



Okehampton Town Council

Town Hall
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Okehampton
Devon
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www.okehampton.gov.uk

**Minutes of a Okehampton Town Council Personnel Sub-Committee Meeting
held on 2nd March 2026 at 6.15pm in the Committee Room, Town Hall, Okehampton**

Members Present:

Cllr J Yelland (Chairman)

Cllr L Bird (Chairman, Property)

Cllr T Leech (Chairman, Planning)

Cllr B Tolley (Chairman, Parks)

In Attendance:

Mrs E James (Town Clerk)

612. Apologies for Absence

None

Absent: Cllr Colman

613. Declarations of Interest

None

614. Minutes

On the proposition of Cllr Yelland, seconded by Cllr Bird it was **RESOLVED** to approve the minutes of the meeting held on 8th December 2025 as a true record for signing by Cllr Yelland.

PART 2 CONFIDENTIAL

615. On the proposition of Cllr Bird, 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.

616. Staffing Matters

A report from the Clerk was considered.

A) On the proposition of Cllr Yelland, seconded by Cllr Tolley it was **RESOLVED** to recommend action relating to absence to the Policy & Resources Committee as noted on the report.

B) On the proposition of Cllr Tolley, seconded by Cllr Leech it was **RESOLVED** to recommend payment of accrued holiday pay during sickness absence to the Policy & Resources Committee as noted on the report.

C) On the proposition of Cllr Leech, seconded by Cllr Tolley it was **RESOLVED** to recommend an SCP increase from 1st April 2026 to the Policy & Resources Committee as noted on the report.

D) On the proposition of Cllr Tolley, seconded by Cllr Leech it was **RESOLVED** to recommend an SCP increase from 1st April 2026 and further associated review in February 2027 to the Policy & Resources Committee as noted on the report

E) On the proposition of Cllr Bird, seconded by Cllr Leech it was **RESOLVED** to recommend an SCP increase from 1st April 2026 to the Policy & Resources Committee as noted on the report

F) On the proposition of Cllr Bird, seconded by Cllr Leech it was **RESOLVED** to recommend an increase in hours from either September 2026 or when the council commences responsibility for the allotments to the Policy & Resources Committee as noted on the report

On the proposition of Cllr Tolley, seconded Cllr Bird, it was **RESOLVED** to exit Part 2 and ratify decisions made therein. The meeting was closed at 6.55pm.

Councillor Yelland, Chairman

DRAFT