

**Minutes of Okehampton Town Council Policy and Resources Committee Meeting
held on Monday 17th July 2017 at 7.00pm in the Council Chamber,
Town Hall, Okehampton**

Committee Members Present: Councillor Mrs J Yelland (Chairman)
Councillor Mrs V Cushing
Councillor T Leech (Chairman, Planning)
Councillor Mrs J Goffey (Mayor)
Councillor P Vachon
Councillor B Tolley

Other Members Present: Councillor Miss C Holt
Councillor Mrs J Carpenter
Councillor M Ireland

In Attendance: Mrs E James (Town Clerk)

Action

- 104 **Apologies for Absence** – Apologies for absence were presented on behalf of Cllr Weekes.
- 105 **Deferment of Business** - No public presence.
- 106 **Members' Questions** – Cllr Cushing queried min ref's 53 and 58 from the meeting held on 12th June. Cllr Yelland advised these would be done in due course once the new Clerk was properly in post.
- 107 **Minutes** - The minutes of the Policy and Resources Committee meeting held on 12th June 2017 were approved and signed by the Chairman on the proposition of Cllr Goffey, seconded by Cllr Leech.
- 108 **Grant Applications** – The Committee considered the following applications for Town Council grants:
- 108.1 **Meldon Viaduct** – On the proposition of Cllr Goffey, seconded by Cllr Cushing and following a vote of 5 in favour and 1 abstention, it was resolved to grant £500 towards the maintenance and renewal fund, and that it was expected that Okehampton Hamlets match the grant. If any such grant was requested in 2018/19, it would be reviewed based on grants Okehampton Hamlets had provided.
- 108.2 **Wren Music** – On the proposition of Cllr Leech, seconded Cllr Goffey, it was agreed to grant £500 towards the running of weekly summer music sessions in Okehampton over the summer period, specifically to support venue hire and the use of instruments.
- 108.3 **West Devon Community and Voluntary Services** – On the proposition of Cllr Leech, seconded Cllr Goffey, it was agreed to grant £350 towards the update of their website.
- 108.4 **Oke Pad's** – (Cllr Yelland declared a personal interest.) It was noted that this was a request for consideration of the possibility of a grant request in the future. It was pointed out that although there were already three defibrillators in the public domain, they were not available 24 hours a day.

On the proposition of Cllr Goffey, seconded Cllr Cushing, it was agreed that on receipt a grant request would be considered by the Town Council. It was further noted that a training session was being offered on 13th September for two Councillors. Item to be included on the next Full Council agenda.

- 109 Feedback from Grants Awarded** – The Committee noted feedback from Okehampton United Ecclesiastical Charity.
- 110 Finances:**
Management Accounts – The Committee considered and agreed the management accounts for the month ended 30th April 2017 on the proposition of Cllr Tolley, seconded Cllr Goffey.
- 111 Members' Reports and Requests for Agenda Items -**
- (i) Chamber of Trade (Cllr Marsh) – In the absence of Cllr Marsh, Cllr Goffey reported that the festival had been successful and the town busy.
 - (ii) Citizens Advice (Cllr Leech) – A meeting was planned for 18th July with the Chief Executive.
 - (iii) DALC County Committee – No report
 - (iv) DALC Larger Councils Sub-Committee – Insurance for IT related issues had been highlighted along with the importance of regular IT checks. Data Protection regulations were changing in 2018. It was agreed that a Social Media policy was required – to be referred the Policies working group. The increase in cyber bullying was noted.
 - (v) Okehampton Fairtrade Group (Cllr Cushing) – Sainsburys want to change the label/logo. Fairtrade will be attending Okehampton Show.
 - (vi) Okehampton Carnival Committee (Cllr Carpenter) – A meeting is being held on 18th July.
 - (vii) Okehampton and District Community Transport Group (Cllr Leech) – The AGM is taking place on 20th July, this is open to the public.

PART TWO ITEMS

It was 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 item as it involves the likely disclosure of sensitive and confidential information. Proposed by Cllr Leech, seconded by Cllr Goffey.

- 112 Debtors Outstanding** – A discussion ensued, debtors and actions noted.
- 113 Staffing Matters** – The Clerk left the Chamber for this item. The Contract of Employment to be recommended to the next Full Council meeting for ratification. Proposed by Cllr Leech, seconded Cllr Tolley.

Action

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On the proposition of Cllr Leech, seconded Cllr Goffey, it was agreed to exit Part Two and ratify decisions made in Part Two.

The meeting was closed at 7.50pm

**Cllr
Chairman**