

**Minutes of the Okehampton Town Council Policy and Resources Committee
held on Monday 19 January 2015 in the Council Chamber,
Town Hall, Okehampton at 7.00 pm**

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Committee Members Present: Councillor Mrs M McDonald (Chairman)
Councillor C Letchford
Councillor K Ball
Councillor Mrs C Marsh
Councillor B Stephens
Councillor Mrs J Yelland
Councillor P Vachon (Town Mayor)
Councillor A Leech (Chairman, Planning)
Councillor Mrs J Goffey (Chairman, Property)

Other Members Present: Councillor R Tolley

In Attendance: P R Snell (Town Clerk)

| | Action |
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| 444 <u>Apologies for Absence</u> - Apologies for absence were presented on behalf of Councillor Cummings. | |
| 445 <u>Deferment of Business</u> - There were no members of the public present. | |
| 446 <u>Members' Questions</u> - None presented. | |
| 447 <u>Minutes</u> - The minutes of the Policy and Resources Committee held on Monday 24 November and Monday 1 December 2014 were approved and signed by the Chairman on the proposition of Councillor Marsh, seconded by Councillor Goffey and agreed. | |
| 448 <u>Matters Arising</u> - None | |
| 449 <u>Grant Applications</u> - | |
| 449.1 Relate Exeter and District - The Committee considered the further information received. It was resolved to award a grant of £500 (Section 137) to contribute to the service to Okehampton clients on the proposition of Councillor, seconded by Councillor Goffey. | |

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| 449.2 | Museum of Dartmoor Life and Tourist Information facility. Councillor Leech declared a personal interest as a trustee. The Trustees had submitted a request that the Council consider provision of £3,500 for the Museum and £1,500 for the Tourist Information Service for FY 2015-16. It was agreed to make budget provision accordingly on the basis that request be made of the new council on the proposition of Councillor McDonald, seconded by Councillor Ball and agreed . | Clerk |
| 449.3 | Okehampton Argyle Ladies Football Club - It was resolved to award a grant of £500 towards training clothing and pitch hire with a request that the Town Council be acknowledged as a donor on the training bibs, this on the proposition of Councillor Letchford, seconded by Councillor Leech. | |
| 449.4 | CAB (Torridge, North, Mid and West Devon) – A request for grand support had been received for the FY 2015-16. It was agreed to defer consideration pending notification of further information to be sent. | |
| 449.5 | Trustees of St James’ Chapel – The Town Clock. Having received a request for a grant to support the maintenance of the Town Clock, it was resolved to award a grant of £500 on the proposition of Councillor Ball, seconded by Councillor Marsh. | |
| 449.6 | Okehampton Simmons Bowling Club – It was resolved to award a grant of £500 as contribution to the cost of resurfacing the path at the top end of the Bowling Green on the proposition of Councillor Marsh, seconded by Councillor Goffey. | |
| 449.7 | Okement Rivers Improvement Group – It was resolved to make a grant of £350 to the Group to support the maintenance of seats, coppicing of river banks and running costs on the proposition on Councillor Leech, seconded by Councillor Stephens. | Clerk |
| 449.8 | Okehampton Battle of the Bands – Noting that the event had received a grant in the current financial year, it was agreed to defer this request to FY 2015-16 and the Clerk agreed to contact the committee’s new Treasurer. | |
| 450 | <u>Grant Acknowledgements and Feedback Forms Received</u> – The Clerk reported that he had received no response from Devon Senior Voice on the matters outstanding. It was agreed that the Clerk write further that, in the event of no alternative proposal by a set date, the cost of the damaged valance and hall fees be deducted from the original grant amount. | |
| 451 | <u>Finances</u> - The Committee considered the management accounts for the months ended 30 November and 31 December 2014. The Clerk clarified the journal entry concerning VAT. Acceptance of the management accounts was agreed by the Committee on the proposition of Councillor Ball, seconded by Councillor Goffey with all in agreement. | Clerk |

- 452 **Co-option to Casual Vacancies** – The Chairman introduced a paper on the co-option of new councillors. After discussion, it was agreed that any Members wishing to contribute to the process to do so by emailing the Clerk by 31 January. It was further agreed that a working group comprising the Chairman, the Mayor and the Clerk collate and consider resulting comments and report at the next Committee.
- 453 **Pyscales and Allowances** – The Committee received and endorsed the Pyscales and Allowances for 2014-2016 as agreed by the National Joint Council for Local Government Services, on the proposition of Councillor Marsh, seconded by Councillor Goffey and agreed.
- 454 **Chamber of Trade use of Charter Hall.** Councillor Marsh declared a personal interest as a member of the Chamber of Trade. The Committee noted the request from the Chamber of Trade for the use of the Charter Hall and the recommendation from the Property Committee that, exceptionally, it be allowed without charge. The recommendation was endorsed on the proposition of Councillor Leech, second by Councillor Ball and agreed.
- 455 **Website Development.** The Clerk introduced a summary of enhancements for the Council's website, to include development of the Mayor's News page, a public information section, Minutes archive and Members' working document facility. It was agreed to revisit the search facility at a later stage. The enhancements, with associated costs were approved on the proposition of Councillor Stephens, seconded by Councillor Marsh and agreed.
- 456 **Training Opportunities.** The Committee noted that Councillor Tolley had agreed to attend a New Councillor's Briefing with DALC in late January.
- 457 **Members' Reports and Requests for Agenda Items -**
- (i) Chamber of Trade – Councillor Marsh informed no meeting to report, but with AGM later in the week.
 - (ii) CAB – Nothing to report.
 - (iii) Fairtrade - Councillor Goffey reported that Fairtrade Fortnight was scheduled for mid-February, to include a visit by a tea-grower to Okehampton College.
 - (iv) Okehampton Carnival Committee – No meeting.
 - (v) Okehampton College Community Forum – No meeting.
 - (vi) Okehampton & District Community Transport Group - No meeting.
 - (vii) 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 Yelland, seconded by Councillor Marsh and agreed.

| | Action |
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| 458 <u>Staffing</u> | |
| 458.1 Training | |
| 458.2 Parks | |
| 459 <u>Long Term Debtor – Paolo’s Circus</u> | |
| 460 <u>Lease Renewals</u> | |
| 460.1 It was agreed to come out of Part Two and ratify decisions taken on the proposition of Councillor Marsh, seconded Councillor Ball and agreed. | |

The meeting was closed at 8.25 pm.

Councillor Mrs M McDonald
Chairman