



Okehampton Town Council

GRANT FEEDBACK FORM

Name of group/organisation/charity OKEHAMPTON UNITED ECCLESIASTICAL
CHARITY

Amount awarded £5,000 Date of award AUGUST 2021

Please explain below how the grant has been spent and how the award has benefited

a) your organisation or group

b) all or part of Okehampton and/or some or all of its residents

RENEWAL OF THE TWO CLOCK FACES FIXED
TO THE TOWER OF ST. JAMES CHAPEL.

COPIES OF INVOICES ENCLOSED

MANY THANKS!

Supporting documents such as accounts and receipts should be included. Further evidence
eg photographs (in suitable format for inclusion on Okehampton Town Council website) would be
appreciated.

Please note the feedback form to be completed 8 weeks after the completion of the project or, in any event,
within 12 months of receipt of the grant. Future applications will only be considered if feedback for previously
awarded grants has been received.

Okehampton Town Council, Town Hall, Fore Street, Okehampton EX20 1AA

01837 53179 townclerk@okehampton.gov.uk

The information that you provide will be held by Okehampton Town Council and used for the purpose of the administration of this grant. We will keep the information for the period of time as set out in the Council's Document Retention Policy. The information will be held securely and not be disclosed to anyone or used for any other purpose without your permission. On expiration of the retention period the information will be destroyed in a secure manner. Policies about how the Council will protect your privacy are available at www.okehampton.gov.uk/documents or by contacting the Council on 01837 53179



Okehampton Town Council

GRANT FEEDBACK FORM

Name of group/organisation/charity

OKEMENT RIVERS IMPROVEMENT
GROUP

Amount awarded

£170

Date of award

Please explain below how the grant has been spent and how the award has benefited

- your organisation or group
- all or part of Okehampton and/or some or all of its residents

The grant has helped our group to continue with the work we do. We are very reliant on grants and we thank the council for their continued support. As you know we want our town looking its best for all concerned.

Supporting documents such as accounts and receipts should be included. Further evidence eg photographs (in suitable format for inclusion on Okehampton Town Council website) would be appreciated.

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Okehampton Town Council, Town Hall, Fore Street, Okehampton EX20 1AA



SMALL GRANT APPLICATION FORM (£500 maximum)

About your Group or Organisation

*delete as required

Name of group/organisation/charity*: 1st Okehampton Rainbows & Brownies Girl Guiding	
Registered Charity Number (if applicable):	
Registered address: [REDACTED]	
Contact name and address (if different):	
Email: [REDACTED]	Telephone/mobile* [REDACTED]
Contact's role within organisation: Leader in Charge	
Cheque payable to (if different from name of organisation	

above): Girlguiding 1 okehamton Rainbow

Please give brief details of:

1. The principal role of the organisation Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community: Rainbows 5-7 Brownies 7-10
2. Total membership: in the UK 200,000 in Okehampton 39 of that age

Local Involvement

3. How does the organisation benefit the community? Gives a girl only space with no peer pressure. We work so that all members are considered equal, fully diverse and inclusional. Girls learn about their town and give back by collecting for Old peoples homes, Foodbank and the homeless as well as the Community Kitchen and now part of the Railway station garden tidying
4. Of the total membership, approximately how many reside in: a. Okehampton? 37 b. Okehampton Hamlets? 1 in Chagford 1 in Bridestow

Local Involvement (cont)

5. Average number of members attending each meeting? 39 plus leaders
6. Number of meetings per year? 40 plus others at weekends

About the Grant

7. Please state what the grant will be used for and how it will benefit Okehampton residents GuidingUK is taking over Legoland Windsor for 2 Saturdays in March making it a totally safe place for girls to have fun (no members of the public will be allowed) we would like to take our girls, but the entrance is £18 per child, plus a Coach from Okehampton is another £25 for each person this makes it prohibitive as many of our parents use the
8. Foodbank we collect for. We would like all the girls to have a chance to attend to make memories by at least being able to offer it at a reduced rate to them if we were to be granted the budget we would use it to purchase girls tickets making just the coach to be paid for Entrance is £18 & £23 for adult leaders volunteers (Girls cant go without leaders! an its 5 :1 for Rainbows 8;1 for Brownies) A 50 seater coach with a reputable company from Okehampton to Windsor return starting at £1200 Thank you for taking time to read this.

- 9 a. What is the amount of grant requested?

£500

- b. Are you contributing matched funding for the project no*

- c. Are you applying for or have you received grants or funds from other sources? NO*

- d. Is your organisation running fund-raising activities for this project? YES*

- 10 When do you anticipate the money will be spent (date) tickets have to be booked by the 26 /1/2022

Please note the feedback form to be completed 8 weeks after the completion of the project or, in any event, within 12 months of receipt of the grant. Future applications will only be considered if feedback for previously awarded grants has been received.

Certificate

I have read the guidance for grant applications. I understand that grants are only available to organisations operating locally for the benefit of Okehampton and that I have answered all questions to the best of my knowledge and on behalf of the organisation.

Signature of applicant dated ...6 December 2021

The information that you provide will be held by Okehampton Town Council and used for the purpose of the administration of this request. We will keep the information for the period of time as set out in the Council's Documentation Retention Policy. The information will be held securely and not be disclosed to anyone or used for any other purpose without your permission. On expiration of the retention period the information will be destroyed in a secure manner. Policies about how the Council will protect your privacy are available at www.okehampton.gov.uk/documents or by contacting the Council on 01837 53179.

December 2019



Okehampton Town Council

SMALL GRANT APPLICATION FORM (£500 maximum)

About your Group or Organisation

*delete as required

Name of group/organisation/charity*: OKEMENT RIVERS IMPROVEMENT GROUP

Registered Charity Number (if applicable):

Registered address:

THE TOWN HALL
FORE STREET, OKEHAMPTON EX20 1AA

Contact name and address (if different):

CHRISTINE MARSH

Email: [REDACTED] Telephone/mobile* [REDACTED]

Contact's role within organisation: TREASURER

Cheque payable to (if different from name of organisation above): [REDACTED]

Please give brief details of:

1. The principal role of the organisation: Check rivers for dumping, maintain banks, coppice, little clear. Maintain all seats installed by us and historic walk by the Castle.
2. Total membership: 23

Local Involvement

3. How does the organisation benefit the community?

Keeps the town attractive for visitors and residence alike. Keeping a standard.

4. Of the total membership, approximately how many reside in:

- a. Okehampton? Not sure.
- b. Okehampton Hamlets?

Local Involvement (cont)

5. Average number of members attending each meeting? 20
6. Number of meetings per year? 12

About the Grant

7. Please state what the grant will be used for and how it will benefit Okehampton residents?
Maintenance of seats by Kide, East Street, Mill Rd.
Castle Rd. Repair notice board Castle Rd.
8. Please supply full costings of project, equipment or activity or supply source for estimates.
(please use a separate sheet if you require further space to answer)
£576 repairs to notice board.
£300 Seat maintenance.
- 9 a. What is the amount of grant requested? £500
- b. Are you contributing matched funding for the project YES/NO*
- c. Are you applying for or have you received grants or funds from other sources? YES/NO*
- d. Is your organisation running fund-raising activities for this project? YES/NO*
- 10 When do you anticipate the money will be spent (date) ASAP.

Please note the feedback form to be completed 8 weeks after the completion of the project or, in any event, within 12 months of receipt of the grant. Future applications will only be considered if feedback for previously awarded grants has been received.

Certificate

I have read the guidance for grant applications. I understand that grants are only available to organisations operating locally for the benefit of Okehampton and that I have answered all questions to the best of my knowledge and on behalf of the organisation.

Signature of applicant

dated 20/12/21

The information that you provide will be held by Okehampton Town Council and used for the purpose of the administration of this request. We will keep the information for the period of time as set out in the Council's Documentation Retention Policy. The information will be held securely and not be disclosed to anyone or used for any other purpose without your permission. On expiration of the retention period the information will be destroyed in a secure manner. Policies about how the Council will protect your privacy are available at www.okehampton.gov.uk/documents or by contacting the Council on 01837 53179.

December 2019



Okehampton Town Council

SMALL GRANT APPLICATION FORM (£500 maximum)

About your Group or Organisation

*delete as required

Name of group/organisation/charity*: All together okehampton

Registered Charity Number (if applicable):

Registered address:

[Redacted address]

Contact name and address (if different): michelle farrell.

Email: alltogetherokehampton@gmail.com Telephone/mobile* [Redacted]

Contact's role within organisation: fund raiser

Cheque payable to (if different from name of organisation above):

Please give brief details of:

1. The principal role of the organisation:

We are a new community group that started out of Covid 19. we aim to reduce social isolation + increase the wellbeing of those who live in okehampton.

2. Total membership: 40-50 depending on which events we host.

Local Involvement

3. How does the organisation benefit the community?

Covid has really impacted our community. we aim to reduce social isolation and increase the wellbeing of those in okehampton. increasing well being reduces social anxiety.

4. Of the total membership, approximately how many reside in: ~~more people~~

a. Okehampton? 40-50

b. Okehampton Hamlets?

Local Involvement (cont)

5. Average number of members attending each meeting? *Depending on event but between 10-15 per event.*
6. Number of meetings per year? - *Depends on funding - we have held over 30 events so far.*

About the Grant

7. Please state what the grant will be used for and how it will benefit Okehampton residents?
wellbeing activities, venue hire, refreshments.
8. Please supply full costings of project, equipment or activity or supply source for estimates.
(please use a separate sheet if you require further space to answer)
- wellbeing activities £300
venue hire £100
refreshments £75*
- 9 a. What is the amount of grant requested? *£ 475.*
- b. Are you contributing matched funding for the project ~~YES~~/NO*
- c. Are you applying for or have you received grants or funds from other sources? *National Lottery, Devon Council* YES/~~YES~~*
- d. Is your organisation running fund-raising activities for this project? ~~YES~~/NO*
10. When do you anticipate the money will be spent (date) *1 year*

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Certificate

I have read the guidance for grant applications. I understand that grants are only available to organisations operating locally for the benefit of Okehampton and that I have answered all questions to the best of my knowledge and on behalf of the organisation.

Signature of applicant

dated *10/12/21*

The information that you provide will be held by Okehampton Town Council and used for the purpose of the administration of this request. We will keep the information for the period of time as set out in the Council's Documentation Retention Policy. The information will be held securely and not be disclosed to anyone or used for any other purpose without your permission. On expiration of the retention period the information will be destroyed in a secure manner. Policies about how the Council will protect your privacy are available at www.okehampton.gov.uk/documents or by contacting the Council on 01837 53179.



Okehampton Town Council

SMALL GRANT APPLICATION FORM (£500 maximum)

About your Group or Organisation

*delete as required

Name of group/organisation/charity*: Who let the Dad's out okehampton

Registered Charity Number (if applicable):

Registered address:

Contact name and address (if different):

Email: WLTD0 okehampton @
gmail.com

Telephone/mobile*:

Contact's role within organisation: Team leader

Cheque payable to (if different from name of organisation above):

Please give brief details of:

1. The principal role of the organisation:

We are a dad's and male carers group. that aims to provide Dad's with a place to have fun with their children + to meet and connect with other dads in okehampton.

2. Total membership: 30 DADS .

Local Involvement

3. How does the organisation benefit the community?

We are the only DADS only group. we aim to reduce social isolation of DADS. so they know they are not alone or

4. Of the total membership, approximately how many reside in: the parenting journey

a. Okehampton? 329

b. Okehampton Hamlets? 1

Local Involvement (cont)

5. Average number of members attending each meeting? 10-12 Due to covid.
6. Number of meetings per year? 10-11

About the Grant

7. Please state what the grant will be used for and how it will benefit Okehampton residents?

Hall hire to allow us to meet + connect dads to other DADS in Okehampton. Providing good quality sessions that provide fun for the

8. Please supply full costings of project, equipment or activity or supply source for estimates. (please use a separate sheet if you require further space to answer)

£250 Hall hire @ £25 per session

£100 refreshments

£150 childrens Activities / equipment to run sessions

- 9 a. What is the amount of grant requested?

£500

- b. Are you contributing matched funding for the project

YES/NO*

- c. Are you applying for or have you received grants or funds from other sources?

YES/NO*

- d. Is your organisation running fund-raising activities for this project?

YES/NO*

- 10 When do you anticipate the money will be spent (date) 1 year

Please note the feedback form to be completed 8 weeks after the completion of the project or, in any event, within 12 months of receipt of the grant. Future applications will only be considered if feedback for previously awarded grants has been received.

Certificate

I have read the guidance for grant applications. I understand that grants are only available to organisations operating locally for the benefit of Okehampton and that I have answered all questions to the best of my knowledge and on behalf of the organisation.

Signature of applicant

dated 6/1/2022

The information that you provide will be held by Okehampton Town Council and used for the purpose of the administration of this request. We will keep the information for the period of time as set out in the Council's Documentation Retention Policy. The information will be held securely and not be disclosed to anyone or used for any other purpose without your permission. On expiration of the retention period the information will be destroyed in a secure manner. Policies about how the Council will protect your privacy are available at www.okehampton.gov.uk/documents or by contacting the Council on 01837 53179.

December 2019



Okehampton Hamlets Parish Council

Parish Clerk: Mrs Jane Gillard, Incott Farm
Sampford Courtney, Okehampton EX20 2SR

Tel: 01837 55728

email: mail@okehamptonhamlets-pc.gov.uk

web: www.okehamptonhamlets-pc.gov.uk

Mrs Emma James
Okehampton Town Clerk
Okehampton Town Council
Fore Street
Okehampton

9th January 2022

Dear Emma

Councillors discussed your request to consider a contribution towards the costs of the Okehampton toilets within OHPC budget setting process for 2022/23.

After careful and lengthy discussions, Councillors have made the decision that they are unfortunately not able to include funding towards the toilets in the Council's budget. Councillors were very keen to ensure that any increase in precept was kept to a minimum and to ensure this happened several items had to be either removed or reduced significantly to ensure this happened.

The reasons for this response are as follows –

1. The Council has as you know taken on additional liabilities themselves and priority has to be given to all these and existing liabilities before funding can be considered for items outside of the Parish.
2. OHPC has not been able to include within their own budget all items of expenditure that they would have wanted to and also had to reduce spending in some areas; therefore to justify inclusion of funding towards the public toilets ahead of our own priorities is not considered appropriate.
3. The decision that OTC took to take over both sets of toilets within Okehampton is one they made themselves. Therefore, as it was not a jointly agreed initiative, a split of costs in the same way as the Neighbourhood Plan costs are split, is not appropriate. The NP is a jointly agreed initiative with an agreed split of the costs agreed before any costs were incurred.
4. Each Council has assets that they maintain for the benefit of residents of both the Town and The Hamlets, residents from other local Parishes and visitors to the area. Each Council's responsibilities are to budget for maintenance of their own assets irrespective of who uses them and to budget accordingly and implement cost cutting measures if required.



Okehampton Hamlets Parish Council

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Sampford Courtney, Okehampton EX20 2SR
Tel: 01837 55728
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web: www.okehamptonhamlets-pc.gov.uk

5. The Covid pandemic has seen a significant increase in use of the Open Spaces managed by this Council consequently the maintenance costs are increasing and this Council has to prioritise that.

Please pass on this reasoning to your Councillors.

Yours sincerely

Jane Gillard

Jane Gillard
Parish Clerk
Okehampton Hamlets Parish Council

**Okehampton Town Council
P & R Committee Meeting 17th January 2022
Meeting Report**

Date:	5 th January 2022
Name:	Caroline Ellis

Card Payment Facilities Proposal

In December 2020 we analysed different card readers and the Council approved the use World Pay. The card reader was put on hold as the office was not open due to the pandemic. We applied to World when we returned to the office but unfortunately, they were very unhelpful, did not return telephone calls, therefore, we have been unable to complete the application. Reviews of World Pay had been very poor so it was decided we would re-investigate the different card payment facilities.

The current bank charges for banking cash is £1.00 per 100 and cost for banking a cheque is .85p per cheque. Therefore, the cost to bank £30 cheque is .85p or 30p for cash.

Square Terminal

1.75% per in person transaction
1.9% Online payment for European Cards or 2.9% for non-European Cards
2.5% Keyed in transactions & over the phone transactions.
24/7 Phone Support
Connect to internet via ethernet cable via Wi-Fi (not portable)
PCI approved payment service
1 – 2 Days for payment to be in the bank
Square Terminal & Printer £149
Hub £29 (to connect to internet via ethernet) optional

SumUp

1.69% per transaction
Built in 3G Sim Card to connect to Wi-Fi– no cable needed (portable)
8am – 7pm Phone Support
No receipt printed for refunds
PCI approved payment service
Card Reader & Printer £149
1-3 Days for payment to be in the bank

Payment Sense

Minimum 3-month contract
No charge for card reader
£15 per month
PCI compliance £5.00 per month
0.9% Credit Cards
0.3% Debit Cards
1.9% American Express
Authorisation Fee .385p per transaction

Recommendations

	Cost of Terminal or Reader & Printer	Monthly Cost	Transaction Cost	Authorisation Fee	Number of Days for money to be in bank	Cost for £30 Transaction	Connection
Square Terminal	£149		1.75% in person Transaction. Over the phone transactions 2.5%		1 – 2 days	52p 75p	Ethernet cable
SumUp	£149		1.69% in person transaction Over the phone transactions 2.95% + 25p		1 - 3 days	51p £1.14	Via 2G Sim Card to connect to (Wi-fi No cable needed)
Payment Sense	No charge	£15 £5 PCI	0.95% credit cards 0.3% Debit Cards 1.9% American Express	0.385p per transaction	Next Day	67p 47p 95p	Via ethernet cable or Wi-Fi

It had been suggested to investigate the Zettle card reader, previously called iZettle, which is now owned by PayPal. This card reader had not been added to the recommended list as it requires either a smart phone or a tablet to operate.