

To:

The Chairman and Members
of Cranbrook Town Council

17 January 2023

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, 23 January 2023 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 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 12 December 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. TOWN COUNCIL BUILDINGS – BUSINESS PLANNING AND CHARGING STRUCTURES

a) Younghayes Centre Charging Structure

To consider the attached report.

b) Ingrams Business Plan Financial Assumptions

On 21 November 2022, the Council requested different financial scenarios covering a day-one provision and longer-term aspirations which would enable the Council to commit to hire charges for sports clubs at the Ingrams sports pitches (minute ref. 22/197).

7. RISK ASSESSMENT OF WATER STRUCTURES

On 27 June 2022, the Council reviewed its risk management arrangements and resolved to review the Council's arrangements relating to risk management, fire safety, health and safety and emergency planning once in a Council period, i.e. every four years as well as to receive reports as and when a need arises at any time in relation to risk management, fire safety, health and safety and/or emergency planning (ref. minute 123(e)).

To consider the attached report.

8. FUTURE OF THE CRANBROOK CITIZEN OF THE YEAR AWARD

To consider the attached report.

9. FUTURE OF THE CRANBROOK CHARITY OF THE YEAR AWARD

To consider the attached report.

10. COUNCILLORS APPOINTED TO OUTSIDE BODIES AND WITH LEAD RESPONSIBILITIES

To receive the attached updates from:

Cllr Les Bayliss: Cranbrook Strategic Delivery Board, Exeter Airport Consultative Committee, Sport England Local Delivery Pilot Cranbrook Steering Group, Risk management, emergency planning and health and safety, Street naming suggestions

Cllr Kevin Blakey: Sport England Local Delivery Pilot Board

Cllr Kim Bloxham: Cranbrook and Ottery St Mary Community Safety Group, Police and Crime Commissioner Councillor Advocate

Cllr Ray Bloxham: Sky Park / Hayes Farm Liaison Group, Highways issues

Cllr Colin Buchan: East Devon Arts and Culture Forum, Gypsy and traveller liaison

Cllr Barry Rogers: Catchment-Sensitive Communities, Exeter University Geography Research Programme, Larger Councils Forum, Tree Warden Forum

11. EAST DEVON DISTRICT COUNCIL'S STREET TRADING POLICY CONSULTATION

To consider the attached report.

12. ASSET DELIVERY REPORT

To consider the asset delivery report dated 16 December 2022.

13. COMMITTEE MINUTES

To adopt the minutes of the following meetings:

- a) Planning Committee on 19 December 2022
- b) Planning Committee on 16 January 2022
- c) Finance & Personnel Committee on 16 January 2023

14. SCHEDULE OF PAYMENTS

To approve the attached schedule of payments.

15. 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.

16. HAYES SQUARE GATES

To consider the attached report.