

## Guide to the work of Okehampton Town Council

Okehampton Town Council has 14 members (6 in the South Ward and 8 in the North Ward) who are normally elected for a four year term, with the current term ending in May 2019.

Casual vacancies are filled either by means of a by-election or by cooption and those appointments will also run until May 2019.

Councillors are volunteers and do not receive payment, although some travelling expenses may be reimbursed.

Training for the role is available and is strongly recommended.

The Town Mayor, Deputy Mayor and Committee Chairmen and Vice Chairmen are elected annually by Council Members.

The work and decision making of the Council is carried out through a Committee structure and in full Council Meetings. These meetings may be informed by reports from Working Parties.

Councillors generally serve on two of the four Committees briefly described here.

### Parks Committee

Responsible for the maintenance of Simmons Park and other open spaces, the Town Council car parks, the skate park, the cemetery, some public rights of way, bus shelters, wayside seats and the War Memorial.

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### Planning Committee

Responsible for reviewing and commenting where appropriate on all matters relating to planning, including individual applications and wider strategic planning matters.

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### Policy & Resources Committee

Responsible for the supervision and control of the Council's finances, including the allocation of occasional and regular grants to support organisations which benefit the residents of the town. It manages the personnel employed by the Council and oversees the use of IT.

### Property Committee

Responsible for the Civic buildings and property, including the Town Hall, Charter Hall and parts of the Market Hall as well as other smaller items of property owned by the Council.

They may also be appointed to serve as representatives on a number of outside bodies, which may be organisations such as OCRA or liaison groups such as the West Devon Borough Council/Okehampton Town Council group.

Committee meetings and Full Council meetings are usually held on Monday evenings. All meetings are open to the public and press. Agendas and minutes are open to public inspection and are published on the Town Council website, [www.okehampton.gov.uk](http://www.okehampton.gov.uk), where more information about the work of the Council can be found.