



Okehampton Town Council

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Emma James
Town Clerk

10th July 2017

Dear Councillor

You are summoned to attend a meeting of the Policy and Resources Committee to be held on Monday 17th July 2017 at 7.00 pm in the Council Chamber, Town Hall, Okehampton.

Yours faithfully,

Emma James
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 12th June 2017.
5. **Grant Applications** - To receive and consider applications for financial assistance from the following organisations:
 - 5.1 **Meldon Viaduct** – Request for grant of £500 to contribute to the maintenance and renewal fund

- 5.2 **Wren Music** – Request for a grant of £500 towards the running of weekly summer music sessions in Okehampton during the summer holiday period for children aged 8 and over in Okehampton.
 - 5.3 **West Devon Community and Voluntary Services** – Request for a grant of £350 to update the current website
 - 5.4 **Oke Pad's** – A request for consideration of a future grant towards the purchase and installation of 5 defibrillators and associated equipment totalling £14,800
6. **Feedback and Acknowledgements from Grants Awarded** –
Okehampton United Ecclesiastical Charity – feedback form towards Town Clock maintenance
7. **Finances** –
To consider, agree and adopt the management accounts (as circulated) for month ended 30th April 2017.
8. **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.'

- 9. **Staffing Matters** – Consideration of the Contract of Employment for the Clerk
- 10. **Debtors Outstanding** – Report