

**Minutes of the Okehampton Town Council Policy and Resources Committee
Meeting held on Monday 2 September 2013 in the Council Chamber, Town Hall,
Okehampton at the rise of the Full Council Meeting**

Committee Members Present: Councillor T Cummings (Vice Chair)
Councillor K Ball
Councillor C Letchford
Councillor M Davies (Town Mayor)
Councillor A Leech (Chair, Planning)
Councillor Mrs J Goffey (Chair, Property)
Councillor Mrs C Marsh (Chair, Parks)

Other Members Present: Councillor Dr M Ireland
Councillor P Vachon

In Attendance: Mrs J Gillard (Deputising for Town Clerk)

Declarations of Interest: Councillor M Davies declared a personal interest in item 185(i)(a) The Get Changed Theatre Company and Councillor A Leech declared a personal interest in item in 185(i)(c) Broadlands Residents' Association.

178. **Apologies for Absence** - Apologies for absence were presented on behalf of Councillor Mrs M McDonald and Councillor D Weekes.
179. **Deferment of Business** (for comment by the public) - There were no members of the public present.
180. **Members' Questions** - There were no questions from Members regarding the workings of the Committee.
181. **Minutes** - The minutes of the Policy and Resources Committee meeting held on 29 July 2013 and the Special Meeting held on 5 August 2013 were approved and signed by the Chair on the proposition of Councillor A Leech, seconded by Councillor Mrs C Marsh.
182. **Matters Arising** -
- 182.1 **Town Council Bank Account Signatories** - The Clerk advised the paperwork had now all been completed and had been lodged with the bank.
- 182.2 **Town Council Website** - The Mayor advised that requests for quotes for the web design work and IT requirements were due to be issued the next day with responses due by the end of the month. Councillor K Ball advised he had not yet discussed supply of software from Devon County Council.
183. **Finances** -
- (i) The accounts as at 31 July 2013 were accepted on the proposal of Councillor K Ball and seconded by Councillor C Letchford.

- (ii) Burger Van - it was proposed by Councillor Mrs C Marsh and seconded by Councillor A Leech that this invoice be written off. All Councillors in favour.
- (iii) PRS for Music - the Clerk advised that charges were being incurred from PRS for Music when events were held in the Charter Hall using music in the sum of approximately £30. This was noted by Councillors.

184. Grant Aid -

- (i) (a) Get Changed Theatre Company - request for donation of £287, it was proposed by Councillor A Leech and seconded by Councillor K Ball that a donation of £300 be made, all Councillors in favour.
- (b) Okehampton & District Community Transport Group - on the proposal of Councillor Mrs C Marsh and seconded by Councillor A Leech it was agreed that the request for a donation of £500 be granted.
- (c) Broadlands Residents' Association - it was agreed that the principle of the request was good and that more information was required in connection with the constitution of the group. It was advised that there were grants available from West Devon Homes for housing associations such as this and that, at this stage, it would be more appropriate for them to approach West Devon Homes as it was believed they would provide ongoing advice and support for a new organisation. Clerk to advise group accordingly.
- (ii) Battle of the Bands - A letter had been received from Mr C Hodgson, organiser of the Battle of the Bands, suggesting a small amount be included on the town precept to cover community events. On the proposal of Councillor T Cummings, seconded by Councillor A Leech, it was agreed that a letter of response be made advising that the idea was good and it would receive formal consideration later in the year at budget setting meetings.

185. Chubb Keyholding Service - After discussion it was proposed by Councillor M Ireland and seconded by Councillor A Leech that keyholders remain 'in house' and not to accept this offer. Councillor Mrs J Goffey advised she would be happy to be a keyholder and be added to the list of people to be called in the event of an alarm activation.

186. Members' Reports -

- (i) Link Committee - Councillor Cummings advised the September meeting has been cancelled with a Super Link meeting due to be held on 24 October.
- (ii) DAPC - no report.
- (iii) Liaison - no report, Councillor K Ball to progress organising of meeting.
- (iv) Okehampton College Community Forum - Councillor Leech advised no update since last meeting.
- (v) CAB - no report, the Chair expressed concerns over the maintaining of standards of the service provided by the local office following the merger.
- (vi) Fairtrade - no report.
- (vii) Community Transport - no report.

PART TWO

ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF THE PRESS AND PUBLIC ON THE GROUND THAT EXEMPT INFORMATION MAY BE DISCLOSED (if any).

The Committee is recommended to pass the following resolution:-

“On the proposition of Councillor A Leech, seconded by Councillor Mrs J Goffey, it was resolved that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting for the undermentioned item of business on the grounds that exempt information may be disclosed as defined in the paragraph given below from Part I of Schedule 12(A) to the Act”

Paragraph 1 - Information relating to a particular employee, former employee or applicant to become an employee of, or a particular office holder, former office holder or applicant to become an office holder under the authority.

187. Staffing Matters

It was resolved to come out of part 2 on the proposition of Councillor A Leech, seconded by Councillor Mrs J Goffey, move back into part 1 and ratify all decisions taken in part 2.

Meeting closed at 9.30 pm.

Councillor T Cummings
Vice Chairman