



Okehampton Hamlets Parish Council

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30th June 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 7th July 2026 at 7.30pm 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
Clerk to the Council

AGENDA

1A) Co-option to Council – Council to co-opt to fill a vacancy.

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 2nd June 2026.

7) Joint Local Plan – Scoping consultation to gather views open from 16th July to 14th September. For discussion and possible action.

8) PLANNING

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

- i. 1556/26/FUL Demolition of golf buggy store, covered walkways, construction of replacement reception building & covered walkways, construction of balconies to existing hotel rooms (including hot tubs), partial façade recladding, improvements to ‘activities barn’ entrance & associated landscaping & drop off area, Ashbury Hotel, Higher Maddaford, Southcott.
- ii. 1706/26/CLE Use of land for the siting of a caravan for use as a single residential dwelling (class C3), Land adjacent 2E Cranmere Road, Exeter Road Industrial Estate, Okehampton.

Planning Decisions

- a) 0729/26/FUL Change of use from residential care home (Class C2) to dwellinghouse (Class C3) (no external works), Fairways Lodge, Thorndon Cross
CONDITIONAL APPROVAL

9) FINANCE

Expenditure	Broadbury Landcare – grass cuts	£170.00
	Westcountry Grounds Maintenance	£84.42
	Employment June	£355.20
	HMRC Q1	£92.85
	GX Accountancy – payroll for Q1	£63.00

Income

Bank Reconciliation and Statement, for information
Council to resolve to accept the accounts as listed above.

10) Grant applications –

- i. Wren Music for £500 to assist in the creation of two music walls at St. James primary school.
- ii. Okehampton WI for £250 to assist with running costs.

11) Dartmoor Beast – a fund-raising trail run in aid of Hospiscare, 27th September. Organiser are requesting permission to site portaloos in the car park at Meldon Quarry. For discussion and decision.

12) Meldon Quarry – request to use the quarry; detail to Cllr. Littlejohn. To agree actions.

13) Community Governance Order – draft circulated prior to this meeting. To be considered and actions agreed.

14) Policies to review –

- i. Standing Orders: removed planning committee TOR’s and delegated authority.
- ii. Financial Regulations
- iii. Reserves Policy
- iv. Internal Control Policy
- v. Complaints Policy: updated to include data protection protocols

15) Clerk's report –

- i. Thank you email received from the Safe Space for their grant. Also from Hospiscare.
- ii. Report from Clerk’s attendance at the SLCC training conference June 3rd. See below.
- iii. Request for annual leave from 17th to 28th August inclusive.
- iv. Signing Clerk’s contract of employment.

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

Items for Information - The next council meeting will be on **tba** 2026 at **Meldon Village Hall**.

Email Circulation

DALC Bulletin 26 (sent 08/06)

Planning Changes (sent 15/06)

DALC Bulletin 27 (sent 15/06)

DALC Bulletin 28 (sent 25/06)

DALC Bulletin 29 (sent 29/06)

Dartmoor National Park – Notice of Intention to commence Local Plan preparation (sent 01/07)

Report -

- 1) Making the AGAR digital. In their wisdom, the accounts and audit body are making the annual reporting document known as the AGAR, digital from 2027. This means Councils will have to download an APP to the computer, sign in, create passwords and so on. BUT we will still have to print the thing off in order for 'wet' signatures to be added. I will be doing additional training on this in November.
- 2) Cash access and banking hubs – not pertinent to our smaller parish councils.
- 3) Raising local resilience – not especially interesting
- 4) Navigating change and proper practices – more on the accounting systems to be put into place from 2027
- 5) Assertion 10 compliance – we are up to date on this assertion regarding data protection and the policies that we all need to have in place. The only thing I have not put into place is training for councillors.....
- 6) Shared decision-making for communities – he nearly sent me to sleep
- 7) Multi-location meetings – as it says joining together for meetings.

End of the day – it was useful in that I met with many other clerks that I know, also exhibitors, re-stocked my pens and notebooks, and actually did learn something.