



Minutes of Crediton Town Council's Council Affairs and Finance Committee held on Tuesday 10 May 2022 at 19.00, at Old Landscore School, Greenway, Crediton.

Present: Cllrs J Harris (Chairman), L Brookes-Hocking, G Cochran, F Letch, J Cairney and S Huxtable

Apologies: Cllr N Letch

In Attendance: Rachel Avery, Town Clerk

168 To receive and accept apologies

The meeting was opened at 19.01. It was **resolved** to receive and accept apologies from Cllr N Letch. (Proposed by Cllr Cairney).

169 Declarations of Interest

Cllrs F Letch and Cairney declared that as a member 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.

170 Public Question Time

There were no members of the public present.

171 To note that decisions will be made with the climate emergency at the forefront of decision and policy making

This was **noted**.

172 Order of Business

There were no changes.

173 Chairman's and Clerk's Announcements

There were no announcements.

174 Council Affairs Committee Minutes

It was **resolved** to approve the minutes of the Council Affairs and Finance Committee meeting held on 12 April 2022, as a correct record. (Proposed by Cllr Cairney).

175 Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment, receipts, and bank transfers for the period 01 March 2022 – 06 May 2022 to receive the bank reconciliation

It was **resolved** to approve the payments, receipts, bank transfers and the bank reconciliations schedule of payments and receipts up to 31 March 2022. (Proposed by Cllr Harris, Cllr F Letch abstained from voting).

- 176 To review Committee Terms of Reference, for approval by Full Council**
It was **resolved** to approve the recommendations within the report, for approval by Full Council. (Proposed by Cllr Cairney).
- 177 To receive a report on the end of year accounts, internal audit and external audit**
The Town Clerk reported that the end of year accounts have been prepared ready for the internal audit due to take place on Monday 24 May. The accounts will be approved by Full Council in June.
- 178 To receive an update on the Platinum Jubilee celebrations and to consider staff time off due to working Thursday 02 June – Sunday 05 June**
It was **resolved** that the Town Clerk would work out the cost implications for staff payments rather than taking time off in lieu, with a decision being made at Full Council. (Proposed by Cllr F Letch).
- 179 To receive a report on Youth Work**
The report was **noted**.
- 180 To agree the date of the next meeting – Tuesday 14 June 2022 at 19.00**
The date of the next meeting was **noted**. The meeting was closed at 19.37.

PART TWO

- 181 It is recommended 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 it involves the likely disclosure of sensitive and confidential information**
It was **resolved** to move into Part Two. (Proposed by Cllr Harris).
- 182 To receive the staffing report and consider the recommendations therein**
It was **resolved** that the recommendations be approved, for ratification by Full Council. (Proposed by Cllr Huxtable).

SignedChairman

Dated.....