

To:

The Chairman and Members
of Cranbrook Town Council

15 January 2019

NOTICE OF TOWN COUNCIL MEETING

The Chairman and Members of Cranbrook Town Council are hereby summoned to attend the following meeting:

Meeting: Cranbrook Town Council
Date: Monday, 21 January 2019
Time: 7:00pm
Venue: Younghayes Centre, 169 Younghayes Road, Cranbrook EX5 7DR

Janine Gardner
Town Clerk

PUBLIC PARTICIPATION

The Town Councillors very much welcome members of the public to attend and participate in Council meetings. Please take a minute to familiarise yourself with the agenda and raise any questions or comments you may have under agenda item 4 – public participation. We will do our utmost to respond to any queries straight away and if we're unable to do so we will provide a written response as soon as possible. We are grateful for your attendance and input.

A G E N D A

1. APOLOGIES FOR ABSENCE

Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk, as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

2. DECLARATIONS OF INTEREST

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests that are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it. Requests for Dispensations should be made in writing to the Town Clerk in advance of the meeting.

3. MINUTES

To accept as a true record, the minutes of the meeting held on 17 December 2018.

4. PUBLIC PARTICIPATION

To consider requests from members of the public to make representations, answer questions or give evidence in respect of the business on the agenda under Standing Orders 3e to 3k.

5. DISTRICT AND COUNTY COUNCIL ISSUES

6. BUDGET 2019-20

To agree the Town Council's budget for the 2019-20 financial year in order to submit the Town Council's precept demand to East Devon District Council.

7. COMMUNITY DEVELOPMENT WORKER(S)

On 22 October 2018, the Council agreed in principle to host the community development worker role(s) (minute 248(a) refers) and the Council is now asked to pass a resolution confirming whether it is prepared to host and fund those role(s) in perpetuity as long as local needs exist.

8. GRANT APPLICATION – PARKRUN

To consider a grant application from the Exeter College Running Club to establish a Junior Parkrun in Cranbrook in 2019.

9. GRANT APPLICATION – CITIZENS ADVICE EAST DEVON

To consider a grant application from Citizens Advice East Devon to contribute to their service costs.

10. GRITTING OF ADOPTED AND UNADOPTED ROADS

To determine the Town Council's approach to winter gritting.

11. EAST DEVON HERITAGE STRATEGY 2018-2031

East Devon District Council produced a Draft Heritage Strategy which is currently being consulted upon. The document can be viewed at and some examples of questions the Council may wish to consider in its response are also set out on the website at <http://eastdevon.gov.uk/planning/planning-policy/heritage-strategy/>. The Council's draft response is circulated for consideration and approval. All comments must be received by 5:00pm on 22 January 2019.

12. EAST DEVON AND BLACKDOWN HILLS LANDSCAPE CHARACTER ASSESSMENT

The draft East Devon and Blackdown Hills Landscape Character Assessment was produced in September 2018 and East Devon District Council are seeking views on the document before producing a final version in 2019.

The draft Landscape Character Assessment can be viewed at <http://eastdevon.gov.uk/media/2718201/east-devon-lca-draft-for-cmtte-sept-2018-low-res.pdf>

More details can also be found on East Devon District Council's website at: <http://eastdevon.gov.uk/planning/planning-policy/environment-and-green-infrastructure/landscape/>

The Council's draft response to the consultation is attached.

13. ASSET DELIVERY REPORT

To consider Asset Delivery Report dated 14 January 2019.

14. PLANNING APPLICATION 18/2790/RES

To consider planning application 18/2790/RES proposing approval for access only at Land to the north of Southbrook Court, Southbrook Lane, Whimple.

Members are encouraged to view the documents relating to the application on [East Devon District Council's website](#) ahead of the meeting.

15. FINANCE & PERSONNEL MINUTES

To adopt the minutes of the Finance & Personnel Committee on 14 January 2019.

16. SCHEDULE OF PAYMENTS

To approve the attached schedule of payments.

17. EXCLUSION OF PRESS AND PUBLIC

Section 1 paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960 stipulates that a council may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.

18. COUNCIL ASSETS – PAYMENT OPTIONS FOR CUSTOMERS

To determine the range of payment options available to customers using Town Council assets.

19. DEED OF VARIATION

To delegate authority to the Town Council's asset delivery working group to lead and finalise the negotiations on the current deed of variation on the Council's behalf and to invoke the Council's Standing Order 23 covering the signing of legal deeds.