



Okehampton Hamlets Parish Council

Minutes of a Virtual Meeting held at 7.30 pm on Tuesday 2nd February 2021.

Councillors Present -

R Maile
M Cooper
B Wood
P Heard
D Webber
M Littlejohns
J Heard

WDBC – Cllrs A Leech, Mrs J Yelland and M Davies

Mrs J Gillard, Parish Clerk

1. **Members of the Public** – there were no members of the public present.
2. **Declarations of Interest** – Cllr Wood declared a personal interest in item 10.1 as he is an allotment holder also in 10.2 as his wife is Chair of ORIG. Cllrs Ewen, Webber and Cooper declared an interest in item 10.2 as they are Trustees of OUC.
3. **Apologies** – no apologies were received.
4. **Approval of Minutes of previous meeting held on 5th January 2021** the minutes of the meeting were approved as being an accurate record, proposed by Cllr Wood, seconded by Cllr P Heard, signing of the minutes was deferred until a face to face meeting could take place.
5. **Planning** – to consider and agree response to applications listed below together with any others received up to date of this meeting.
 - 5.1 WDBC 4117/20/HHO Householder application for alterations and extension to provide master bedroom above garage, 8 Kellands Lane, Okehampton. Councillors resolved to support the application, proposed by Cllr Littlejohns, seconded by Cllr Webber.
 - 5.2 WDBC 0002/21/HHO Householder application for addition of bedroom within loft space and proposed single dormer window, 99 Stock Park, Okehampton. Councillors resolved to support the application, proposed by Cllr Webber, seconded by Cllr P Heard.
 - 5.3 Okement Park Street Names – to agree approx 10 names for submission to Barratt David Wilson Homes for the new development. Councillors resolved to support the names previously circulated by Clerk which relate to historic field names of the area together with Nexus Way for the Link Road and use of the names Coombe, Ward and Watts.
 - 5.4 WDBC - Planning Inspectorate APP/Q1153/W/20/3257061: Ashbury Hotel and Golf Club, EX20 4NL – to note decisions of appeals. Noted.
6. **DCC and WDBC** – to receive any reports/updates from Councillors present.

The Chairman thanked the WD Councillors for attending, and advised the Council would welcome written reports from them in advance of the meeting if they wished to do that and that their attendance at the meetings was much appreciated.

Cllr Davies reported that the Elections Office were looking for additional staff for the elections taking place on 6th May.,

WD Parking – consultation out to the public at the present time, main issue is long term car parks, length of stay and costs. Fly-tipping is on the increase everywhere. Business Grants are being processed. COVID-19 Compliance officers are out visiting businesses in the area. There is a council Audit meeting next week.

Cllr Yelland – WD are holding talks with Network Rail, GWR and DCC in connection with the position with the rail line and the Bere Alston to Tavistock line.

Some WD Waste Staff have tested positive to COVID-19, teams are isolating and this has caused a problem with dog bin emptying as priority is being to kerbside collections.

Cllr Leech advised WD had appointed a Vulnerability Officer who is to identify who is vulnerable in the community and identify ways of communicating with them.

Kellands Lane blockage – resolution of the issue proving difficult, a meeting is to take place between the Legal team in WD and the Planners.

7. Neighbourhood Planning - to receive an update on joint Okehampton Councils

Cllr Wood advised the Group have had meetings, individual members have been allocated specific tasks and good progress is being made with the Draft Plan. Further meetings planned.

8. To receive reports from meetings attended by Parish Council representatives including –

Okehampton Matters – attended by Cllrs Wood and Maile. Police are finding the number of visitors to Dartmoor difficult to deal with. Overall theft incidents are not too high in this area. Insp Sloman is leaving his role at the end of May. G7 summit will be a stretch on Police resources. There has been a slight increase in the number of domestic violence incidents.

Cllr Ewen joined the meeting.

OkeRail – attended by Cllr Wood. Government announcement re funding still awaited although Network Rail have started work on the line. There is a need to divert bus routes to include the Station when the line is open.

9. Open Spaces.

9.1 Meldon Woods lay by and car park – to discuss any recent issues including litter in Aplite Quarry car park. Cllr P Heard advised an individual had been found to be causing damage to the area, this has been reported to the Police. Replacement signs still needed.

Cllr Yelland left the meeting.

9.2 - 5 yearly Inspection of Meldon Woods and OTPLNR – inspection nearly complete, report awaited.

9.3 General discussion re ongoing general management of Meldon Woods and Old Town Park. A small group of Councillors met to discuss emergency works, agreed full walk of woods and further discussion required when 5 yearly inspection report received.

9.4 Notice Board in Romansfield Estate – to receive update from Clerk. Clerk awaiting visit to site office to progress.

10. Correspondence

10.1 Okehampton United Charity – to consider grant request for £315 towards annual costs of running allotments. Councillors agreed this to be treated as a revenue cost as opposed to a grant. Cllrs resolved to support payment, proposed by Cllr Littlejohns, seconded by Cllr Maile. Cllrs Cooper, Webber, Ewen and Wood took no part in discussion or vote.

10.2 Okehampton Rivers Improvement Group – to consider grant request for £150 for new equipment for their volunteering work keeping areas tidy. Resolved to support request, proposed by Cllr Littlejohns, seconded by Cllr Cooper.

10.3 Torridge, North, Mid & west Devon CAB – to consider grant request for £500. Resolved to support request, proposed by Cllr J Heard, seconded by Cllr Ewen.

10.4 DCC Interim Devon Carbon Plan – to consider response to Public Consultation which ends 15th February. Agreed councillors to submit individual responses.

10.5 Dartmoor Multi Academy Trust – to consider letter requesting support re proposed new school in Okehampton. Councillors resolved to support submission and agreed draft wording of letter of support previously circulated by Clerk.

10.6 Cllr Wood advised he had received an informal verbal request from a member of Okehampton Town Council to hold jointly organised events for the Platinum Jubilee Celebrations in 2022. Councillors agreed to discuss this further when formal approach received.

10.7 Cllr Wood advised he had received an informal approach from a West Devon BC Member re proposed cycleway between Sticklepath and Okehampton, potential funds towards feasibility study may be available from Okehampton Medical Centre, formal approach awaited. Cllr Wood advised that he had had an email from North Tawton Town Council who wished comments on their Climate Action Plan. He advised that he would respond in due course.

11 Updates on Flood Plan and Snow Plan and actions required. – Flood Plan , request received for sandbags for property at Fatherford, Cllrs Ewen and Wood to liaise with homeowner. Snow Plan – actions completed apart from siting of one bin in Meldon Fields.

12. Welcome Booklet – to receive update from Clerk. Draft circulated to all councillors who were asked to submit any amendments required to Clerk by end of this week.

13. Finance –

13.1 Accounts for payment –

Mrs J Gillard (wages £321.22, Mileage £0,)	£ 321.22
N Johns (Litter picking)	£ 135.00
Lexis Nexis (Council info book)	119.99
Okehampton Town Council	666.00
Parish On Line	£ 40.50
GX Accountancy	£ 22.50

13.2 Bank Reconciliation and Statement of Budget – Noted.

14. Review of Policies and Documents

14.1 Standing Orders – to review existing adopted document and consider if any amendments required. Resolved no amendments required to document including Terms of Reference of Planning Committee , proposed by Cllr Wood and seconded by Cllr Cooper.

14.2 Grant Terms and Conditions including priorities for use of additional budget in this area for 2021/22. Previously circulated revised Terms and Conditions reviewed, Cllr Cooper suggested a mentoring scheme could be introduced, Clerk to update draft prior to further discussion at next meeting. Priorities for use of budget to be discussed further when year end figures known.

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.’ Proposed by Cllr Wood, seconded by Cllr Webber.

15. Open Spaces

15.1 Works in Meldon Woods - potential inclusion of work required to track as raised by Ian Brooker at previous meeting. Agreed visit to site required prior to making any decisions, carry forward to next meeting.

15.2 Works recently carried out in Meldon Woods – discussion took place on works recently carried out. The Chair and Clerk reported why recent decisions taken had been made and members were reminded no further work would be carried out prior to a tendering process being undertaken.

15.3 Felled and Fallen wood – to agree policy for all future wood. Initial discussions took place, agreed policy could not be agreed at this stage, all to consider options further for discussion again at next meeting.

15.4 Shed rent for 2022 – to review rent and agree figure for 2022. Resolved to retain rent at £450 per annum, proposed by Cllr Wood seconded by Cllr Webber. Also resolved to pay Mr Johns an additional one off sum of £40 for litter picking during the pandemic, proposed by Cllr Ewen, seconded by Cllr Cooper.

15. To note current WDBC Enforcement cases list and information. Noted.

16. Date and venue of next virtual meeting to be confirmed as 2nd March 2021

The meeting was declared closed at 9.10 pm

Signed Date

Minutes 259/4