



**Minutes of the Council Affairs and Finance Committee held on Tuesday, October 17, 2023 at
19:00 at Old Lansdown School, Greenway, Credition, EX17 3LP**

Present: Cllrs Liz Brookes-Hocking, Rachel Backhouse, Jim Cairney, Guy Cochran,
Giles Fawssett and Frank Letch

Apologies: Cllr Steve Huxtable

Minute Taker: Rachel Avery

MINUTES

72 PUBLIC QUESTION TIME

There were no members of public present.

73 APOLOGIES

It was **resolved** to receive and accept apologies from Cllr Huxtable. (Proposed by Cllr Brookes-Hocking).

74 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Cllr F Letch, Cochran and Cairney declared that as members of more than one authority, any views or opinions expressed at this meeting would be provisional and would not prejudice any views expressed at a meeting of another authority.

Item 8 - It was **noted** that the grant applicant was known to Cllr Cochran.

75 ORDER OF BUSINESS

There was no requirement to change the order of business.

76 CHAIR'S AND CLERK'S ANNOUNCEMENTS

There were no announcements.

77 COUNCIL AFFAIRS AND FINANCE COMMITTEE MINUTES

It was **resolved** to approve the minutes. (Proposed by Cllr Harris).

78 FINANCE

It was **resolved** to approve the transactions. (Proposed by Cllr Harris).

It was **resolved** to approve the bank reconciliations. (Proposed by Cllr Harris).

It was **resolved** to note the bank account balances (Proposed by Cllr Cochran).

79 GRANT FUNDING

It was **resolved** to approve the application. (Proposed by Cllr Harris).

80 COMPLAINTS PROCEDURE

Cllr Cochran explained that the procedure is a standard policy but that there was a request from the Appeals Committee to clarify that the procedure is to consider the process and not the complaint.

It was noted that there was no process to reopen complaints as part of the Appeals Committee procedure, but that that could be a decision should the complaints procedure not have been followed.

It was agreed that the Town Clerk would investigate the use of external investigation, but that this was not adopted by other town and parish councils.

It was **resolved** that any meetings, held as part of the Complaints Procedure, would be recorded. (Proposed by Cllr Harris).

It was noted that the Town Clerk would re-draft the Complaints Procedure, for further consideration.

81 PARTICIPATORY BUDGETING WORKSHOPS

The dates of the workshops were noted: Saturday 04 November (13.00-15.00 at Crediton Library), Saturday 18 November (10.00-12.00 at The Boniface Centre) and Tuesday 21 November (18.00-20.00 at Old Landscore School).

This information would be added to the next newsletters.

82 DATE OF NEXT MEETING

The date of the next meeting was noted as Tuesday 14 November. The meeting was closed at 20.03.

It was **resolved** to move into Part II. (Proposed by Cllr Fawssett).

84 VEXATIOUS COMPLAINTS

The report was received, and it was resolved to approve the recommendations therein, with the discussed amendment. (Proposed by Cllr Harris).

85 REPORTS PACK

Signed ... 

Dated..... 11 December 2023