

**Minutes of Okehampton Town Council Policy and Resources Committee Meeting
held on Monday 16th October 2017 at 7.00pm 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 R Rush
Councillor Dr M Ireland

In Attendance: Mrs E James (Town Clerk)

	Action
260 <u>Declarations of Interest</u> – Cllr Marsh declared an interest in Min Ref 265.1	
261 <u>Apologies for Absence</u> – None	
262 <u>Deferment of Business</u> - No public presence.	
263 <u>Members' Questions</u> – None.	
264 <u>Minutes</u> - The minutes of the Policy and Resources Committee meeting held on 18 th September 2017 were approved and signed by the Chairman on the proposition of Cllr Marsh, seconded by Cllr Leech.	
265 <u>Grant Applications</u> – The Committee considered the following applications for Town Council grants:	
265.1 <u>Okehampton Carnival Committee</u> – On the proposition of Cllr Goffey, seconded by Cllr Cummings, it was resolved to grant £1000 towards the cost of the annual town carnival.	
265.2 <u>Ockment Centre</u> – Following discussion, on the proposition of Cllr Goffey, seconded Cllr Weekes it was resolved to grant £5000 towards the costs of the running of the centre.	
266 <u>Grant Feedback</u> – Feedback from grants given was noted from Okehampton United Charity as was a certification of appreciation from Pete's Dragons who despite being based in Exmouth provide support to people across the area, including residents of Okehampton.	
267 <u>Finances</u> - The Committee considered and agreed the management accounts for the months ended 30 th June and 30 th September 2017 on the proposition of Cllr Marsh, seconded Cllr Weekes.	

268	Internal Audit – The Clerk reported that the internal auditor had attended and undertaken the intermediate review, the details of which would be provided in due course.	
269	Training Budget – A free on-line asbestos training course had been sourced by the Clerk, but not yet evaluated. Bespoke training had been costed at between £400 and £500.	
270	Review of Policies and Documents –	
270.1	Equal Opportunities – On the proposition of Cllr Goffey, seconded by Cllr Leech, it was resolved that the policy be recommended to Full Council for approval following the amendment of item 4, para 2 to ‘The Council’s Park and Property Committees will have responsibility for implementing and monitoring.....’ and following staff consultation.	Clerk
270.2	Freedom of Information, Publication Scheme – On the proposition of Cllr Marsh, seconded by Cllr Weekes, it was resolved that the document be recommended to Full Council for approval.	Clerk
271	Members’ Reports and Requests for Agenda Items -	
	(i) Chamber of Trade (Cllr Marsh) – Cllr Marsh reported that a Breakfast Meeting had been held to which the Mayor and Clerk had attended. The Christmas lights and trees would be going up on 26 th November.	
	(ii) Citizens Advice (Cllr Leech) – Cllr Leech reported that a trial of CA members attending Medical Centres to assist members of the public has been successful, but due to a lack of funding would not be continuing.	
	(iii) DALC County Committee – No report	
	(iv) DALC Larger Councils Sub-Committee – The recent AGM and Conference had been attended by the Mayor and Clerk.	
	(v) Okehampton Fairtrade Group (Cllr Cushing) – Cllr Cushing report that a Baring Gould coffee morning was due to be held on 28 th October at which the Fairtrade group would have a stall. There had recently been an article and photo in the Okehampton Times. The next meeting was on 28 th November, and Fairtrade fortnight would be 26 th February to 11 th March 2018.	
	(vi) Okehampton and District Community Transport Group (Cllr Leech) – The next meeting was on 24 th October.	

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.

272	Debtors Outstanding – Following a report by the Clerk who had recently held a meeting with the debtor, it was resolved on the proposition of Cllr Leech, seconded by Cllr Goffey, that the Clerk request action as discussed by the debtor.	Action
		Clerk

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

The meeting was closed at 7.39pm

Cllr Yelland
Chairman