



Minutes of Credition Town Council's Council Affairs and Finance Committee held on Tuesday 25 January 2022 at 19.00, at The Bungalow, North Street, Credition

Present: Cllrs J Harris (Chairman), L Brookes-Hocking, J Cairney, F letch and N Letch

Apologies: Cllrs S Huxtable (illness)

Absent: Cllr L Martin

In Attendance: Rachel Avery, Town Clerk

100 To receive and accept apologies

The meeting was opened at 19.00. It was **resolved** to receive and accept apologies from Cllr Huxtable (Proposed by Cllr Cairney).

101 Declarations of Interest

Cllrs Cairney and Letch 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.

102 Public Question Time

There were no members of the public present.

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

This was **noted**.

104 Order of Business

There were no changes.

105 Chairman's and Clerk's Announcements

There were no announcements.

106 Council Affairs Committee Minutes

It was **resolved** to approve the minutes of the Council Affairs and Finance Committee meeting held on 14 December 2021, as a correct record. (Proposed by Cllr Brookes-Hocking).

107 Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment, receipts, and bank transfers for the period 15 December 2021 – 25 January 2022 inclusive and to receive the bank reconciliation (schedule of payments and receipts will be issued prior to the meeting)

It was **noted** that accounts would be considered at the February meeting.

- 108 To consider and approve the following policies (policies will be issued prior to the meeting):**
- Disciplinary Procedure**
It was **resolved** to approve the Disciplinary Procedure. (Proposed by Cllr Letch).
- Maternity, Adoption and Paternity Policy**
It was **resolved** to approve the Maternity, Adoption and Paternity Policy. (Proposed by Cllr Brookes-Hocking).
- Grievance Procedure**
It was **resolved** to approve the Grievance Procedure, with spelling changes. (Proposed by Cllr Brookes-Hocking).
- Accessibility Statement**
It was **resolved** to approve the Accessibility Statement. (Proposed by Cllr Brookes-Hocking).
- Motion Request Form**
It was **resolved** to approve the Motion Request Form. (Proposed by Cllr Brookes-Hocking).
- 109 To receive a report on Councillor and Mayoral Allowances and to approve the recommendations therein**
It was **resolved** that the Town Clerk would prepare Councillor and Mayoral Allowance policies for the February meeting. (Proposed by Cllr Harris).
- 110 To consider and approve the following grants:**
- Friends of Crediton Arts Centre £500**
Poetic Licence £600
It was **resolved** to approve grants of £500 for Friends of Crediton Arts Centre and £600 for Poetic Licence from the 2021/22 budget. (Proposed by Cllr Brookes-Hocking).
- 111 To receive an update on Youth Work and to agree any further actions**
Youth Work plans for three months ahead. New part time worker now in place.
Future reports to include the schedule, how many clients are accessing services.
Cllr Letch expressed concerns that he had contacted Rich Martin and had not received a response.
- 112 To agree the date of the next meeting – Tuesday 08 February 2022 at 19.00**
The date of the next meeting was noted. The meeting was closed at 19.26.

Signed

Chairman

Dated.....