



Okehampton Town Council

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Paul R Snell
Town Clerk

13 January 2015

Dear Councillor

You are summoned to attend a meeting of the Policy and Resources Committee to be held on Monday 19 January 2015 at 7.00 pm 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 confirm, approve and sign minutes of the Policy and Resources Committee meetings held on 24 November and 1 December 2014.
- 5. Matters Arising –**

6. **Grant Applications** - To receive and consider applications for financial assistance from the following organisations:
 - 6.1 **Relate Exeter & District.** Grant of £500 requested to offer services to Okehampton clients (deferment from last meeting).
 - 6.2 **Museum of Dartmoor Life & Tourist Information Facility.** Request to make budget provision for grants of £3,500 and £1,500 respectively for FY 2015-16.
 - 6.3 **Okehampton Argyle Ladies Football Club.** Request for £634 for training equipment and pitch hire.
 - 6.4 **CAB (Torridge, North, Mid & West Devon).** Request for £1,300 to support work of Bureau in 2015-16.
 - 6.5 **Trustees of St. James.** Request for release of £500 to Okehampton (United) Ecclesiastical Charity for the purpose of maintaining the Town Clock.
 - 6.6 **Okehampton Simmons Bowling Club.** Request for £500 towards cost of renewing path at top end of Green.
 - 6.7 **Okement Rivers Improvement Group.** Request for £350 towards seat maintenance, coppicing of river banks and running costs.
 - 6.8 **Okehampton Battle of the Bands.** Request for £500 to be held over for next financial year as grant already received in current year.
7. **Grant Acknowledgements, Feedback Forms Received and Unclaimed Grants** –
 - 7.1 **Devon Senior Voice**
8. **Finances** - To consider, agree and adopt the management accounts (as circulated) for months ended 30 November and 31 December 2014.
9. **Co-option to Casual Vacancies** - To consider the discussion paper and to agree a process to recommend a protocol for co-option to casual vacancies on the Town Council.
10. **Payscales and Allowances** - To receive and recommend for endorsement the 2014-16 Payscales and Allowances as agreed by the National Joint Council for Local Government Services.
11. **Charter Hall use by Chamber of Trade** - On recommendation of Property Committee, to ratify exceptional free-of-charge use of Charter Hall by the Okehampton Chamber of Trade in accordance with member hosting responsibilities on rotation.

12. **Website Development** - Development of Council's website following discussion with provider.
13. **Training Opportunities** - New Councillors' Short Course: Wed 28 January.
14. **Members' Reports and Requests for Agenda Items** - 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/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.'

15. **Staff Matters** - Clerk to report.
16. **Long-term Debtor** - Clerk to report.
17. **Lease Renewals - Short Term** - Clerk to report.

To ratify decisions taken under Part Two.