

**Minutes of Okehampton Town Council extraordinary Policy and Resources Committee Meeting held on Thursday 23<sup>rd</sup> May 2019 at 2.30pm in the Council Chamber, Town Hall, Okehampton**

**Committee Members Present:** Councillor B Tolley (Chairman)  
Councillor Mrs J Yelland (Mayor)  
Councillor A Leech (Chairman, Planning)  
Councillor Mrs C Marsh (Chairman, Parks)  
Councillor P Vachon (Chairman, Property)  
Councillor G Button  
Councillor D Sangar

**In Attendance:** Mrs E James (Town Clerk)

**Other Members Present:** None

- 48 **Declarations of Interest** – None  
49 **Apologies for Absence** – Cllr Tucker

Action

**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 Leech, seconded by Cllr Marsh.

- 50 **Groundsperson Vacancy** – The interview panel, which consisted of Cllr Marsh, the Park-keeper and the Clerk, had shortlisted and undertaken interviews earlier in the week.

Action

On the proposition of Cllr Marsh, seconded by Cllr Yelland, it was **RESOLVED** that the position be offered in accordance with the recommendation of the Personnel Sub-Committee.

On the proposition of Cllr Marsh, seconded by Cllr Leech, it was **RESOLVED** to review the employment conditions as set out on the paper.

On the proposition of Cllr Leech, seconded by Cllr Sanger, it was **RESOLVED** that the template contract provided by South West Councils which differed to that normally used with regards to the seasonal hours' aspect was to be used.

On the proposition of Cllr Yelland, seconded by Cllr Leech, it was **RESOLVED** that action be taken as set out in the paper would be taken if necessary.

Clerk

- 51 **Staffing Matters** – A matter previously considered by the Personnel Sub-Committee was outlined. On the proposition of Cllr Marsh, seconded by Cllr Vachon it was **RESOLVED** to agree the recommendations of the Personnel Sub-Committee.

On the proposition of Cllr Marsh, seconded by Cllr Leech, it was **RESOLVED** that the Clerk take further action in relation to the above matter if the need arose.

On the proposition of Cllr Leech, seconded Cllr Vachon, it was **RESOLVED** to exit and ratify decisions made in Part Two and the Chairman closed the meeting at 3.46pm

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**Cllr Tolley**  
**Chairman**