

Minutes of the Okehampton Town Council Policy and Resources Committee
Meeting held on Monday 17 March 2014 in the Council Chamber,
Town Hall, Okehampton at the rising of the Parks Committee

Committee Members Present: Councillor Mrs M McDonald (Chair)
Councillor T Cummings (Vice Chair)
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: Councillor B Stephens
Councillor D Weekes
Councillor Mrs J Yelland

In Attendance: Mrs J Gillard (Acting Town Clerk)

507. Apologies for Absence - Apologies for absence were presented on behalf of Councillor K Ball.

508. Deferment of Business (for comment by the public) - There were no members of the public present.

509. Members' Questions - There were no questions raised from Members regarding the workings of the Committee.

510. Minutes - The minutes of the Policy and Resources Committee meeting held on Monday 17 February 2014 were approved and signed by the Chairman on the proposition of Councillor A Leech, seconded by Councillor C Letchford.

511. Matters Arising -

511.1 Grant Application Form/Guidelines/Feedback - It was proposed by Councillor T Cummings and seconded by Councillor A Leech that the revised forms and guidelines be adopted with effect from the start of the next financial year, subject to the following minor amendments being made -

1. Application form - include request for registered charity number if applicable.
2. Terms and conditions -
Bullet point 2 - add, there should not be a presumption that grants will be renewed on an annual basis.
Point 6 - add to sentence that grants will not be awarded to individuals, commercial or profit-making organisations or political groups or for promoting a specific religious belief.

511.2 Investment of Town Council Funds - The Chair advised the Council did already have an investment strategy policy, this now needs updating and reviewing, agreed the Chair, Councillor Letchford and the Mayor to meet to complete this.

Town Hall Charity - It was agreed the Mayor and Clerk meet prior to arrangement of a meeting for the trustees of the charity. Councillor Davies advised the investment belongs to the charity and the income to the Town Council.

Matured NatWest Bonds - It was agreed these funds needed reinvestment and the Chair advised she had identified a one-year fixed rate bond paying 1.9% with the Cambridge and Counties Bank. They also provide notice accounts paying 1.6% and 1.4%. It was proposed by Councillor T Cummings and seconded by Councillor Mrs J Goffey that a maximum of £85,000 be invested with the Cambridge and Counties Bank and that the Chair, Councillor Letchford and the Clerk be authorised to select the most appropriate account for these funds. All Councillors in agreement.

512. Finances - The finances as at 31 January 2014 were approved and signed by the Chair on the proposition of Councillor M Davies and seconded by Councillor T Cummings, subject to investigations into the following items.

1. Multiple mobile phone insurance standing orders.
2. Clarification on Mr B Armstrong standing order for expenses.
3. Current position re outstanding debts clarified together with investigations as to if payments should be made at the time of booking of facility.

513. Grant Aid - It was agreed that the list of grants already made required review, Clerk to progress this with Finance Assistant.

- (i) Workshop Under the Sky - on the proposition of Councillor Mrs J Goffey and seconded by Councillor A Leech it was agreed to look favourably on an application in the next financial year to cover purchase of specific materials for an event to be held in Okehampton. As the group covers a large area and there were no specific events known to be yet planned for Okehampton itself. All Councillors in favour.
- (ii) Ocmundtune Creative Arts - Councillor A Leech declared a personal interest. It was proposed by Councillor M Davies and seconded by Councillor T Cummings to award the sum of £500. Three Councillors in favour, two abstentions.

514. Members' Reports -

- (i) Link Committee - Councillor Cummings advised at the recent meeting a Health Watch presentation had taken place together with Councillor Ireland discussing the Okehampton railway link. TAP fund applications were approved for Bridestowe and Sourton for lengthsmen and Exbourne and South Tawton for wifi in village halls, but an application from Hatherleigh and Highampton for a Ruby Country visitor information centre was rejected. Transformation project was ongoing at West Devon Borough Council and the Chief Executive, Mr Richard Sheard, is due to retire at the end of this month.
- (ii) DAPC - no report.
- (iii) Liaison - Councillor M Davies advised Masterplanning was discussed, no progress on the link road. A coach park was to be created in the Mill Road car park, twenty car parking spaces would be lost with the work costing approximately £1,500.
- (iv) Okehampton College Community Forum - no update.
- (v) CAB - no update.

- (vi) Fairtrade - Councillor Mrs Goffey advised a successful Fairtrade fortnight had been held with good involvement from the primary school.
- (vii) Community Transport - no meeting although the Chair advised they were in need of additional funding.

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 Councillor T Cummings, seconded by Councillor Mrs C Marsh.

515. Staffing Matters

Meeting closed at 9.45 pm.

Councillor Mrs M McDonald
Chairman