



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

01837 53179
www.okehampton.gov.uk

**Minutes of an Okehampton Town Council Policy & Resources Committee Meeting
held on 18th August 2025 at 7.30pm in the Council Chamber, Town Hall, Okehampton**

Members Present:

Cllr J Yelland (Chairman)
Cllr B Tolley (Vice-Chairman)
Cllr L Bird
Cllr A Fisher
Cllr C Marsh

Cllr R Colman (Mayor)
Cllr T Leech (Chairman, Planning)

In Attendance: Mrs E James (Town Clerk)

212. Apologies for Absence

On the proposition of Cllr Colman and seconded by Cllr Bird it was **RESOLVED** to accept apologies from Cllr Weekes (illness) and Cllr Hart (prior commitment).

213. Declarations of Interest

None

214. Public Participation

None

215. Members' Questions

None

216. 2025/26 Pay Agreement

On the proposition of Cllr Fisher and seconded by Cllr Colman it was **RESOLVED** to ratify the implementation and backdating of the Local Government Services Pay Agreement for the 2025/26 financial year to 1st April 2025. The removal of SCP2 from 1st April 2026 was noted.

217. PART 2 CONFIDENTIAL

On the proposition of Cllr Leech, seconded Cllr Fisher 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.

218. Level 2 Horticultural Apprenticeship

The Clerk provided an update in relation to options for the apprenticeship. On the proposition of Cllr Tolley and seconded by Cllr Marsh it was **RESOLVED** to approve the change of provider to Plymouth College and to contribute to travel expenses up to the amount at recommendation b) in the report.

219. Staffing Matters

The Clerk's report outlining the situation with regards to the expected date of the existing Apprentice's End Point Assessment was considered. On the proposition of Cllr Marsh and seconded by Cllr Bird it was **RESOLVED** to approve the recommendation to increase the existing Apprentice's salary to SCP7, backdated to 1st July 2025.

On the proposition of Cllr Colman, seconded Cllr Fisher, it was **RESOLVED** to exit Part 2 and ratify decisions made therein. The meeting was closed at 7.50pm

Councillor Yelland, Chairman