

Minutes of the Okehampton Town Council Policy and Resources Committee held on Monday 14 November 2016 in the Council Chamber, Town Hall, Okehampton at 7.00 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
 Councillor Mrs J Goffey (Town Mayor)
 Councillor T Leech (Chairman, Planning)
 Councillor D Weekes (Chairman, Property)

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

In Attendance: P R Snell (Town Clerk)

	Action
329 <u>Apologies for Absence</u> - All Committee Members were present.	
330 <u>Deferment of Business</u> - No public presence.	
331 <u>Members' Questions</u> - None.	
332 <u>Minutes</u> - The minutes of the Policy and Resources Committee meeting held on 17 October 2016 were approved and signed by the Chairman on the proposition of Cllr Vachon, seconded by Cllr Marsh.	
333 <u>Matters Arising</u> -	
333.1 Policies Working Group - The Chairman reported a meeting had been arranged for 24 November.	
334 <u>Grant Applications</u> - The Committee considered the following applications for Town Council grants:	
334.1 Ockment Centre - Cllr Leech declared a personal interest. The Committee considered an application for £5,000 to support the continuing operation of the Ockment Centre, noting the availability of the Trustees Report for the year ended 31 March 2015 and a letter of support from West Devon CVS. A grant of £5,000 (LGA 1972, s.137) was agreed on the proposition of Cllr Marsh, seconded Cllr Goffey.	
334.2 Okehampton Remembers - Cllrs Marsh and Stephens declared personal interests. The Committee considered and agreed a grant of £500 to support the seed-funding of this project on the proposition of Cllr	

Goffey, seconded Cllr Yelland. (Authority: LGA 1972, s.137)

- 334.3 Okement Rivers Improvement Group** - Cllr Marsh declared a personal interest. An application for a grant of £500 had been received to support the cost of maintaining public seating in the town (that not owned by the Town Council) and insurance to carry out activities. A grant of £500 was agreed (authority LGA 1972, s.137) on the proposition of Cllr Leech, seconded Cllr Weekes.
- 335 Feedback** - Letters of appreciation and feedback form had been received from Okehampton Carnival Committee and Citizens Advice.
- 336 Finances:**
- 336.1 Management Accounts** - The Committee considered and agreed the management accounts for the month ended 31 October 2016 on the proposition of Councillor Tolley, seconded Councillor Yelland.
- 336.2 Expenditure of Ear Marked Fund** - The Committee agreed the expenditure of £394.50 from the ear marked reserve 4983 (Park signs) on the proposition of Cllr Yelland, seconded Cllr Vachon.
- 336.3 Expenditure of Ear Marked Fund** - The Committee agreed the expenditure of £9729.60 from ear marked reserve 4991 (Car park rates) on the proposition of Cllr Vachon, seconded Cllr Tolley.
- 337 TAP Funding Letter of Support** - A request had been received from Okehampton Hamlets Parish Council for a letter of support for their TAP funding request to WDBC. The request was in connection with funding a management plan for Meldon Woods. A letter of support was agreed on the proposition of Cllr Marsh, seconded Cllr Goffey.
- 338 Budget 2017-18** - Cllrs Marsh and Tolley declared personal interests with reference to OCRA. The Chairman asked Members to raise any matters that might be relevant to the setting of the 2017-18 budget from the Committee's delegated responsibilities. The Committee considered a request from OCRA for £5000 to support core funding. It was understood that business and operations plans had been prepared but had not been supplied. Therefore, on the proposition of Cllr Yelland, seconded Cllr Leech, it was agreed to defer decision. After discussion, it was agreed to write to Okehampton Hamlets Parish Council to request a grant or contribution for the 2017-18 financial year with reference to the anticipated costs of maintaining the two public toilet facilities in the town centre. An existing arrangement with the Hamlets PC provided for a 10% contribution to the costs of the Neighbourhood Plan and it was agreed to request £2,700 on the same basis, this on the proposition of Cllr Stephens, seconded Cllr Marsh.

- 339 Interim Audit** - The Committee noted the interim audit report of the Internal Auditor together with the Clerk's comments that the emphasis on audit had now turned to governance and the Transparency Code.
- 340 Funding Request** - Councillors Leech, Stephens and Yelland declared personal interests as WDBC Members. A request had been received from Darren Arulvasagem (Business Development Group Manager at WDBC) for a contribution towards a town business survey (benchmarking data to compare Okehampton against other towns with similar characteristics nationwide). Cllr Goffey noted that a local business survey had been carried out this year as part of the Neighbourhood Plan survey. On the proposition of Cllr Weekes, seconded Cllr Goffey, it was agreed to decline the request.
- 341 Members' Reports and Requests for Agenda Items** -
- (i) Chamber of Trade - Councillor Marsh reported that the next meeting would be on Thursday. Edwardian Evening was planned for 1 December and town lights would be put up on 26-27 November.
 - (ii) CAB - Councillor Leech reported that the latest newsletter had been circulated.
 - (iii) DALC County Committee - No meeting
 - (iv) DALC Larger Councils Sub-Committee - No meeting
 - (v) Okehampton Fairtrade Group - Councillor Cushing reported that Fairtrade group members would be participating in Edwardian Evening at the Baptist Church. Application for Fairtrade town signs was in progress.
 - (vi) Okehampton Carnival Committee - Councillor Yelland reported that the 'washup' meeting was scheduled for Tuesday.
 - (vii) Okehampton and District Community Transport Group - Councillor Leech reported that the Group was again recruiting for drivers. The latest newsletter had been circulated.

The meeting was closed at 8.15 pm.

Councillor B Stephens
Chairman