

**Minutes of Okehampton Town Council Policy and Resources Committee Meeting held  
on Tuesday 28<sup>th</sup> May 2013 in the Council Chamber, Town Hall,  
Fore Street, Okehampton at 7.00 pm**

**Committee Members Present:** Councillor Mrs M McDonald (Chair)  
Councillor A Leech (Chair Planning)  
Councillor Mrs J Goffey (Chair Property)  
Councillor Mrs C Marsh (Chair Parks)  
Councillor C Letchford

**Other Members Present:**

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

21. **Apologies for Absence** – Apologies for absence were presented on behalf of Councillor M Davies, Councillor T Cummings, Councillor D Pledger and Councillor P Vachon.
22. **Deferment of Business** – (for comment by the public) – There were no members of the public present.
23. **Members Questions** – There were no questions from Members regarding the working of the Committee.
24. **Minutes** – The minutes of the Policy and Resources Committee meeting held on 22<sup>nd</sup> April 2013 were approved and signed by the Chair on the proposition of Councillor A Leech, seconded by Councillor Mrs C Marsh.
25. **Matters Arising** –
  - 25.1 **Standing Orders** – The Chair reported this had not been progressed due to the absence of the Clerk.
26. **Finances** – Members noted the accounts and on the proposition of Councillor Mrs C Marsh, seconded by Councillor Mrs J Goffey, it was resolved the reports as presented be endorsed subject to answers to the following questions –
  - i) List of debtors required
  - ii) Committee Report page 1 line 4105 – what is overspend/why no budget?
  - iii) Committee Report page 1 line 4048 – as above.
  - iv) Committee Report page 4 line 4430 – as above.
  - v) Committee Report page 5 line 4113 – Councillor Mrs Marsh believed there to be £2000 remaining in the Skate Park Funds, where is this shown?
  - vi) Working Details Annual Return – clarification required on this document.
27. **Grant Aid** –
  - 27.1 **Okehampton Community Recreation Association (OCRA)** - Councillor Mrs C Marsh declared a personal interest as she is a Trustee of the Association. After

- discussion it was proposed by Councillor Mrs J Goffey, and seconded by Councillor T Leech, that an award of £500 be made, all Councillors in favour.
- 27.2 Okehampton Army Cadets** – resolved to award £500 to enable purchase of electronic classroom equipment as listed on the Application Form and to offer to purchase the items on their behalf. Proposed by Councillor Mrs C Marsh and seconded by Councillor Mrs J Goffey, all Councillors in favour.
- 27.3 Duke of Edinburgh’s Award** – correspondence noted, resolved no further action required.
- 27.4 Okehampton Golf Club** – correspondence received following rejection of earlier application for Grant. Wish to purchase additional equipment for use with children and disabled groups at Club and on visits to Schools mentioned, resolved that as original decision cannot be changed and this appeared to be a separate request, that suggestion be made to Golf Club to apply for these items on new application which the Councillors would then be happy to consider.
- 28. Town Council Bank Account Signatories** - the Acting Clerk advised the current signatories recorded were Mrs Bickley, Cllr Leech, Cllr Marsh, Cllr McDonald, Mr M Morse, Cllr Weekes and Mr Stunnell. It was resolved to remove the former Councillors and add Councillors M Davies, P Vachon, Mrs J Goffey and T Cummings. Proposed by Councillor A Leech and seconded by Councillor Mrs M McDonald.
- 29. Town Council Website** – the Chair reported that following the appointment of Councillor K Ball to DCC that it seemed appropriate for the ongoing management of the website to return to Town Council staff as his time available would now be reduced. It was proposed by Councillor Leech and seconded by Councillor Mrs McDonald that further investigation and tenders (including staff training) be obtained to enable this to happen and a letter of thanks be sent to Councillor Ball for his past work. All Councillors in favour.
- 30. Representatives to Other Bodies** – clarification received on Trustees appointed to Simmons Homes Charity, The Charities of Holditch and others, and Okehampton United Charity, list of representatives updated as per attached list.
- 31. Members Reports -**  
**Link Committee** – no meetings held.  
**DAPC** – no report.  
**Liaison** – no meetings held.  
**Okehampton College Community Forum** – Councillor Leech advised how to establish community side of Trustees to be resolved.  
**CAB** – Councillor Leech advised meeting due shortly when potential mergers to be discussed.  
**Fairtrade** – no report.  
**Community Transport** – Councillor Mrs McDonald advised no meetings held since visit of Mrs Sawyer to last Full Council meeting, Mayor to spend day with the Group on 17<sup>th</sup> June.

## **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 T Leech, seconded by Councillor Mrs C Marsh, it was resolved that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting for the under mentioned item of business on the grounds that exempt information may be disclosed as defined in the paragraph given below from Part 1 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.

32. **Parking Permits**

33. **Staffing Matters**

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

Meeting closed at 8.45pm.

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**Councillor Mrs M McDonald**  
**Chairman**