

**Minutes of Okehampton Town Council Policy and Resources Committee Meeting
held on Monday 17th July 2023 at 7.00pm in the Council Chamber, Town Hall, Okehampton**

Committee Members Present: Councillor J Yelland (Chairman)
Councillor B Tolley (Vice-Chairman)
Councillor A Fisher (Mayor)
Councillor C Holt (Chairman, Parks)
Councillor T Leech (Chairman, Planning)
Councillor A Wood (Chairman, Property)
Councillor C Marsh
Councillor S Weekes

Other Members Present: Councillor T Cummings

In Attendance: Mrs E James (Town Clerk)
1 Member of the Public

Action

- 172 **Apologies for Absence** – Apologies tendered by Cllr Bird (personal) were **approved** on the proposition of Cllr Tolley, seconded Cllr Holt.
- 173 **Declarations of Interest** – Cllr Marsh declared a personal interest in Min Ref 177, Meldon Viaduct Trust.
- 174 **Public Participation** – None
- 175 **Members’ Questions** – None
- 176 **Minutes** – On the proposition of Cllr Fisher, seconded Cllr Tolley (1 abstention), it was **RESOLVED** to approve the minutes of the meeting held on 19th June 2023, which were signed by Cllr Yelland.
- 177 **Grant Feedback** – Feedback received from the following groups was noted:
- **Meldon Viaduct Trust** for the grant of £500 awarded in December 2022
 - **Museum of Dartmoor Life and Tourist Information Facility** for the grants of £3,500 and £1,500 respectively awarded in June 2023
 - **Okehampton Primary School** for a grant of £100 awarded in March 2023
 - **North Dartmoor Search & Rescue Team** for a grant of £500 awarded in May 2022
- 178 **Policies and Documents** - On the proposition of Cllr Fisher, seconded Cllr Leech, it was **RESOLVED** to recommend the Tree Policy as reviewed by the Planning Committee to Full Council.
- 179 **Finances**
- 179.1 Cllr Wood reported that an audit of the bank reconciliations, online payments and Lloyds Debit Card transactions had been undertaken the previous week and she had no issues to raise.
- 179.2 On the proposition of Cllr Marsh, seconded Cllr Fisher, it was **RESOLVED** to approve the management accounts, as circulated, for month ended 31st May 2023 (month 2).
- 179.3 The Clerk explained the cheque for £300,000.00 was the part transfer of funds from the NatWest account to the newly opened CCLA Public Sector Deposit Fund account as previously resolved by the Council. The maximum amount the CCLA

would accept by cheque was £300,000 therefore a second check transferring the remaining £100,000 would be presented to Full Council for approval on 31st July.

On the proposition of Cllr Wood, seconded Cllr Tolley, it was **RESOLVED** to approve the schedule of payments.

- 180** **IT Equipment** – On the proposition of Cllr Marsh, seconded Cllr Leech, it was **RESOLVED** to support the Clerks request to purchase a tablet to aid the caretakers use of the new facility booking system up to the value of £200.
- 181** **Personnel Safety** – The Clerk reported that she was purchasing some personal alarms for use by members of staff and Councillors as required.
- 182** **Reports of Council Working/Task & Finish Groups** –
- 182.1** **Investment** – Actions were being progressed. The Clerk reported the CCLA Public Sector Deposit Fund account had been opened and funding was in the process of being transferred as approved.
- 182.2** **Okehampton Celebrates in the Park** – Cllr Yelland thanked staff for their input and Everything Okehampton for organising the whole event which was successful and very well received.
- 182.3** **80th Celebration of D-DAY in 2024** – No meeting had yet been held.
- 182.4** **Emergency Plan** – Meeting to be arranged in the coming months.
- 183** **Members' Reports and Requests for Agenda Items** –
- 183.1** **Citizens Advice** – Cllr Yelland no report
- 183.2** **DALC Larger Councils Sub-Committee** – Cllr Yelland and the Clerk had attended a meeting on 22nd June and Cllr Yelland reported on two main topics.
- DALC were working on behalf of Devon town and parish councils regarding the Devon Devolution Deal, would be meeting with DCC to discuss the potential of future access to the prosperity fund. DALC's principal concern in relation to DCC's on street charging proposals were how they had engaged with councils rather than the substance of the proposals themselves.
- The next meeting was the AGM and Conference in September.
- (Cllr Weekes and a member of the public left the meeting)
- 183.3** **Fairtrade** – Cllr Wood had attended the most recent meeting. The Fairtrade status renewal was due in September and the group were requesting the continued support of the Council. The Clerk advised the request would be added to the July Full Council agenda.
- 183.4** **Police Council Advocate Scheme, Northern Links and West Devon Matters** - Cllr Yelland reported on two meetings which had recently been held:
- Advocate Scheme – A road safety seminar had been held earlier in the day. Matters raised included supporting the safety of motorcyclists, community speed watch, and 20mph zones. Drones were being used by Police to gather evidence of poor driving and Operation Snap which was the submission of dash camera footage by the public. Slides would be circulated on receipt. The next meeting was in September.

A West Devon Matters meeting had been held shortly after the last Full Council meeting when Insp Conway had been present. A commitment had been made for police attendance at events attracting over 1000 people. Police Cadets were increasing activity. Evidence had been requested about the impact the CCTV system has had in the area and a report from police was awaited. Positioning of mobile units was being considered. The 'Let's Talk Teenager' programme had been effective with over 4000 people having been engaged. A 'Let's Talk Primary' scheme would be run in September.

(Cllr Weekes returned)

184 On the proposition of Cllr Fisher, seconded Cllr Leech 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 items which are **CONFIDENTIAL** by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council.

185 **Outstanding Balances** – The list of outstanding balances was noted, and the Clerk reported on one that was of slight concern and action that was being taken.

On the proposition of Cllr Marsh, seconded Cllr Wood, it was **RESOLVED** to exit Part 2 and ratify decisions made therein. The meeting was closed at 7.35pm.

Cllr Yelland
Chairman