

**Minutes of the Okehampton Town Council Policy and Resources Committee held on
Monday 20 April 2015 in the Council Chamber,
Town Hall, Okehampton at 7.00 pm**

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

Other Members Present: Councillor Rev'd M Davies
Councillor Dr M Ireland

In Attendance: P R Snell (Town Clerk)

	Action
622 <u>Apologies for Absence</u> - None.	
623 <u>Deferment of Business</u> - There were no questions from the member of the public present.	
624 <u>Members' Questions</u> - None presented.	
625 <u>Minutes</u> - The minutes of the Policy and Resources Committee held on Monday 16 March 2015 were approved and signed by the Chairman on the proposition of Councillor Marsh, seconded by Councillor Yelland and agreed.	
626 <u>Matters Arising</u> - None.	
627 <u>Grant Applications</u> - Declarations of interest: Councillor Stephens	
627.1 2443 (Okehampton) Squadron ATC - The Committee considered a request to purchase training equipment to support youth in adventure and leadership activities. It was resolved to award a grant of £500 on the proposition of Councillor Letchford, seconded by Councillor Marsh.	
628 <u>Grant Acknowledgements and Feedback Forms Received</u> - The Committee noted the acknowledgement of grant from the Okehampton Community Archive Group. The Clerk reported a summary of acknowledgements of	

grants received over the period, presentations made and feedback forms received. On the proposition of Councillor Goffey, seconded Councillor Ball, it was agreed that the Clerk's summary of grants made would be a positive addition for publication on the website.

Clerk

629 Finances -

629.1 Management Accounts - The Committee considered the management accounts for the month ended 31 March 2014. The Clerk reported on variances. The Committee recorded its appreciation that, at year end, there were no debtors and asked that congratulations be passed on to the Clerk and the Finance Assistant. Adoption of the management accounts was agreed by the Committee on the proposition of Councillor Marsh, seconded by Councillor Ball.

629.2 Civic Dinner 2015 - Deferred to Part Two.

629.3 Financial Standing Orders - The Committee noted the Clerk's observation that the Financial Standing Orders were in need of a full review. On the proposition of Councillor Leech, seconded Councillor Cummings it was agreed that the Clerk, as RFO, should initiate a review of Financial Standing Orders once the new council was in session.

Clerk

630 Co-option to Casual Vacancies - The Chairman reported on the changes that had been made to the information pack for co-option of councillors (casual vacancy). It was resolved to recommend the information pack without further amendment to the full Council on the proposition of Councillor Ball, seconded Councillor Stephens.

631 Farmers' Market - The Committee noted comments from one of the stall holders at the Farmers' Market. After discussion of the situation presented, it was agreed to await the response for the further information requested as to practical assistance that the Council could provide and to bring this forward as a matter for the new council term.

632 Members' Reports and Requests for Agenda Items -

(i) Chamber of Trade - Councillor Marsh reported that a meeting was pending.

(ii) CAB - Councillor Leech. Nothing to report additional to the newsletter which had been circulated.

(iii) Fairtrade - Councillor Goffey. Nothing to report.

(iv) Okehampton Carnival Committee - Councillor Yelland reported on the election of officers, that finances were in order and that

arrangements for this year's carnival were in progress.

- (v) Okehampton College Community Forum - Nothing to report.
- (vi) Okehampton & District Community Transport Group - Councillor McDonald reported that the Group had been awarded a second minibus by the Department of Transport. The next Committee was scheduled for 12 May and it was agreed Councillor Leech would attend.
- (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 Cummings, seconded by Councillor Leech and agreed.

629.2 Civic Dinner

633 Staffing Matters

633.1

633.2 Finance Assistant

633.3 Clerk

633.4 Park-keeper

634 On the proposition of Councillor McDonald, seconded by Councillor Ball, it was agreed to exit Part Two proceedings and to ratify all decisions taken in Part Two.

Action

The meeting was closed at 8.35 pm.

**Councillor
Chairman**