



Okehampton Town Council

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Paul R Snell
Town Clerk

10 April 2017

Dear Councillor

You are summoned to attend a meeting of the Policy and Resources Committee to be held on Tuesday 18 April 2017 at 7.00 pm in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

Paul R Snell
Town Clerk

AGENDA

Declarations of Interest - Members are reminded that they should declare any relevant interest in the items to be considered.

Urgent items - items for information only can be brought to the attention of the Committee at the discretion of the Chairman at the end of the meeting.

No decision can be taken on items not detailed on the published agenda.

1. **Apologies for Absence** - To receive apologies from those Members unable to attend.
2. **Deferment of Business** - For comment by the Public.
3. **Members' Questions** - To receive questions from Members regarding the workings of the Committee.
4. **Minutes** - To confirm, approve and sign minutes of the Policy and Resources Committee meeting held on 20 March 2017.
5. **Matters Arising** - Matters arising from the previous meeting:
 - 5.1 Availability of church venues for Civic Service 10 September 2017
 - 5.2 Policies update
 - 5.3 Expression of Interest submitted to PCC's Office re town CCTV
 - 5.4 Internal auditor appointment working group (Cllr Yelland)
 - 5.5 Staff Working Group (Cllr Goffey)

6. **Grant Applications** - To receive and consider applications for financial assistance from the following organisations:
 - 6.1 **Battle of the Bands** - To ratify payment of £500 for the Party in the Park 2017 (Minute 494.1 refers).
 - 6.2 **Tor Support Services** - Request for grant of £500 towards cost of converting space within offices to provide a third counselling room.
7. **Feedback and Acknowledgements from Grants Awarded** –
 - 7.1 Okehampton Street Pastors - feedback form on purchase of equipment
8. **Finances** –
 - 8.1 To consider, agree and adopt the management accounts (as circulated) for month ended 31 March 2017 (provisional 16-17 year end).
 - 8.2 To consider and agree schedule of ear-marked funds as at 31 March 2017.
 - 8.3 To agree expenditure of £1,800 from ear-marked reserve 4997 (electrical installation inspection).
9. **Moor Otter Project** - To determine which, out of a selection of four available otter models, will be the Town Council's sponsored version in terms of the project (minute 390 refers).
10. **Art UK Image Reproduction Agreement** - To consider renewal of the existing agreement with Art UK for reproduction and portal access permissions with the Public Catalogue Foundation.
11. **Chamber of Trade** - Correspondence from the Chamber of Trade to use the Town Hall as its correspondence address.
12. **Members' Reports and Requests for Agenda Items** - To receive reports from Members attending other organisations on behalf of the Council.
 - (i) Chamber of Trade - Councillor Mrs Marsh.
 - (ii) Citizens Advice - Councillor Leech.
 - (iii) DALC - County Committee - Councillor Mrs Marsh
 - (iv) DALC - Larger Councils Sub-Committee - Councillor Stephens & Town Clerk
 - (v) Fairtrade - Councillor Mrs Cushing.
 - (vi) Okehampton Carnival Committee - Councillor Mrs Yelland.
 - (vii) Okehampton & District Community Transport Group - Councillor Leech.

PART TWO

Items which may be taken in the absence of the press and public.

The Committee 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.'

13. **Staffing Matters** - Consideration of Clerk's salary point increment.