

To:

The Chairman and Members
of Cranbrook Town Council

14 September 2021

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 and time: Monday, 20 September 2021 at 7:00pm or on the rise of the Planning Committee
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 take part in Council meetings. Please note that due to the continuing Covid restrictions, **you will need to let us know in advance if you are planning to attend this meeting. Please do so by emailing clerk@cranbrooktowncouncil.gov.uk by Monday, 20 September 2021 at 11:00am.**

Please take a minute to read the agenda and raise any questions or comments you may have under agenda item 4 – public participation. We will do our best to respond straight away and if we're unable to 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 which 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 23 August 2021.

4. PUBLIC PARTICIPATION

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

5. DISTRICT AND COUNTY COUNCIL MATTERS

To discuss East Devon District and Devon County matters.

6. FUTURE OF PUBLIC CONVENIENCES IN EAST DEVON

To agree the attached draft response to a consultation by East Devon District Council accessible via <https://eastdevon.gov.uk/community-engagement/public-toilet-review/>.

7. GAMBLING POLICY CONSULTATION

To agree the attached draft response to a consultation by East Devon District Council.

8. REPORT OF THE COUNTRY PARK RANGER

To consider the attached report.

9. COUNTRY PARK MANAGEMENT PLAN

To consider and agree the attached updated Country Park Management Plan.

10. COUNTRY PARK RISK ASSESSMENT

On 25 August 2021, an accident occurred in the Country Park involving a Council volunteer during a litter-picking event organised by the Country Park Ranger. Attached is the accident report submitted to the Health and Safety Executive under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR), together with the revised risk assessment covering working in water in the Country Park which had been approved by Council on 28 June 2021 (minute ref. 21/130).

11. REPORT OF THE COMMUNITY DEVELOPMENT WORKER

To consider the attached report.

12. SCHEDULE OF PAYMENTS

To approve the attached schedule of payments.

13. 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.

14. DELIVERY OF THE INGRAMS SPORTS PAVILION

To consider the attached report recommending the appointment of a supplier to deliver the Ingrams sports pavilion.

15. APPOINTMENT OF LOCUM SUPPORT

To consider the attached report recommending the appointment of a temporary locum Deputy Clerk and Deputy Responsible Financial Officer while a new permanent Deputy Clerk is being recruited.