

Minutes of the Okehampton Town Council Policy and Resources Committee
Meeting held on Monday 28 July 2014 in the Council Chamber,
Town Hall, Okehampton at 7.00 pm

Committee Members Present: Councillor Mrs M McDonald (Chairman)
Councillor C Letchford (Vice Chairman)
Councillor T Cummings
Councillor Mrs J Yelland
Councillor P Vachon (Town Mayor)
Councillor A Leech (Chairman, Planning)
Councillor Mrs J Goffey (Chairman, Property)
Councillor Mrs C Marsh (Chairman, Parks)

Other Members Present: Councillor Dr M Ireland

In Attendance: P R Snell (Town Clerk)

145. **Apologies for Absence** - Apologies for absence were presented on behalf of Councillors K Ball and B Stephens.

146. **Deferment of Business** (for comment by the public) - None.

147. **Members' Questions** - None presented.

148. **Minutes** - The minutes of the Policy and Resources Committee meeting held on Monday 23 June 2014 were approved and signed by the Chairman on the proposition of Councillor Mrs J Yelland, seconded by Councillor C Letchford, with all in favour.

149. **Matters Arising** -

149.1 **Investment of Funds** - The Chairman reported that she had investigated the possibility of opening Nationwide Business Accounts for deposit purposes. The Committee noted that there was no £85,000 safety net, as would be available for individual investors, however Nationwide held good credit ratings with both Standard and Poor and Fitch. After discussion, it was agreed to seek to open three business accounts: to invest £75,000 in a 95 day saver, £20,000 in a 6 month saver and £10,000 in an instant saver account, this on the proposition of Councillor Letchford, seconded by Councillor Mrs Marsh. All Members in favour.

149.2 **LGPS Discretionary Policies** - The Clerk had nothing further to report at this time.

149.3 **Parking Permits** - The Clerk reported that 39 parking season tickets had been issued since 4 July 2013. A good rapport was being established with the Enforcement Officer at West Devon Borough Council, with a view to facilitating early identification of any fraudulent use of parking season tickets. The Committee noted the report.

150. Grant Aid -

- (i) Get Changed Theatre Company (deferred decision) - Upon receipt of additional clarification, the Committee agreed a request for £493.06 to fund the purchase of equipment for self publicity and promotional work. Proposed by Councillor Cummings, seconded by Councillor Leech, with all in favour.
- (ii) Okehampton and District Chamber of Trade (deferred decision). Councillor Mrs Goffey and Councillor Mrs Marsh declared a personal interest. The Committee considered a revised request to contribute £500 towards hanging baskets and Christmas lights to encourage more people to use and enjoy the town centre. The application was agreed on the proposition of Councillor Cummings, seconded by Councillor Vachon with all in favour.
- (iii) Okehampton & Area Senior Voice - The application for a £500 grant to contribute to a project to make Okehampton a dementia-friendly town was agreed by the Committee on the proposition of Councillor Mrs Marsh, seconded by Councillor Mrs Goffey, with all in favour. It was further suggested that Okehampton Senior Voice might also consider writing to Okehampton Hamlets Parish Council for possible funding.
- (iv) Art Okehampton Festival Group. Councillor Vachon declared a personal interest. It was agreed to consider this application under part two.

151. Destination Okehampton - Councillor Ireland summarised the background for the proposals he had set out for the Committee's consideration. The importance of starting off a fund for the consultancy was generally agreed, and it was important that Okehampton Town Council, as the lead Council in this project, needed to demonstrate clear resolve. After discussion it was resolved:

- 1) That Okehampton Town Council set up a fund to support Destination Okehampton in its efforts to reinstate the railway route Option II.
- 2) That up to 1% of the 2014/15 precept be set aside for this purpose from the legal and professional fees budget.
- 3) That the Council write to Tavistock Town Council and other interested councils to request that they provide funding in the same proportion relative to their precept.
- 4) That in the event of agreement of 1 - 3 above, the Council, through the Destination Okehampton Working Group, establish and agree with other said councils that may agree to contribute the terms and conditions for expenditure from the fund and for the dispersal of any surplus on the completion of the project.

This was proposed by Councillor Mrs McDonald, seconded by Councillor Mrs Goffey with all in favour.

152. Council Logo and Crest - The Chairman reported that she would reconvene the Working Group to consider the various possibilities to register the Council's logo.

153. Finances - The Committee considered the management accounts for the months ended 30 April, 31 May and 30 June 2014. In addition to a number of points raised for discussion under part two, the Committee raised further general questions for report at the next meeting, and noting these, agreed the management accounts to 30 June 2014 on the proposition of Councillor Mrs Marsh, seconded by Councillor Mrs McDonald with all in favour. With reference to the debtors list, the Clerk reported he had attempted to recover the outstanding debt from Paulo's Circus, but had been

unable to talk to anybody from the management. The Chairman indicated that she would look to visit the circus at Newquay. It was further noted that there were inconsistencies between the booking terms and conditions as promulgated on the website as opposed to the existing policy. The Clerk agreed to seek to harmonise these discrepancies when drafting a review of the terms and conditions for booking.

154. **Fly a Flag for the Commonwealth** - The Committee considered the invitation to participate in the 'Fly a Flag for the Commonwealth' on 9 March 2015 proposal and was supportive in principle. However it was noted that there was no suitable single flag pole at the Town Hall. It was agreed to approach the trustees at St James Church to see if flying a flag from the Church tower would be acceptable. Subject to approval, it was agreed to pursue this invitation on the proposition of Councillor Leech, seconded by Councillor Mrs McDonald, with all in favour.
155. **Fairtrade Town Initiative** - The Committee considered the paper and action points received from Okehampton Fairtrade Group as circulated for recommendation to the Council. After discussion it was agreed to recommend the action points to the full Council, subject to modification from mandatory to encouragement, this on the proposition of Councillor Mrs Goffey, seconded by Councillor Cummings with all in favour.
156. **Insurance Matters** - The Clerk reported that the claim procedure arising from the accident that had taken place in Simmons Park in December 2013 was ongoing.
157. **Members' Reports** -
- (i) Chamber of Trade - Councillor Mrs Marsh reported that the last Chamber of Trade evening event in Okehampton had been successful. Further themes were a Caribbean Night and later, Hallowe'en. Something special was being considered for the Tour of Britain cycle race on 11 September.
 - (ii) CAB - Councillor Leech reported there had been no official meetings.
 - (iii) Fairtrade - Councillor Mrs Goffey reported that the group would have a stand at the Okehampton Show.
 - (iv) Okehampton Carnival Committee - Councillor Mrs Yelland reported there would be a wash up meeting the following day.
 - (v) Okehampton College Community Forum - No meetings to report on.
 - (vi) Okehampton & District Community Transport Group - Councillor Mrs McDonald reported that the AGM of the group had taken place the preceding Tuesday. Once the AGM papers had been issued, they would be forwarded to all Members.
 - (vii) Devon Association of Local Councils (DALC) - No meeting.

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 Leech, seconded by Councillor Mrs Yelland and agreed.

158. **Staff Policy**

159. Grant Aid

160. Finances

The meeting closed at 8.46 pm.

Councillor Mrs M McDonald
Chairman