

Minutes of the Meeting of Cranbrook Town Council held at the Younghayes Centre, Cranbrook, on Monday 3rd August 2015 at 7 pm

Present

Cllr Kevin Blakey
Cllr Kim Bloxham
Cllr Sarah Gunn
Cllr Karen Jennings
Cllr Nick Partridge
Cllr Phil Tucker
Cllr Shaun West

Part Time

Cllr Lina Ficken (Following Co-option)
Cllr Phil Norgate (Following Co-option)

Also Present

Nick Randle OBE Town Clerk

15/33 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Maria Hale who was on Holiday. Her apologies were accepted.

15/34 DECLARATIONS OF INTEREST

No interests were declared

15/35 MINUTES

The Minutes of the Extraordinary Town Council Meeting held on Wednesday 8th July 2015 were accepted as a true record.

15/36 VOTING PROCEDURES

Cllr Karen Jennings proposed and **it was resolved** that the voting procedure for item 5 should be by signed ballot under the provisions of standing order no 9.

15/37 CO-OPTION OF COUNCILLORS TO FILL 3 VACANCIES ON THE TOWN COUNCIL

The Council considered written and verbal representations in support of applications by four candidates to be co-opted on to the council. Candidates Lina Ficken and Phil Norgate spoke in support of their applications. Following the subsequent ballot the following were co-opted to the Council having gained more than 50 % of the votes and then having gained the three highest numbers of votes

- Alastair Banks
- Lina Ficken
- Phillip Norgate

15/38 REPORT OF CRANBROOK GROWTH POINT TEAM

The Growth Point Team was represented by Darren Summerfield . Darren gave an update on on-going development issues, including the BT service in Cranbrook. He suggested a meeting with the Town Council at an early opportunity.

Darren was accompanied by Planning officers xxxxxxxx xxxxxxxx

They gave an update on the current planning situation in Cranbrook including the consultation on the master plan, the road into the Country Park and the approval of the road at the Southern end of the development.

Concern raised about Co-op signage application as it seemed that the Town Council's views had not been reflected in outcome. It was indicated that the application was not yet determined and that discussions were still on going.

Cllrs Lina Ficken and Phil Norgate joined the meeting following their co-option to the Council and making their declaration of acceptance of office.

15/39 STANDING ORDERS AND FINANCIAL REGULATIONS

It was resolved to consider a proposal that the current Standing Orders and Financial Regulations be replaced by the National Models provided By the National Association of Local Councils (NALC) and that in accordance with current standing order 78 this proposal would stand adjourned without discussion until the next ordinary meeting of the Council. It was agreed that Councillors would consider the models at an informal meeting of the Council prior to formal discussion at the next meeting.

15/40 EXPENSE POLICY

It was resolved to adopt the recommended expense policy

15/41 JOINT PARISHES MEETING

The Town Council had been invited to join the Joint Parishes meeting where issues of common concern would be discussed with the surrounding Parishes. **It was resolved** to host a social meeting with Councillors from all surrounding parishes following a short initial meeting to agree the terms of reference of the group and its areas of focus in the year ahead. To consider an invitation to appoint one or two representatives to the Joint Parishes Meeting, and to consider making an offer to host the next meeting with appropriate hospitality. **It was further resolved** that Cllr Kevin Blakey and Cllr Phil Norgate would be the council's representatives on the Joint Parishes meeting.

RECRUITMENT PROCESS FOR PERMANENT TOWN CLERK

The Council considered and **resolved to accept** the recommendations for a Job and Person Specification, terms and conditions, selection process and recruitment timetable for the position of Permanent Town Clerk

15/42 COUNCILLORS REPORTS

County and District Councillors were not present. The Chairman gave a report on behalf of the police as they were also unable to be present.

15/43 PLANNING.

The Council endorsed the Planning Committee's responses to the following Planning Consultation.

Date	Application Number	Description	Town Council Comments
07/07/2015	15/1464/FUL	Retrospective application for the addition of a single garage within the curtilage of plot 205. Site Of New Town (Plot 205-Parcel 2B(Bovis) Honiton Road Rockbeare Exeter	The street scene would be improved if a garage were to be provided to both plots 205 and 206. The proposal, as it stands, lacks symmetry.

It was further resolved that, having agreed to split the Amenities and Planning committee into two separate committees the membership of each would be as follows;-

Planning Committee

- Alistair Banks
- Lina Ficken
- Sarah, Gunn
- Phil Norgate
- Nick Partridge
- Shaun West

Amenities Committee

- Kevin Blakey
- Kim Bloxham
- Nigel Grimshire
- Maria Hale
- Karen Jennings
- Phil Tucker

15/44 FINANCE

The Council **considered and approved** the following payments.

Date	Invoice From	Description	Total Including VAT
3 rd August 2015	LGRC Associates Ltd	Professional Services - Locum Town Clerk Reimbursement of Expenditures made on behalf of the Town Council	£4293.52
3 rd August 2015	Petty Cash Float	To establish a Petty Cash Float of £100 in line with current financial regulations	£100

15/45 FUTURE MEETINGS

The Council adopted the recommended schedule of Council and Committee meetings for the remainder of the Financial Year.

The next meeting of the Council will take place at 7pm on Monday 17th August at the Younghayes Centre.

The meeting closed at 8:03 pm.

Chairman.....

Date.....