

**Minutes of the Okehampton Town Council Policy and Resources Committee held on Monday 14 March 2016 in the Council Chamber, Town Hall, Okehampton at 7.45 pm**

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

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

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

		Action
494	<b><u>Apologies for Absence</u></b> - Apologies for absence were presented on behalf of Councillors Cummings and Weekes.	
495	<b><u>Deferment of Business</u></b> - No public presence.	
496	<b><u>Members' Questions</u></b> - None.	
497	<b><u>Minutes</u></b> - The minutes of the Policy and Resources Committee meeting held on 22 February 2016 were approved and signed by the Chairman on the proposition of Councillor Yelland, seconded by Councillor Goffey.	
498	<b><u>Matters Arising</u></b> - The Chairman reported that a meeting had been arranged for the income generation working group (6 April) and for the policies working group (22 February). A date for the Honorary Awards working group would be arranged in April.	
499	<b><u>Grant Applications</u></b> - The Committee considered the following application for Town Council grants:	
499.1	<b>1<sup>st</sup> South Zeal Scout Group</b> - The Committee considered an application for £500 to fund a new mess/craft tent. After discussion, it was agreed that the application fell outside the terms of condition 4 of the Town Council's published grant terms and conditions. It was agreed to decline the application on the proposition of Councillor Leech, seconded Councillor Goffey.	
500	<b><u>Finances</u></b> - The management accounts for the month ended 29 February	

2016 were circulated at the meeting and it was agreed that they be considered at the next meeting of the Policy & Resources Committee.

- 501     Business Rates - Simmons Park Car Park** - The Committee noted the Clerk's paper on the application of business rates to Simmons Park Car Park and the demand for arrears. After discussion, the Committee noted that the rates were due for the current year and that the Clerk would discuss a plan for payment of the arrears in addition to seeking further business-rates-specific advice on the potential for appeal.

Clerk

- 502     Discussion - Tax Base Corrections** - The Committee noted the Clerk's briefing paper on the effect of West Devon Borough Council's corrections to the tax base register for the Town and Hamlets parishes. After some discussion in Part Two, the discussion returned to Part One, where it was agreed that the current situation was leading to an increasingly unfair and illogical precept charge between the Town and Hamlet's residents. It was further agreed that the Mayor should approach the Hamlet's Chairman to initiate a discussion between councils on how a possible solution to this may be taken forward.

Mayor

- 503     Reports from Councillor and Staff Training** - The Committee noted the following training undertaken:

- Councillor Yelland - reported on the excellent value of the new LGA Leadership Programme for Town and Parish Councillors (19-21 February).
- Clerk - reported on SLCC 'Roadshow' Conference (9 March), with updates on employment and insurance issues, new audit arrangements, devolution and legal matters arising.

- 504     Members' Reports and Requests for Agenda Items** -

- (i) Chamber of Trade - Councillor Marsh reported that a meeting was scheduled for the following week. New officer roles had been agreed at the AGM, with Jade Oliver as the newly elected Chair.
- (ii) CAB - Councillor Leech. The Group's bid for funding to support an Information Day in Okehampton in April had been successful.
- (iii) DALC County Committee - Councillor Marsh. Next meeting on 21 March, which the Clerk had also been invited to attend.
- (iv) DALC Larger Councils Sub-Committee - No meeting.
- (v) Okehampton Fairtrade Group - Councillor Cushing reported on:
  - A successful Big Breakfast in the Church Hall on Saturday 27 February

- Fairtrade Fortnight and Schools' Conference Monday 7 March attended by both Primary School and College
  - Participation in the May Fair on 1 May
  - Next meeting 12 April.
- (vi) Okehampton Carnival Committee - Councillor Yelland reported that the Committee was re-elected at the recent meeting. A coffee morning and quiz night was scheduled for 26 March and the notes of the AGM would be circulated when available.
- (vii) Okehampton and District Community Transport Group - Councillor Leech reported that the Group were currently recruiting for additional drivers, noting that the delivery of a new bus was scheduled for May.

## **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 Leech, seconded by Councillor Yelland.

## **Action**

### **502     Discussion - Tax Base Correction**

The meeting was closed at 8.56 pm.

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