



Minutes of Crediton Town Council's Council Affairs and Finance Committee held on Tuesday, 22 June 2021 at 19.00, at Old Lanscore School, Greenway, Crediton

Present: Cllrs J Harris (Chairman), F Letch, E Brookes-Hocking, H Zorlu and S Huxtable

Apologies: Cllr J Cairney

In Attendance: Rachel Avery, Town Clerk

16 To receive and accept apologies

The meeting was opened at 19.02. It was **resolved** to receive and accept apologies from Cllr Cairney (Proposed by Cllr Harris).

17 Declarations of Interest

Cllr Letch 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.

18 Public Question Time

There were no members of the public present.

19 Order of Business

There were no changes.

20 Chairman's and Clerk's Announcements

There were no announcements.

21 Council Affairs Committee Minutes

It was **resolved** to approve the minutes of the Council Affairs Committee meeting held on 08 June 2021, as a correct record. (Proposed by Cllr Brookes-Hocking).

22 To consider the adoption of the following policies (Policies had been issued with the agenda):

- Protocol on Marking the Death of Royal Family

It was **resolved** to adopt the policy. (Proposed by Cllr Brookes-Hocking).

- Safeguarding Children and Young People Policy

It was **resolved** to adopt the policy, with the amendment from CRB to DBS check. (Proposed by Cllr Brookes-Hocking).

- Mentoring and One-to-One Policy

It was **resolved** to approve the policy, noting the importance of an appropriate risk assessment process which the Town Clerk would circulate. (Proposed by Cllr Harris).

23 To receive an update regarding the implementation of Rialtas finance software

It was **noted** that the Town Clerk had received the training and had input the first two months into the system. These reports would be made available at the next meeting of the committee.

24 To consider and agree financial support for the Crediton Diversity Festival

It was **resolved** to provide a sum of £100 for the Crediton Diversity Festival, alongside the £60 held in earmarked reserves. It was noted that should further funds be required in the future, a formal application should be made. (Proposed by Cllr Brookes-Hocking).

25 To agree the date of the next meeting – Tuesday 13 July 2021 at 19.00

The meeting date was noted.

PART TWO

26 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** 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. (Proposed by Cllr).

27 To approve the Youth Worker contract

It was **resolved** to approve the contract, with two typographical changes and written confirmation of the end contract date. (Proposed by Cllr Huxtable). It was **noted** that the current job description is the same as the document provided by Crediton Methodist Church, which may require revision in the future.

28 Close

The meeting was closed at 19.40.

SignedChairman

Dated.....