

Minutes of the Okehampton Town Council Policy and Resources Committee
Meeting held on Monday 28 October 2013 in the Council Chamber,
Town Hall, Okehampton at 7.00 pm

Committee Members Present: Councillor Mrs M McDonald (Chair)
Councillor T Cummings (Vice Chair)
Councillor K Ball
Councillor C Letchford
Councillor M Davies (Town Mayor)
Councillor A Leech (Chair, Planning)
Councillor Mrs J Goffey (Chair, Property)
Councillor Mrs C Marsh (Chair, Parks)

Other Members Present:

In Attendance: Mrs J Gillard (Deputising for Town Clerk)

259. **Apologies for Absence** - There were no apologies for absence presented.
260. **Deferment of Business** (for comment by the public) - There were no members of the public present.
261. **Members' Questions** - There were no questions from Members regarding the workings of the Committee.
262. **Minutes** - The minutes of the Policy and Resources Committee meeting held on Monday 23 September were approved and signed by the Chair on the proposition of Councillor M Davies and seconded by Councillor A Leech.
263. **Urgent Item** - Item brought forward by the agreement of the Chair. Personal interest declared by Councillor A Leech. Councillor M Davies reported that the road closures on Remembrance Sunday were being organised by the Lions Club instead of the firm usually employed. He advised a cost of £200 is usually incurred and Councillor M Davies proposed that the sum of £200 be paid to the Lions Club for undertaking this task, seconded by Councillor K Ball, all Councillors in agreement.
264. **Matters Arising** -
- 264.1 **Town Council Website** - The Acting Clerk advised that wi-fi had now been installed in the Council Chamber. The old website has been taken offline with a message now on the home page advising a new website is being designed. The website designers have met with staff and Councillor M Davies with the initial requirements agreed, it is hoped that the first new pages of the website will be complete very shortly.
- 264.2 **Christmas Working Arrangements/Outstanding Staff Holidays** - The Acting Clerk advised that staff were happy to fall in with the same Christmas working arrangements as West Devon Borough Council and not to take any extended holidays over this period. It was agreed that no more than five working days should be carried forward from this holiday year into the next holiday year if at all possible.

265. Finances - Councillor Letchford questioned why the debtors figure had risen to approximately £27,000 from £9,000 the previous month, Clerk to advise further details. The accounts as at 30 September 2013 were accepted on the proposal of Councillor C Letchford, seconded by Councillor T Cummings.

266. Grant Aid -

266.1 (i) Okehampton Rugby Club - The Clerk advised that individual applications had been received from three junior sections of the club and that following a discussion held with the main Club Secretary, they wished to co-ordinate these applications together and subsequently now one new application has been received covering all sections. This new application was considered and it was proposed by Councillor T Cummings and seconded by Councillor M Davies to award the sum of £500.

(ii) The House of Rachel - Councillors agreed this application did not meet the criteria of the grant aid scheme as the role of the organisation was to assist children outside the Okehampton community. This was proposed by Councillor Mrs M McDonald and seconded by Councillor T Cummings, all Councillors in favour.

266.2 Okehampton Carnival Committee - it was proposed by Councillor K Ball and seconded by Councillor Mrs C Marsh to release the sum of £1,000 to the Carnival Committee. All Councillors in favour.

267. Members' Reports -

(i) Link Committee - Councillor Cummings advised a Super Link meeting had been held where John Hart discussed the Devon County Council budget cuts and Richard Sheard covered the budgetary cuts at West Devon. Meeting notes to be distributed to all Councillors when available.

(ii) DAPC - no report.

(iii) Liaison - Clerk and Councillor Ball advised that dates were awaited from West Devon to arrange the next meeting.

(iv) Okehampton College Community Forum - no update.

(v) CAB - no meeting held.

(vi) Fairtrade - it was proposed by Councillor Mrs M McDonald and seconded by Councillor M Davies that Councillor Mrs J Goffey be appointed to represent the Council on this organisation. All Councillors in favour.

(vii) Community Transport - Councillor Mrs M McDonald advised the group have moved premises and the AGM held.

PART TWO

ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF THE PRESS AND PUBLIC ON THE GROUND THAT EXEMPT INFORMATION MAY BE DISCLOSED (if any).

The Committee is recommended to pass the following resolution:-

“On the proposition of Councillor K Ball, seconded by Councillor T Cummings, it was resolved that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting for the undermentioned item of business on the grounds that

exempt information may be disclosed as defined in the paragraph given below from Part I of Schedule 12(A) to the Act”

Paragraph 1 - Information relating to a particular employee, former employee or applicant to become an employee of, or a particular office holder, former office holder or applicant to become an office holder under the authority.

268. Staffing Matters -

It was resolved to come out of part 2 on the proposition of Councillor T Cummings, seconded by Councillor A Leech, move back into part 1 and ratify all decisions taken in part 2.

Meeting closed at 8.10 pm.

Councillor Mrs M McDonald
Chairman