

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

Committee Members Present: Councillor B Stephens (Chairman)
Councillor Mrs J Yelland (Vice Chairman)
Councillor T Cummings
Councillor Mrs V Cushing
Councillor Mrs C Marsh
Councillor B Tolley
Councillor D Weekes
Councillor P Vachon (Town Mayor)
Councillor Mrs J Goffey (Chairman, Property)
Councillor A Leech (Chairman, Planning)

Other Members Present: Councillor Miss C Holt

In Attendance: P R Snell (Town Clerk)

		Action
98	<u>Apologies for Absence</u> - None.	
99	<u>Welcome to New Member</u> - The Chairman welcomed Councillor Holt to her first meeting as a new Member. The Clerk confirmed that Councillor Holt had made her declaration of acceptance of office.	
100	<u>Deferment of Business</u> - There were no members of the public present.	
101	<u>Members' Questions</u> - None presented.	
102	<u>Minutes</u> - The minutes of the Policy and Resources Committee held on Monday 15 June 2015 were approved and signed by the Chairman on the proposition of Councillor Marsh, seconded by Councillor Goffey and agreed.	
103	<u>Matters Arising</u> - Review of Financial Standing Orders. The Chairman reported that the review was now work in progress and the working group members had received two different models of FSOs for study and comparison.	
104	<u>Grant Applications</u> -	
104.1	Battle of the Bands - The Committee considered a request to support the Battle of the Bands event in Simmons Park. It was resolved to award a grant of £500 on the proposition of Councillor Goffey, seconded by Councillor Leech.	

104.2	Beating the Bounds - Okehampton Parish - It was resolved to award a grant of £300 towards the costs of the event on 19 August 2015 on the proposition of Councillor Cummings, seconded by Councillor Weekes.	Clerk
104.3	Car Park at All Saints - The Committee considered an application for a contributory grant towards the cost of resurfacing the car park at All Saints Church. Under the provision of Section 137 (LGA 1972) and on the basis of the car park being adjacent to the Council-owned burial ground it was agreed to award a grant of £300 to the Parochial Church Council on the proposition of Councillor Goffey, seconded by Councillor Weekes.	
105	<u>Grant Acknowledgements and Feedback Forms Received</u> - The Clerk reported that an updated 'dashboard' for the CAB operation at Okehampton had been received.	
106	<u>Finances</u> -	Clerk
106.1	Management Accounts - The Committee considered the management accounts for the months ended 31 May and 30 June 2015. The Clerk confirmed that there was an ear marked fund to support expenditure on the rail resilience project. It was noted that the cheque in favour of Senior Voice (Okehampton) had not yet been presented. Adoption of the management accounts was agreed by the Committee on the proposition of Councillor Yelland, seconded by Councillor Goffey.	
106.2	Fidelity Guarantee - The Clerk had followed up the recommendation by the internal auditor to increase the cover of the fidelity guarantee to £440,000. The Insurers had quoted a premium of £86.32 including IPT. On the proposition of Councillor Marsh, seconded by Councillor Yelland it was agreed to purchase the increase of cover.	
107	<u>Parishes On-Line Subscription</u> - The Clerk reported that the actual initial cost of subscribing to this service was £98 plus £20 initial set-up cost plus VAT. The subscription cost was census-population based. On the proposition of Councillor Marsh, seconded by Councillor Leech, it was agreed to subscribe to Parish Online.	Clerk
108	<u>LGPS Employer Discretionary Policies</u> - Peninsula Pensions administration had asked for employer's discretionary policies to be determined with reference to LGPS and LGPS2014. Most of the preparation had been completed in the previous year, but a further policy was now included for consideration. After discussion, the policies as drafted were agreed on the proposition of Councillor Leech, seconded Councillor Goffey.	
109	<u>Training</u> -	Clerk
109.1	Councillor Training - Councillor Yelland reported on recent Chairmanship	

course. Similar training had also been undertaken by Councillor Stephens. Councillor Carpenter had attended a course designed for new councillors, and a similar course had been booked for Councillors Cushing and Rush in September. Councillor Holt would attend the same course if space available.

Clerk

109.2 SLCC AGM - The Clerk reported that the AGM for the Society of Local Council Clerks was scheduled for 15-17 October 2015. It was agreed that the Clerk should attend this residential meeting on the proposition of Councillor Cummings, seconded Councillor Leech.

110 Members' Reports and Requests for Agenda Items -

- (i) Chamber of Trade - Councillor Marsh reported that the Food and Music Festival (4 July) had been successful, with positive feedback. Town banners, including one advertising the Park, were due for delivery soon. A meeting was scheduled for the following week.
- (ii) CAB - Councillor Leech reported that there had been a 22% increase in demand for CAB services in the South West for the recent reporting period. It was anticipated that demand would increase further following the implementation of Universal Credit. This justified the grant support that the Town Council had given.
- (iii) Fairtrade - Councillor Cushing reported that planning was in progress for Fairtrade Fortnight 2016, to include a conference at the College. Guidance had been provided for inclusion of Fairtrade on the Councils website community page.
- (iv) Okehampton Carnival Committee - Councillor Yelland. No meeting, but a coffee morning planned for August.
- (v) Okehampton College Community Forum - Councillor Leech. Nothing to report.
- (vi) Okehampton & District Community Transport Group - Councillor Leech. The AGM was scheduled for 23 July in Charter Hall.
- (vii) DALC - No meeting.

The meeting was closed at 7.38 pm.

Councillor B Stephens
Chairman