



*Okehampton Town Council*

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Emma James  
Town Clerk

11<sup>th</sup> September 2017

Dear Councillor

You are summoned to attend a meeting of the Policy and Resources Committee to be held on Monday 18<sup>th</sup> September 2017 at 7.00pm 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 7<sup>th</sup> August 2017.
5. **Grant Applications** - To receive and consider applications for financial assistance from the following organisations:

- 5.1 **Pete's Dragons** – Request for grant of £500 to contribute to the running of a suicide bereavement support service
  - 5.2 **Okehampton United Charity** – Request for a grant of £300 towards the management of allotments
  - 5.3 **Lyric House** – Request for a grant of £500 to contribute towards the enhancement of the garden which is used by the group to support people with learning disabilities
  - 5.4 **Okehampton Community Archives** – Request for a grant of £500 to contribute to the running costs of the archives, including rent, insurance, storage boxes etc.
  - 5.5 **Okement Rivers Improvement Group** – Request for a grant of £500 to contribute to the ongoing costs of maintaining the standard of the river and town, including litter
6. **Finances** – To consider, agree and adopt the management accounts (as circulated) for months ended 31<sup>st</sup> May, 30<sup>th</sup> July and 31<sup>st</sup> August 2017.
7. **Review of Policies and Documents** –
- 7.1 For recommendation to full Council for ratification following staff consultation
    - Bullying & Harassment
  - 7.2 For consideration of review
    - Equal Opportunities
    - Publication Scheme
8. **Training Budget** – Review of the budget requirements for 2017/18 and request for an uplift
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 & 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. **Internal Auditor** – Consideration of the appointment of an internal auditor
- 11. **Debtors Outstanding** – Report