



To:  
The Chairman and Members  
of Cranbrook Town Council's  
Amenities Committee

24 January 2023

## NOTICE OF AMENITIES COMMITTEE MEETING

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

**Meeting:** Amenities Committee  
**Date and time:** Monday, 30 January 2023 at 7:00pm, or on the rising of the Planning Committee  
**Venue:** Younghayes Centre, 169 Younghayes Road 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 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 5 December 2022 other than Minute A/22/74.

*In noting the Council decision at its meeting of 12<sup>th</sup> December 2022 Minute A/22/74 has been removed.*

### **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. AMENITIES MONITORING REPORT**

To consider the attached monitoring report.

### **6. WATER REFILL STATION**

To consider the updated report.

### **7. COMMUNITY GARDEN**

To consider the updated report.

### **8. CONFERENCE ROOM**

To consider attached report.

### **9. 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.

### **10. CRANNAFORD ALLOTMENT – ANNUAL RUNNING COSTS**

To consider the updated report.