



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

T: 01837 53179
E: townclerk@okehampton.gov.uk

Paul R Snell
Town Clerk

13 March 2017

Dear Councillor

You are summoned to attend a meeting of the Policy and Resources Committee to be held on Monday 20 March 2017 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 13 February 2017.
5. **Matters Arising** – Matters arising from the previous meeting:
 - 5.1 Putting Green Project
 - 5.2 Policies
 - 5.3 Commonwealth Day – 13 March 2017 – use of flag

5.4 Office copier replacement

5.5 Internal auditor appointment working group

6. **Grant Applications** - To receive and consider applications for financial assistance from the following organisations:
 - 6.1 **Fairtrade Group** – Request for re-allocation of grant of £150 made towards town signs (Minute 276.4) to Fairtrade School's Conference.
7. **Feedback and Acknowledgements from Grants Awarded** –
 - 7.1 Citizens Advice – acknowledgement of receipt of £4,000
 - 7.2 North Dartmoor Search & Rescue Team – Acknowledgement of £500.
8. **Finances** –
 - 8.1 To consider, agree and adopt the management accounts (as circulated) for month ended 31 January and 28 February 2017.
 - 8.2 Grants budgets – to vire £5,500 from 'Grants - specific powers' to 'Grants - S.137'
 - 8.3 To agree expenditure of following ear-marked funds: Simmons Headstone - £1,840
9. **CCTV Town Study** – Report on developments and consider response to Expression of Interest from PCC's Office – Cllr Leech.
10. **Payscales & Allowances** – To endorse the payscales and allowances for 2017-18 as agreed by the National Joint Council for Local Government Services, and as applicable to staff spine points to be implemented from 1 April 2017.
11. **Staffing Working Group** – To convene a staffing working group to consider augmentation of office capacity.
12. **Chamber of Trade** – Request from the Chamber of Trade to use the Town Hall as its registered address and for collection of post – Cllr Marsh.
13. **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) Citizens Advice - 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.