



Okehampton Town Council

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Paul R Snell
Town Clerk

11 April 2016

Dear Councillor

You are summoned to attend a meeting of the Policy and Resources Committee to be held on Monday 18 April 2016 at 7.00 pm in the Council Chamber, Town Hall, Okehampton.

Yours faithfully

Paul R Snell
Town Clerk

AGENDA

Declarations of Interest - Members are reminded that they should declare any relevant interest in the items to be considered.

**Urgent items - items for information only can be brought to the attention of the Committee at the discretion of the Chairman at the end of the meeting.
No decision can be taken on items not detailed on the published agenda.**

1. **Apologies for Absence** - To receive apologies from those Members unable to attend.
2. **Deferment of Business** - For comment by the Public.
3. **Members' Questions** - To receive questions from Members regarding the workings of the Committee.
4. **Minutes** - To confirm, approve and sign minutes of the Policy and Resources Committee meeting held on 14 March 2016.
5. **Matters Arising** - Matters arising from the previous meeting:
 - 5.1 Income Generation Working Group
 - 5.2 Policy Reviews Working Group
 - 5.3 Honorary Freeman Working Group

6. **Grant Applications** - To receive and consider applications for financial assistance from the following organisations:
 - 6.1 **Okehampton Community Garden Association** - Request for a grant of £500 to complete the connection of water services to borehole.
 - 6.2 **Relate Exeter and District** - Request for a grant of £500 to help fund the ongoing provision of services to Okehampton and Okehampton Hamlets residents.
 - 6.3 **CAB - TNMWD** - Grant topped up by £500 in accordance with Minute 454.3
7. **Feedback and Acknowledgements from Grants Awarded**
8. **Finances - Management Accounts** - To consider, agree and adopt the management accounts (as circulated) for month ended 29 February and 31 March 2016.
Ear Marked Reserve (EMR) Transfers - (i) To consider year-end transfer of £603.18 from ear-marked reserve (Rail Resilience Consultancy Fund) to balance Rail Resilience Project expenditure, (ii) to consider release of balance of ear-marked reserve £282 (Council Chamber furniture) and (iii) to consider transfer of unused £3,000 from Chair Store Water Supply project to Sinking Fund.
9. **Okehampton Coat of Arms** - Request from Okehampton Model Flying Club to incorporate the coat of arms into club publicity.
10. **Neighbourhood Plan Group** - To note and agree costs for services in excess of protocol limits, to note prize incentive for returned questionnaires and schedule of costs, budgets and payment for reconciliation with Okehampton Hamlets Parish Council. Cllr Yelland /Clerk to report.
11. **Consideration of date for Annual Town Assembly** - Mayor to introduce.
12. **Planning Peer Review (South Hams & West Devon Councils)** - Invitation to appoint a Council representative to participate in external 'health check'.
13. **Fly a Flag for the Commonwealth** - Consideration of purchase of Commonwealth Flag to be flown at St James' Chapel with the consent on the trustees on Commonwealth Day (March). Indicative price up to £45 plus VAT.
14. **Members' Reports and Requests for Agenda Items** - To receive reports from Members attending other organisations on behalf of the Council.
 - (i) Chamber of Trade - Councillor Mrs Marsh.
 - (ii) CAB - Councillor Leech.
 - (iii) DALC - County Committee - Councillor Mrs Marsh
 - (iv) DALC - Larger Councils Sub-Committee - Councillor Stephens & Town Clerk
 - (v) Fairtrade - Councillor Mrs Cushing.
 - (vi) Okehampton Carnival Committee - Councillor Mrs Yelland.
 - (vii) Okehampton & District Community Transport Group - Councillor Leech.

PART TWO

Items which may be taken in the absence of the press and public.

The Committee is recommended to pass the following resolution:-

‘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 as they involve the likely disclosure of sensitive and confidential information.’

15. Staff salaries and wages - Implications of introduction of National Living Wage.

16. Debts outstanding for more than 3 months - Clerk to report.