

**Okehampton Town Council  
Policy & Resources Committee 7<sup>th</sup> March 2022  
Meeting Report**

<b>Date:</b>	28 <sup>th</sup> February 2022
<b>Name:</b>	Emma James

**Grant Applications – To consider the following applications for a grant:**

The grant budget for the financial year is as follows:

Grant Budget 21/22	£37,358.00
Awarded	£26,457.51
<b>Balance</b>	<b>£10,900.49</b>
To be considered	£10,120.48

**Queen’s Platinum Jubilee Celebrations – To receive an update and consider approval of the programme of events, subject to receipt of grants to cover costs over the approved budgeted figure**

To consider the following programme prepared by the Admin Officer in conjunction with the Jubilee Working group.

Thursday 2 <sup>nd</sup> June 2022	Beacon on Black Down Big Screen on show field	This is being organised by Okehampton Hamlets Parish Council.  OTC has no involvement in organising this event	£2500 for large screen Grant applied for
Friday 3 <sup>rd</sup> June 2022	Pavilion in the Park showing Thanksgiving service in St Pauls Cathedral	OCRA Organising	No Cost
Saturday 4 <sup>th</sup> June 2022	OCRA Day of Sports  Service of Thanksgiving with Christians Together  Tree Dedication  Marquee in the park for Cream tea Stage used by Courtney Players, Wren, Footsteps Community Choir  Cream teas	OCRA organising  Christians Together organising  OTC organising  OTC organising  Being organised by Inner Wheel	Grant from OCRA to OTC  May need public performance licence and Sound equipment  Oak tree £80.48 Plaque £68 + VAT  Marquee stage and flooring £1500+VAT  Cream tea costs to find out

	Jubilee Drinks bottles for sale	OTC Organising	100 x 500ml £788 100x 400ml £571 + VAT + £15 shipping
	Commemorative Booklet Brochure Printing 100 hardback Brochure Design	OTC organising	£900
	Leaflet with programme inside	OTC organising	Office printing costs and a ream of paper
	Portaloos	OTC organising	Price to be confirmed Eagle plant unable to supply now
	Child identification wrist bands	OTC organising	Price to be confirmed
	St Johns Ambulance	OTC organising	Not available Looking into other options
Sunday 5 <sup>th</sup> June	Rotary Fair	No involvement from either council	No Cost

**Okehampton Show – To receive an update from the Clerk and consider how the stand at the show will be managed and who should attend**

WDBC have confirmed that they are happy for OTC to share their pitch at no cost, OTC's contribution being the provision of a gazebo. Cllr Leech has advised that he has a gazebo he is willing to lend to OTC for the event. The only cost to OTC is therefore the entry tickets.

The Committee is requested to consider how and who will attend on behalf of the council.

**Council Mascot – To consider adopting a Council Mascot to aid the promotion of the Council at events in and around the town**

I am not aware of any other local councils who have a Mascot other than Trowbridge Town Council:



**Trowbridge Ted**  
Trowbridge Town Council Mascot  
Ted loves being out in the community and runs plenty of activities throughout the year. If you see him around town, don't be shy to ask for a picture!

For marketing and promotion purposes the Council could consider the adoption of a Council Mascot. This could be a teddy bear size, or a full-sized costume that could be worn by someone at events such as the Queen's Jubilee, Edwardian Evening and Okehampton Show. When not in use, it could find a home in reception on a mannequin if one can be found at a reasonable cost.

There are a whole host of opportunities for this to be used to promote the Council and what it does, for example mini mascots could be given as prizes.

Council staff have come up with the suggestion of 'Olly the Okehampton Owl'. There are Tawny Owls in Simmons Park, and the name is gender neutral.

If a full-sized costume was agreed, consideration would have to be given to who would wear it. For this reason a small mascot might be more suitable, but would not have the same impact.

There are a variety of costumes available that vary in quality and price; some examples are as follows:



This version can be customised and the Council's crest could be added. Minimum cost is £419.

[https://www.spotsound.co.uk/animal-mascots/3475-customizable-grey-owl-mascot-with-a-white-belly-and-face.html#/color\\_change-no\\_change/sketch\\_before\\_manufacturing\\_2d-no/with\\_the\\_clothes\\_if\\_present\\_on\\_the\\_photo-no/sizes-l\\_175\\_180cm](https://www.spotsound.co.uk/animal-mascots/3475-customizable-grey-owl-mascot-with-a-white-belly-and-face.html#/color_change-no_change/sketch_before_manufacturing_2d-no/with_the_clothes_if_present_on_the_photo-no/sizes-l_175_180cm)



<https://www.ebay.co.uk/itm/124923197412>

£140

**Policies and Documents – To consider the and resolve to make recommendation of adoption to full Council:**

**Grant Policy**

In 2021/22 the Grant Budget was larger than normal, funds within budget at the end of the 2020/21 financial year having been rolled forward and added to the available amount. This was because of a reduced number of applications having been received because of the pandemic.

The Grant Budget for 2022/23 has been set at the previous level of £29,000 and it is possible that applications exceeding this amount could be received.

Currently applications are considered at the meeting after receipt. It is therefore probable that available funding will be expended before the end of the financial year, meaning that applicants who do not apply until late in the year could miss out.

The Committee is requested to consider changing the procedure for the awarding of grants whereby they are considered at specific meetings, allowing fairer opportunity to all who apply. This could, for example be on a quarterly or six-monthly basis.