



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

T: 01837 53179
E: townclerk@okehampton.gov.uk

Paul R Snell
Town Clerk

9 March 2015

Dear Councillor

You are summoned to attend a meeting of the Policy and Resources Committee to be held on Monday 16 March 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 meeting held on 16 February 2015.
5. **Matters Arising** -
 - 5.1 **Re-investment of funds** - Confirmation of re-investment of funds and repayment of War Bonds.

6. **Grant Applications** - To receive and consider applications for financial assistance from the following organisations:
 - 6.1 **Okehampton Duke of Edinburgh Award.** Request for £430 to enable purchase of 6 rucksacks.
 - 6.2 **Okehampton & District Community Transport Group.** Request for grant of £500 to purchase second office computer for dual access to booking system during busy periods.
7. **Grant Acknowledgements, Feedback Forms Received and Unclaimed Grants** -
8. **Finances** - To consider, agree and adopt the management accounts (as circulated) for month ended 28 February 2015.
9. **Co-option to casual vacancies** - Draft Co-option Package for consideration - (Chairman).
10. **Insurance Matters** -
 - 10.1 **Renewal - Extension of Long-Term Agreement** - Clerk to report.
 - 10.2 **Optional Cover** - Clerk to report.
11. **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, Town 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.'

12. **Staff Matters**
13. **Civic Dinner** - Cost analysis and Member questions.
14. **Long-term Debtor** - Clerk to report.

To ratify decisions taken under Part Two.