent 18/12)

