



Minutes of the Council Affairs and Finance Committee meeting of the Democratic Services held on Tuesday, September 12, 2023 at 19:00 at Old Landscore School, Greenway, Credition, EX17 3LP

Present: Cllrs S Huxtable, J Harris, R Backhouse, F Letch, J Cairney and G Fawssett

Apologies: Cllrs E Brookes-Hocking and G Cochran

Minute Taker: Rachel Avery

MINUTES

53 PUBLIC QUESTION TIME

No members of the public were present.

A series of questions were read out by Cllr Huxtable. A written response will be provided to the member of public within 10 working days.

54 APOLOGIES

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

55 DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS

Cllrs F Letch 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.

56 ORDER OF BUSINESS

There was no requirement to change the order of business.

57 CHAIR'S AND CLERK'S ANNOUNCEMENTS

There were no announcements.

58 COUNCIL AFFAIRS AND FINANCE COMMITTEE MINUTES

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

GH



59 CCTV

The Town Clerk provided information regarding the latency issues and read out the recent response from ASAP.

It was **resolved** that the Town Clerk would request a deadline of Friday 29 September for an action plan to be received. If this was not possible, then the Town Clerk would contact Tozers for legal advice on the matter. (Proposed by Cllr F Letch).

60 ALLOTMENTS

It was **resolved** to increase the annual rent by 5%. (Proposed by Cllr Harris).

61 FINANCE

- To receive and approve transactions between 01 July 2023 – 31 August 2023

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

- To receive and approve the bank reconciliation to 31 August 2023

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

- To receive an update on bank account transfers

There was no update.

- To note bank account balances to 31 August 2023

Bank account balances were **noted**.

- To receive a verbal update from the Town Clerk regarding reduction of services by MDDC and to consider any further action

The Town Clerk advised that she was awaiting a response from MDDC further to her email dated 18 August.

62 2024/25 BUDGET AND PRECEPT ARRANGEMENTS

The Town Clerk advised that a series of Community Participation workshops will take place. The aim of these will be to offer the community an opportunity to understand services delivered by the council, find out about the reduction of services being provided by other tiers of local authority, and then ask for people to rank importance to enable the town council to assess this against setting the budget. An additional survey would be undertaken too.

It was **noted** that the dates of these workshops will be added to the next town council newsletter.

63 ELECTRIC METERS

It was **resolved** to request that the meters be removed at no cost to the council. If this was rejected, it was resolved to approve the cost of removal if it is no higher than the cost of the standing charge for two years. (Proposed by Cllr Huxtable).



64 TWINNERS' 30TH ANNIVERSARY CELEBRATIONS

It was **noted** that Cllr Huxtable would be attending the Twinners' 30th Anniversary celebration.

65 APPEAL AGAINST COMPLAINT

Cllr Huxtable advised that he had spoken to members regarding setting up an appeals committee.

It was **resolved** that Cllrs Cochran, Harris, Fawssett and Backhouse would make up the membership, and that the committee would consider whether the complaint was dealt with appropriately. (Proposed by Cllr Huxtable). It was **noted** that a meeting of the appeals committee will take place on 28 September.

66 GRANT FUNDING

It was **resolved** that further information would be requested from the applicant and the application would be considered at the next meeting of this committee. (Proposed by Cllr Huxtable).

67 DATE OF NEXT MEETING

It was **resolved** that the date of the next meeting would be rearranged for Tuesday 17 October 2023. (Proposed by Cllr Harris).

68 PART II

It was **resolved** to move to Part Two. (Proposed by Cllr Huxtable).

69 STAFFING

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

70 COUNCIL OFFICES

The Town Clerk provided a verbal update, which was **noted** by members.

71 APPENDIX

Signed

Dated.....

8 Nov 23