

To:

The Chairman and Members  
of Cranbrook Town Council

18 January 2022

## 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, 24 January 2022 at 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 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](mailto:clerk@cranbrooktowncouncil.gov.uk) by Monday, 24 January 2022 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 10 January 2022.

## **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. COMMITTEE MINUTES**

To adopt the minutes of the Finance & Personnel Committee on 17 January 2022.

## **7. TOWN COUNCIL BUDGET 2022-23**

To approve the Town Council's budget for the 2022-23 financial year.

## **8. COMMUNITY FRIDGE**

To consider the attached report.

## **9. CARBON FOOTPRINT REDUCTION PLAN**

On 22 November 2021, the Council requested a report by its climate change working group which addressed the working group's approved terms of reference, the suggestions set out by Council on 22 March 2021 (ref. minute 21/48) and the aims agreed by Council in its Environment Policy approved on 17 June 2019 (ref. minute 21/216).

To consider the attached report.

## **10. REMOTE MEETINGS PETITION**

The Association of Democratic Services Officers and Lawyers in Local Government launched a petition calling on the UK Government and Parliament to allow councils in England to have the choice to meet remotely. To consider whether the Council

wishes to sign the petition at <https://www.change.org/p/uk-government-and-parliament-for-councils-in-england-to-have-the-choice-to-meet-remotely>.

#### **11. WHEELED SPORTS FACILITY TENDER TIMETABLE**

To note the attached report.

#### **12. REPORT BY THE COMMUNITY DEVELOPMENT WORKER**

To consider the attached report.

#### **13. REPORT BY THE COUNTRY PARK RANGER**

To consider the attached report – *to follow*.

#### **14. ASSET DELIVERY REPORT**

To note the asset delivery report dated 13 January 2022.

#### **15. MINUTES OF THE CRANBROOK AND OTTERY ST MARY AREA COMMUNITY SAFETY GROUP**

To note the minutes of the Cranbrook and Ottery St Mary Area Community Safety Group meeting held on 23 November 2021.

#### **16. COUNCIL APPOINTMENTS**

To appoint Cllr David Foster to Council committees and working groups as appropriate following his co-option on 13 December 2021.

#### **17. SCHEDULE OF PAYMENTS**

To approve the attached schedule of payments.