

**Minutes of the Okehampton Town Council Policy and Resources Committee**  
**Meeting held on Monday 14 April 2014 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 C Letchford  
Councillor M Davies (Town Mayor)  
Councillor A Leech (Chair, Planning)  
Councillor Mrs J Goffey (Chair, Property)

**Other Members Present:** Councillor B Stephens  
Councillor P Vachon  
Councillor D Weekes  
Councillor Mrs J Yelland

**In Attendance:** P R Snell (Town Clerk)  
Mrs J Gillard

555. **Apologies for Absence** - Apologies for absence were presented on behalf of Councillor K Ball and Councillor Mrs C Marsh.
556. **Deferment of Business** (for comment by the public) - No matters were raised by the members of the public present.
557. **Members' Questions** - Councillor Letchford drew attention to the recording in the monthly accounts of a 'Rent Bond' under account 509. This he felt was incorrectly recorded in terminology and as a liability. Councillor Leech asked that the lease be checked to determine the origin of the guarantee. The Clerk agreed to follow this up.
558. **Minutes** - The minutes of the Policy and Resources Committee meeting held on Monday 17 March 2014 were approved and signed by the Chairman on the proposition of Councillor Cummings, seconded by Councillor Mrs Goffey.
559. **Matters Arising** -
- 559.1 **Investment of Town Council Funds** - The Chair advised that the Council's investment policy had been reviewed and approved. Upon investigation, it was found that National Savings had no suitable deposit accounts for Councils. Mrs Gillard reported that, upon investigation, the Cambridge & Counties Bank did not at present hold a credit rating and was therefore not a suitable holder of the Council's investment. Moreover, the £85,000 guarantee did not apply to corporate accounts. The Chair noted that there were very few accounts offering the necessary security and an attractive rate of interest, in accordance with the investment policy priorities of security, liquidity, yield. It was agreed to check further options with the Council's bankers.
560. **Finances** - The financial reports as at 28 February 2014 were approved and signed by the Chair on the proposition of Councillor Letchford, seconded by Councillor Leech.

Councillor Letchford noted there was only one significant debtor in connection with a Park booking and it was agreed that bookings of that nature should be paid for in advance.

**561. Grant Aid -**

- (i) West Devon Junior Life Skills - It was noted that the group had secured matched funding from WDBC. It was proposed by Councillor Leech and seconded by Councillor Davies to make a grant of £500 and to include a feedback form for completion and return to the Town Council.

**562. Consideration of Exceptional Discount for Charter Hall Hiring -** The Chair reported that a request and recommendation had been received from the Property Committee that a discounted room-hiring rate be considered for a prospective series of mid-week hirings of the Charter Hall. The next proposed booking was for mid-July. Councillors expressed the need to encourage mid-week hiring of the Hall and, after discussion, a two-days-for-one was proposed as a trial on an exceptional basis. Proposed by Councillor Mrs Goffey, seconded by Councillor Davies, with all in favour.

**563. Members' Reports -**

- (i) Link Committee - no meeting.
- (ii) DALC - no report.
- (iii) Liaison Group - Councillor Davies reported no further developments since the last meeting on 17 March. The minutes of that meeting would be circulated in due course.
- (iv) Okehampton College Community Forum - Councillor Leech reported the focus was currently on primary schooling with North Tawton joining the Forum and the options for locating a second primary school in Okehampton.
- (v) CAB - no developments.
- (vi) Fairtrade - Councillor Mrs Goffey reported no developments and a committee meeting scheduled for the near future.
- (vii) Community Transport - Councillor Mrs McDonald gave a detailed record of the recent Management Committee. The Transport Group was reported to have had some challenges in finding a replacement driver for Saturdays and that the Peugeot would be used for small groups after Easter. Profile appearances were scheduled with a number of community events planned until July.

Meeting closed at 7.43 pm.

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**Councillor Mrs M McDonald**  
**Chairman**