

**Minutes of Okehampton Town Council Policy and Resources Committee Meeting  
held on Monday 13<sup>th</sup> November 2017 at 7pm in the Council Chamber,  
Town Hall, Okehampton**

**Committee Members Present:** Councillor Mrs J Yelland (Chairman)  
Councillor Mrs V Cushing  
Councillor T Leech (Chairman, Planning)  
Councillor Mrs J Goffey (Mayor)  
Councillor P Vachon  
Councillor Mrs C Marsh (Chairman, Parks)  
Councillor T Cummings  
Councillor S Parkins  
Councillor B Tolley  
Councillor D Weekes (Chairman, Property)

**Other Members Present:** Councillor Miss C Holt  
Councillor Mrs J Carpenter  
Councillor Dr M Ireland

**In Attendance:** One member of the public  
Mrs E James (Town Clerk)

		Action
324	<b><u>Declarations of Interest</u></b> – None	
325	<b><u>Apologies for Absence</u></b> – None	
326	<b><u>Deferment of Business</u></b> – None	
327	<b><u>Members' Questions</u></b> – None.	
328	<b><u>Minutes</u></b> – Following an amendment to Min Ref 371 (i) to read 'The Christmas lights and trees would be going up on the 26 <sup>th</sup> November' and the removal of the rest of the sentence, the minutes of the Policy and Resources Committee meeting held on 16 <sup>th</sup> October 2017 were <b>APPROVED</b> and signed by the Chairman on the proposition of Cllr Marsh, seconded by Cllr Goffey.	
329	<b><u>Grant Applications</u></b> – The Committee considered the following applications for Town Council grants:	
329.1	<b>Okehampton Chamber of Trade</b> – Cllr's Marsh and Goffey declared interests. On the proposition of Cllr Weekes, seconded by Cllr Cummings, (two abstentions) it was <b>RESOLVED</b> to grant £1500 towards the cost of the replacement of Christmas lights.	
329.2	<b>Okehampton PADS</b> – On the proposition of Cllr Cummings, seconded Cllr Leech, it was <b>RESOLVED</b> to defer a decision until further information was received. Information required included the proposed location of the units, details of funding of future maintenance and replacement, the electricity supply sources and confirmation of the charitable status of the group.	
330	<b><u>Finances</u></b> - The management accounts for the month ended 31 <sup>st</sup> October 2017 had not been finalised in time – deferred until the next meeting.	

331 **2018/19 Budget** – Items requested for further budget consideration included; Grant amounts, end of WW1 event budget increase, localism, and a wheelchair for use within the facilities if required. Cllr Marsh advised she had a wheelchair she would be happy to donate, for which she was thanked.

332 **Review of Policies and Documents** – The Committee noted the documents and policies that required reviewing, Policy Working Group to convene;

- Health & Safety Policy
- Financial Regulations
- Lone Working Policy
- Appraisal/Performance Development Review form

Cllr's/  
Clerk

333 **Members' Reports and Requests for Agenda Items -**

- (i) Chamber of Trade (Cllr Marsh) – A meeting was to be held on Thursday regarding the Edwardian Evening
- (ii) Citizens Advice (Cllr Leech) – No report
- (iii) DALC County Committee – No report
- (iv) DALC Larger Councils Sub-Committee – A meeting was being held later in the week.
- (v) Okehampton Fairtrade Group (Cllr Cushing) – Cllr Cushing reported that a meeting at which Fairtrade would be mentioned was being held later in the week
- (vi) Okehampton and District Community Transport Group (Cllr Leech) – Cllr Leech advised that he had been unable to attend the last meeting.

334 On the proposition of Cllr Leech, seconded by Cllr Marsh it was **RESOLVED** to suspend Standing Orders to allow a member of the public to speak.

A member of the public commented on the Town and Hamlets boundary, the Christmas lights in the town and urged the Council to support the lights along with other aspects of the community.

He was thanked for his comments and on the proposition of Cllr Leech, seconded by Cllr Weekes, it was **RESOLVED** to reinstate Standing Orders.

*(A member of the public left the meeting)*

## **PART TWO ITEMS**

It was **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 item as it involves the likely disclosure of sensitive and confidential information. Proposed by Cllr Goffey, seconded by Cllr Cummings.

335 **Debtors Outstanding** – It was noted that the debt was slowly decreasing in line with the agreement. Clerk to report to the Committee if there was a default in the agreement.

**Action**

336 **Courtenay Players** – The booking charges were reviewed and it was resolved on the proposition of Cllr Weeks, seconded by Cllr Leech that an invoice be issued and that the Clerk write explaining the decision.

Clerk

On the proposition of Cllr Marsh, seconded Cllr Weekes, it was **RESOLVED** to exit Part Two and ratify decisions made in Part Two.

The meeting was closed at 8pm

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Cllr Yelland  
Chairman

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