



*Okehampton Town Council*

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Paul R Snell  
Town Clerk

26 August 2014

Dear Councillor

You are summoned to attend a meeting of the Policy and Resources Committee to be held on Monday 1<sup>st</sup> September 2014 at 8.15 pm or at the rising of the Full Council meeting (whichever is the later) in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

Paul R Snell  
Town Clerk

### **AGENDA**

**Declarations of Interest – Members are reminded that they should declare any relevant interest in the items to be considered.**

**Urgent items - items for information only can be brought to the attention of the Committee at the discretion of the Chairman at the end of the meeting.  
No decision can be taken on items not detailed on the published agenda.**

1. **Apologies for Absence** - To receive apologies from those Members unable to attend.
2. **Deferment of Business** - For comment by the public.
3. **Members' Questions** - To receive questions from Members regarding the workings of the Committee.
4. **Minutes** - To approve and sign the minutes of the Policy and Resources Committee meeting held on 28 July 2014.
5. **Matters Arising** –
  - 5.1 **Investment of Funds** - Clerk to update.

6. **Grant Applications** - To receive and consider applications for financial assistance from the following organisations:
  - 6.1 **Ockment Centre** - request release of £5,000 annual grant.
  - 6.2 **Okehampton and District Local History Society** - request £300 to contribute to publication of booklet on the overall impact of the Great War on the people of the town.
  - 6.3 **Community Lynx SW CIC** - request £300 to help support launch event (Julian Lloyd Webber) leading to scholarships for Okehampton children (age 3 and above) to learn instruments and take part in musical activities.
7. **Feedback from Grant Recipients** - To note return of feedback forms from:
  - 7.1 **Ockment Centre**
8. **Annual Return 2013-14 – Receipt of audit certificate and opinion from external auditor** - Clerk to report.
9. **Finances** - To consider, agree and adopt the management accounts (as previously circulated) for:
  - (i) Month ended 31 July 2014.
  - (ii) Outstanding debtors – Paolo’s Circus.
10. **Members’ Reports** - To receive reports from Members attending other organisations on behalf of the Council.
  - (i) Chamber of Trade - Councillor Mrs Marsh.
  - (ii) CAB - Councillor Leech.
  - (iii) Fairtrade - Councillor Mrs Goffey.
  - (iv) Okehampton Carnival Committee - Councillor Mrs Yelland.
  - (v) Okehampton College Community Forum - Councillor Leech.
  - (vi) Okehampton & District Community Transport Group - Councillor Mrs McDonald.
  - (vii) DALC - Councillor Davies/Town Clerk.

## **PART TWO**

Items which may be taken in the absence of the press and public.

The Committee is recommended to pass the following resolution:-

‘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 items as they involve the likely disclosure of sensitive and confidential information.’

11. **Staff Policy** – Reconciliation of holiday for employments with non-specific hours. Clerk to report.