



# **Okehampton Hamlets**

## **Parish Council**

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

28<sup>th</sup> 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 3<sup>rd</sup> February 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:**

**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 13<sup>th</sup> January 2026.

**7) Gritter** – to consider the purchase of a gritter. To agree actions and associated expenditure.

**8) Support for Community Transport in Hamlets** – to agree actions and associated expenditure.

**9) Open spaces** –

- i. Signage for Meldon Woods; for discussion.
- ii. Footpath gate entry into the woods requiring repair – to receive an update.
- iii. Old Town boardwalk requires repair – to receive an update.

## **10) PLANNING**

**Planning Applications** – West Devon Borough Council has asked for observations from the Parish Council on the following planning applications/Dartmoor National Park

- i. 0026/26 Replacement asbestos roof with slate alternative, Building 85, Okehampton Army Training camp.

### **Planning Decisions**

a)

## **11) FINANCE**

<b>Expenditure</b>	Hall hire charge	£20.00
	Locum Clerk expenses	£tba
	Western Web – balance	£6.00
	Raven Quest – Nov to Jan	£575.00

### **Income**

Bank Reconciliation and Statement, for information – circulated prior to this meeting.  
Council to resolve to accept the accounts.

**12) Internal Auditor** – to resolve to appoint Hania Lee of Lee Accounting as Council's internal auditor year ending 31<sup>st</sup> March 2026.

**13) Asset Register and Policy** – for discussion and action.

**14) Parish Online mapping service** – to consider if Council wish to continue using this service. Cost for another year is £45.00.

**15) Parkway Station** – drop off points - There will be a designated pick-up and drop-off area within the station car park. The car park will be monitored by ANPR cameras, but customers will have a 20-minute grace period for pick up and drop off purposes. Due to limited space available on Hameltdown Road it was not possible to include a drop off area on this side of the station.

**16) Defibrillator** – training to be arranged.

### **17) Clerk's report**

- i. Thanks received from Jonathan Small on behalf of the Pickleball Club for the grant received.

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

**Items for Information** - The next council meeting will be on 3<sup>rd</sup> March 2026 in the Village Hall.

### **Email Circulation**

Okehampton Health & Wellbeing Alliance Minutes