

**Okehampton Town Council  
Full Council Meeting 31<sup>st</sup> July 2023  
Meeting Report**

<b>Date:</b>	20 <sup>th</sup> July 2023
<b>Name:</b>	Emma James

**Committee Membership** – To resolve the Committees on which Cllrs Cummings, Harding and Rogers will be appointed to sit on.

Current Committee membership numbers:

<b>Committee</b>	<b>Number of Cllrs</b>	<b>Ex-Officio Members</b>	<b>Total</b>	<b>*Total Including Cllr Preferences</b>
Parks	5	4	9	(+2) 11
Planning	5	3	8	(+1) 9
Policy & Resources	6	3	9	(+0) 9
Property	6	0	6	(+1) 7

\* To be resolved

Cllr Cummings has indicated a preference to sit on the Property and Planning Committees  
Cllr Harding has indicated a preference to sit on the Parks and Property Committees  
Cllr Rogers has indicated a preference to sit on the Parks Committee

**Okehampton United Charity – Nomination of Trustee** – To resolve to nominate a Trustee to Okehampton United Charity to fill the casual vacancy following the Ex Officio appointment of Cllr Fisher. The appointment will end on 18<sup>th</sup> October 2025.

Councillors were requested at the last meeting of Full Council to consider any nominations to fill this vacancy.

**Okehampton Carnival**

**To consider a request from the group for exemption from the Council's grant application process.**

It has been suggested there is an historical agreement meaning the Okehampton Carnival Committee are given funding towards the annual carnival without the need to apply to the Council for a grant.

Investigation by way of enquiry with the parties involved confirms there is no written arrangement or correspondence in relation to such an agreement and that it was a verbal agreement. It is believed the fee charged to the third party for use of Simmons Park in the autumn is elevated over that of the spring/summer fee for this reason.

<b>Fair Dates</b>	<b>Fee</b>	<b>VAT</b>	<b>Total</b>
Spring/Summer Fee	£541.67	£108.33	£650.00
Autumn Fee	£1,125.00	£225.00	£1,350.00

To ensure continued fair and transparent consideration of grant applications, and to avoid setting a precedence the following should be considered by the Council if there is a wish to support the previous informal agreement:

- The autumn fee be reduced to be in line with that charged for the spring,
- The Carnival Committee and third party come to a direct agreement in relation to a donation without unnecessary involvement of the Council,
- The Carnival Committee continue to apply for any additional funding they may consider necessary in line with the Council's grant policy.

**Insurance – To consider the quotation to increase the Fidelity/Commercial Crime Limit of Indemnity cover as recommended by the Council's insurer.**

The quoted sum to increase the fidelity/Commercial Crime Limit of Indemnity to £1.2m until renewal of the policy in 2024 is £71.55, inclusive of 12% insurance premium tax.

**Council Meeting Dates – To consider the requests for changes to schedule meetings as detailed on the report.**

- a) Request from Cllr Wood, Chairman of Property Committee, to change the date of the Property Committee meeting scheduled for 9<sup>th</sup> October. The existing schedule of meetings for this period is as follows:

18 September	<b>Full Council</b>
25 September	Clerk's holiday (no meeting)
9 October	Property Committee
16 October	Trustees
23 October	No meeting
30 October	<b>Full Council</b>
6 November	Planning Committee

It is recommended that the Property Committee meeting be swapped with a meeting of Trustees on 16<sup>th</sup> October or moved to 23<sup>rd</sup> October when there is no scheduled meeting.

- b) Request from the Clerk relating to the meeting of Full Council on 22<sup>nd</sup> April 2024. The Clerk, who has not missed any meetings in the six years of employment, has been successful in obtaining a London Marathon ballot place for 21<sup>st</sup> April 2024, and requests that either:
- the Assistant Clerk, Clerks the meeting, or
  - the meeting is brought forward a week to 15<sup>th</sup> April and swapped with the P&R Committee Meeting, although it is then close to the previous meeting of Full Council.

The existing schedule of meetings for this period is as follows:

25 March	<b>Full Council</b>
8 April	Annual Parish Meeting
15 April	Policy & Resources Committee
22 April	<b>Full Council (early for nominations meeting)</b>
29 April	Nominations Meeting
8 May (Wed)	Mayor Choosing/Annual Council Meeting (12noon)