



Minutes of Credition Town Council's Council Affairs and Finance Committee held on Tuesday 14 June 2022 at 19.00, at Old Landscore School, Greenway, Credition.

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

Apologies: Cllr E Brookes-Hocking

In Attendance: Rachel Avery, Town Clerk

1. To elect a Chairman for the year 2022-23

The meeting was opened at 19.00.

It was **resolved** to elect Cllr Harris as Chairman for the year 2022-23. (Proposed by Cllr F Letch).

2. To elect a Deputy Chairman for the year 2022-23

It was **resolved** to elect Cllr Cairney as Deputy Chairman for the year 2022-23. (Proposed by Cllr F Letch).

3. Public Question Time

There were no members of the public present.

4. To receive and accept apologies

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

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

This was noted.

6. 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.

7. Order of Business

There were no changes.

8. Chairman's and Clerk's Announcements

There were no announcements.

9. Council Affairs Committee Minutes

It was resolved to approve the minutes of the Council Affairs and Finance Committee meeting held on 10 May 2022, as a correct record. (Proposed by Cllr **F Letch**).

10. Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment, receipts, and bank transfers for the period 01 April 2022 – 10 June 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 May 2022. (Proposed by Cllr F Letch).

11. To consider the adoption of the following documents (had been issued with the agenda):

- **Anti-fraud and corruption**

It was **resolved** to approve the policy with proposed amendments. (Proposed by Cllr F Letch)

- **Bench seat policy**

It was **resolved** to approve the policy with proposed amendments and to include a clause that the Town Council may remove plaques at any time if deemed inappropriate. (Proposed by Cllr Huxtable)

- **Biodiversity policy**

It was **noted** that this policy would be considered at a future meeting.

- **Community Engagement Strategy**

It was **resolved** to approve the policy with proposed amendments. (Proposed by Cllr F Letch).

- **Complaints Procedure**

It was **resolved** to approve the policy with proposed amendments. (Proposed by Cllr Cochran).

- **Statement on Crime and Disorder**

It was **resolved** to approve the statement with proposed amendments and to remove the number of CCTV cameras from the documents. (Proposed by Cllr Huxtable).

- **Discretions Policy**

It was **resolved** to approve the policy. (Proposed by Cllr Cochran).

- **Leadership in Planning Statement**

It was **resolved** to approve the policy with proposed amendments. (Proposed by Cllr F Letch).

- **Performance Management Strategy**

It was **resolved** to approve the strategy with proposed amendments. (Proposed by Cllr Cochran).

- **General Privacy Notice**

It was **resolved** to approve the strategy with proposed amendments. (Proposed by Cllr Cochran).

- **Training and Development Policy**

It was **noted** that this policy would be considered at a future meeting.

- **Volunteers Policy**

It was **resolved** to approve the policy with proposed amendments. (Proposed by Cllr Huxtable).

- **Protocol on Marking Death of a Royal**

It was **noted** that this policy would be considered at a future meeting.

12. To receive a report on Youth Work

Youth Club at Old Landscore School:

Currently open every Wednesday after school for years 6 to 8 and Wednesday evening for years 8 and above, offering table football, pool, a range of arts and crafts. New additions include a badge machine, basketball, and table tennis.

Youth in the community:

Young people designed a flag as part of Crediton Flag project which is currently in the Town Square. Young people contributed to the Jubilee Celebrations on both Thursday and Saturday with the badge machine and party hat making proving to be extremely popular.

Young people will also be involved with the Diversity Festival in July.

In July, the town council will be hosting a work experience week for two pupils in Year 10 at QE, as well as an internship opportunity for pupils in Year 11 and 13.

Transitions:

Youth team are organising a transitions project for Year 6 pupils moving from primary to secondary, and will be mentored by some of our year 7s. The project will also include some year 11s and 13s as part of work experience.

Youth Work Staffing:

The current team is Cath Kelly, August Shaw (sessional youth worker) and a volunteer. Two new sessional youth workers have been appointed: Michelle Johnson who started at the end of May and Sara Cummins who starts in July.

Priorities and future work:

Lead Youth Worker current priorities are induction and training of the sessional youth work team, reviewing grants received and establishing a cash system for the youth club subscriptions. Within the youth club and with young people, the ongoing priorities are creating a warm and friendly space for young people to meet and developing an interesting and varied curriculum offer.

13. To agree the date of the next meeting – Tuesday 12 July 2022 at 19.00

The date of the next meeting was **noted**. The meeting was closed at 19.17.

SignedChairman

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