

**Minutes of Okehampton Town Council Policy and Resources Committee held on Monday 16 November 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 P Vachon (Town Mayor)  
Councillor Mrs J Goffey (Chairman, Property)

**Other Members Present:** Councillor Mrs J Carpenter  
Councillor Miss C Holt  
Councillor Dr M Ireland  
Councillor R Rush

**In Attendance:** P R Snell (Town Clerk)

	<b>Action</b>
<b>283. <u>Apologies for Absence</u> - Apologies were presented on behalf of Councillors Leech and Weekes.</b>	
<b>284. <u>Deferment of Business</u> - There were no members of the public present.</b>	
<b>285. <u>Members' Questions</u> - Councillor Yelland enquired about the location of the memorial stone that had been at the old hospital. It was reported that all stones from the old hospital had been retained and relocated.</b>	
<b>286. <u>Minutes</u> - The minutes of the Policy and Resources Committee held on Monday 19 October 2015 were approved and signed by the Chairman on the proposition of Councillor Yelland, seconded Councillor Marsh and agreed.</b>	
<b>287. <u>Matters Arising</u> - None.</b>	
<b>288. <u>Financial Regulations</u> - The Chairman reported that the Working Group had now concluded consideration of the new draft regulations, which were based on a combination of NALC model and other in-use versions. On the proposition of Councillor Yelland, seconded Councillor Goffey, it was resolved to recommend the Financial Regulations for adoption by the Council at its next meeting.</b>	
<b>289. <u>Grant Applications</u> -</b>	
<b>289.1 <u>Okehampton and District Chamber of Trade</u> - Councillor Marsh declared an interest. The Committee considered a request for a grant of £1,200 towards the £9,000 cost of refurbishing the decorative Christmas lighting and supporting costs. After discussion, it was agreed to award a grant of £1,200</b>	

on the proposition of Councillor Goffey, seconded Councillor Vachon. It was further agreed to table an agenda item for a future meeting for discussion on how the Council may support the seasonal town lighting.

**289.2 Museum of Dartmoor Life** - Councillor Goffey declared an interest. A letter had been received from the trustees of the Dartmoor Museum Association requesting that the Council consider making a budget provision for grants of £3,500 for the Museum and the £1,500 previously made available to West Devon Borough Council to support the Tourist Information Facility. After discussion, and on the proposition of Councillor Vachon, seconded Councillor Cummings, it was agreed to include the budget provision for grants of £3,500 and £1,500 accordingly.

**290. Grant Acknowledgements, Feedback Forms Received and Unclaimed Grants -**

**290.1 Turning Tides Project** - The Clerk reported that the Turning Tides Project had submitted a feedback form and pictures showing how the grant had been expended in the course of recent months.

**291. Finances -**

**291.1 Management Accounts** - The Committee considered the management accounts for the month ended 31 October 2015 and after questioning the outstanding debtors, the management accounts were adopted on the proposition of Councillor Yelland, seconded Councillor Goffey.

**291.2 Reconciliation of Neighbourhood Planning Expenditure** - The Clerk reported that the protocol for expenditure on Neighbourhood Planning called for reconciliation between Okehampton Town Council and Okehampton Hamlets Parish Council quarterly. After the Clerk's discussion with the Clerk of Okehampton Hamlets Parish Council and the relatively small sum involved, it was agreed to defer this reconciliation until the 6 month point, on the proposition of Councillor Vachon, seconded Councillor Marsh.

**292. Guild of Mace-Bearers Subscriptions** - On the proposition of Councillor Cummings, seconded Councillor Marsh, It was resolved that the annual subscriptions for the Mace-Bearers be paid to the Guild, sum totalling £50.

**293. Management of Allotments** - Councillors Vachon, Ireland and Marsh declared interest as trustees. A letter had been received from the Clerk of Okehampton United Charities requesting that the Town Council consider making a contribution towards the cost of providing and managing the allotments which the charity owned. The Committee considered the relevant section of the Smallholdings and Allotments Act 1908 and after discussion, noting that a similar request had been made to Okehampton Hamlets Parish Council, it was resolved that a grant of £300 be made towards the costs that accrued to Okehampton United Charities in

managing their allotments. It was agreed that the level of this grant be revisited, subject to application, on an annual basis.

**294. Simmons Park Car Park Charges in December** - The Committee noted that, in December 2014, the Council had agreed the relaxation of car parking charges during December. On the proposition of Councillor Marsh, seconded by Councillor Goffey, it was resolved to relax car parking charges during December 2015, such that it would be free to park at Simmons Park car park after 3 pm (Monday to Friday) and on Saturday mornings (where public holiday provisions do not already apply). The Committee sought to emphasise that this was the Town Council's way of supporting the Chamber of Trade and commerce within the town during December.

**295. Members' Reports and Requests for Agenda Items** -

- (i) Chamber of Trade - Councillor Marsh reported that a meeting was scheduled for the following week, that a Food and Music Festival was planned for the last Saturday in June 2016 and that the Christmas lights would be erected in the course of the following weekend, this being the last occasion on which Mr Donald Rooke would be co-ordinating the erection of the lights.
- (ii) CAB - Councillor Leech reported that information on the last meeting would be forwarded to the Clerk for circulation once it had been received.
- (iii) DALC - County Committee - Councillor Marsh reported that the next meeting of the County Committee was scheduled for December.
- (iv) DALC - Larger Councils Sub-Committee - Councillor Stephens reported on the following points arising out of the previous meeting:
  - Heart of the South West LEP - final bid to be submitted by 18 December by the 22 local authorities involved.
  - Purple Angel Accreditation - available to organisations like Town Councils supporting dementia awareness and support.
  - Growing recognition that the precept for towns supporting services for neighbouring parishes is increasingly insufficient due to the funding gap experienced by higher level principal authorities.
  - DALC was planning to convene a conference on highways in the spring, and to invite an alternative view to the current Department of Transport priorities.
  - There were to be elections for the NALC National Committee for both members and officers, information on this election having been forwarded to members of the Council on 23 September.
- (v) Fairtrade - Councillor Cushing reported on the following arising out of the last meeting of the group:
  - An event at the Baptist Church on 10 December.
  - Fairtrade fortnight in February/March 2016 - the Mayor has been invited to attend.

- The Locality Lead Officer will be taking a role with the Okehampton Fairtrade group.
  - Next meeting on 5 January 2016.
- (vi) Okehampton Carnival Committee - Councillor Yelland reported that there had been some difficulties with road closures on the day and that some of the large traffic cones which had been positioned for the event had been removed without authorisation and were still missing. Okehampton College Big Band was well received outside Donald's and the Carnival Royalty had won first prize at South Zeal Carnival. The Carnival Committee had scheduled a Christmas coffee morning to take place on 12 December.
- (vii) Okehampton College Community Forum - No report.
- (viii) Okehampton & District Community Transport Group - Councillor Leech reported that there had been no meeting.

The meeting was closed at 8.02 pm.

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**Councillor B Stephens**  
**Chairman**