



*Okehampton Town Council*

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Penny Clapham MILCM  
Locum Town Clerk

5 June 2017

Dear Councillor

You are summoned to attend a meeting of the Policy and Resources Committee to be held on Monday 12<sup>th</sup> June, 2017 at 7.00 pm in the Council Chamber, Town Hall, Okehampton.

Yours faithfully,

*Penny Clapham*

Penny Clapham MILCM  
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 18<sup>th</sup> April 2017.
5. **Matters Arising** - Matters arising from the previous meeting:  
5.1 Policies update - Harassment & Bullying

6. **Grant Applications** - To receive and consider applications for financial assistance from the following organisations:
- 6.1 **Battle of the Bands** - grant agreed but not issued. The Battle has been cancelled. To be noted.
  - 6.2 **Okehampton Chamber of Trade** - for East Street Mural: £500
  - 6.3 **Okehampton United Ecclesiastical Charity** - parish councils £500
  - 6.4 **Dartmoor Museum Association** - £3,500
  - 6.5 **Museum Tourist Information Point** - £1,500
  - 6.6 **Team Chaos Muay Thai & Fitness Centre** -
  - 6.7 **Relate, Exeter & District** - £500
  - 6.8 **St. James Chapel; maintenance of town clock** - £500
7. **Finances** -
- 7.1 To consider, agree and adopt the management accounts (as circulated) for month ended 30 April 2017.
  - 7.2 To note the internal auditor certificate.
  - 7.3 To recommend the financial statements to Full Council.
8. **Appointment of internal auditor for year 2017/18. Cllr. Yelland to report.**
9. **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 -
  - (iv) DALC – Larger Councils Sub-Committee - Councillor Mrs Yelland & Town Clerk.
  - (v) Fairtrade - Councillor Mrs Cushing.
  - (vi) Okehampton Carnival Committee - Councillor Mrs Carpenter.
  - (vii) Okehampton & District Community Transport Group - Councillor Leech.

## **PART TWO**

Items which may be taken in the absence of the press and public.

The Committee is recommended to pass the following resolution:-

'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 items as they involve the likely disclosure of sensitive and confidential information.'

10. **Staffing Matters** - Councillor Mrs Goffey to report.
11. **Debtors Outstanding** - for information.