



## Okehampton Hamlets Parish Council

### To all Members of the Council

You are hereby summoned to a Meeting of the Council to be held at 7.30pm on Tuesday 1<sup>st</sup> April 2025 at Meldon Village hall, Meldon, Okehampton

*Emily Young, Parish Clerk, dated 26/03/2025*

### 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. 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.

#### 2. Declarations of Interest -

#### 3. Apologies

#### 4. Approval of Minutes of previous meeting held on 4<sup>th</sup> March 2025

#### 5. Matters arising - To ensure the tasks assigned at the previous meeting have been completed –

**Clerk** – 0480/25/NMM Clerk asked to query Grass cutting Clerk asked to contact the two existing contractors for their prices for next two years. Grant feedback form. Clerk to add to website and then all Cllrs to test. Clerk to re-circulate wood signs to be made. 20's plenty campaign – OTC N.Plan Clerk asked to ask OTC which areas in Hamlets they wish to look at.. 2025 Meeting dates May – December 2025 inclusive – Clerk to book including August although Clerk will be on annual leave. **Cllr Littlejohns** - Arrange tidy up wood under viaduct area. **Cllr Cooper** - collect archive papers. **Cllr Ewen** – Check and top up all salt bins (if needed)

#### 6. Planning – to consider and agree response to applications listed below together with any others received up to date of this meeting:

**6.1 Ref – 0548/25/FUL** – Meldon garage, Tavistock Road – Extend existing garage

<https://westdevon.planning-register.co.uk/Planning/Display/0548/25/FUL?cuuid=B567B1DB-81AB-470A-8C51-DA6ECAAF0BEB>

#### 6.1 Planning decisions – To note:

**6.1.1 Ref – 0572/25/ARC** - Manor House Hotel, Okehampton, EX20 4NA- Approved.

<https://westdevon.planning-register.co.uk/Planning/Display/0572/25/ARC>

**6.1.2 Ref – 0063/25/HHO** – Approved. Maddaford Retreat Thorndon Cross EX20 4NE

<https://westdevon.planning-register.co.uk/Planning/Display/0063/25/HHO>

#### 6.2 Planning withdrawn – To note:

**6.2.1 Ref – 0084/25/ARC** – Persimmon Homes - **Site Address:** Land Opposite Industrial Estate, Exeter Road, Okehampton <https://westdevon.planning-register.co.uk/Planning/Display/0084/25/ARC>

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

## 8. Beating the bounds & VE Day

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

## 10. Finance –

### 10.1 Accounts for payment –

E Young wages for March	£TBC
E Young travel	£33.30
E Young expenses	£10.00
HMRC	£TBC
Meldon hall hire 1 <sup>st</sup> April 2025- Inv 250395	£20.00
Meldon hall hire 15 <sup>th</sup> April 2025 – Inv 250396	£30.00
Matt Parkins – Meldon woods and OTP – Inv RQ2508	£250.00
Devon Communities Together Membership	£50.00

### 10.2 Credits received –

To note interest earned 10/03/25	£43.69
Endurance GB 04/03/2025	£250.00

### 10.3 Request for spending

#### 10.3.1 Grass cutting contractors

### 10.4 Finance general

10.4.1 To note invoice from Lloyds Bank £4.25 monthly fee

10.4.2 Year end statement

10.4.3 Q4 budget monitoring report

10.4.4 To note PKF Littlejohn confirmed as external auditor. Deadline for audit submission 31 July 2025.

### 10.5 Grants

## 10.6 RFO report/Bank reconciliation – Cllr Littlejohns to approve

Prepared by Emily Young, Parish Clerk and Responsible Financial Officer – Dated 26/03/2025

### Period ending 26 March 2025

#### Balance per bank statements as at 26 March

2025	£	£	
Current account (Treasurers)		528.24	<b>Current Account (36901368)</b>
Deposit account (BB Inst online)		56,996.60	<b>Savings Account (38166660)</b>
		<b>57,524.84</b>	
<b>Less: any unrepresented cheques</b>	0	0.00	
<b>Add: any unbanked money</b>	0	0	

#### Net bank balances as at 26 March 2025

**57,524.84**

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

#### Cashbook

Opening Balance	58,895.55	
Add: Receipts in the Year	293.69	(up to 10/03/2025)
Less: Payments in the Year	1,664.40	(Include VAT - up to 18/03/2025)
	<b>57,524.84</b>	
<b>Closing balance per cash book (receipts and payments book) as at 26 March 2025 (must equal net bank balances above)</b>	<b>57,524.84</b>	0.00 Difference

**11. Environmental issues**

**11.1** Odours East of Okehampton – to receive an update

**12. Open Spaces**

**12.1** To receive update from working group

**12.2** White Wood Management – Clerk

**12.3** STOC work at Meldon woods and OTP

**13. Highways**

**13.1** Damaged fence by A30. Reported to Highways England (again 08.01.25) **Ref:** FMS6950731

**13.2** St James crossing

**14. Economic Development Projects**

**14.1** Okehampton BID

**14.2** Regeneration project

**15. Annual parish meeting**

**16. OTC Neighbourhood plan letter**

**17. Community governance meeting**

**18. Okehampton castle**

**19. Local government reorganisation**

**20. National planning guidance**

**21. To confirm date of next meeting** – Tuesday 15<sup>th</sup> April 2025 at 7.30pm Meldon village hall for the annual parish meeting.

**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.’

**22. To note current WDBC Enforcement case list and information.**