

To:

The Chairman and Members
of Cranbrook Town Council

10 December 2024

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, 16 December 2024 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 AND DISPENSATIONS

- a) To receive declarations of interest from councillors on items on the agenda

- b) To receive requests for dispensations for disclosable pecuniary interests (if any)
- c) To grant any requests for dispensation as appropriate

3. MINUTES

To accept as a true record the minutes of the meeting held on 18 November 2024.

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'S BUDGET 2025-26

To consider the attached report and budget.

7. COMMUNITY GOVERNANCE REVIEW

To consider the attached report.

8. COMMITTEE MINUTES

To receive the minutes of the Amenities Committee on 2 December 2024.

N.B. In minute A/24/68, the Amenities Committee recommended to the full Council the approval of the updated Play Strategy as amended at the meeting as well as the approval of the Graffiti Policy as amended. By adopting these minutes, the Council approves both documents.

9. COUNCILLORS APPOINTED TO OUTSIDE BODIES AND WITH LEAD RESPONSIBILITIES

To receive the attached updates from:

Cllr Les Bayliss: Cranbrook Placemaking Group, E.ON Stakeholder Forum, Sport England Local Delivery Pilot Cranbrook Steering Group, Risk management, emergency planning and health and safety,

Cllr Kim Bloxham: Cranbrook Community Safety Group, Police and Crime Commissioner Councillor Advocate, E.ON district heating liaison

Cllr Ray Bloxham: Clyst Valley Regional Park Delivery Board

Cllr Colin Buchan: East Devon Arts and Culture Forum, Exeter Airport Consultative Committee, Gypsy and traveller liaison, Street naming suggestions

10. COMMUNICATIONS REPORTS

- a) Communications report November 2024
- b) Social media report November 2024

11. ASSETS DELIVERY REPORT

To consider the asset delivery report dated 10 December 2024.

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. HUMAN RESOURCES SUPPORT SERVICES

At its meetings on 21 October 2024 and 18 November 2024, the Council requested a report detailing options relating to the provision of wider HR services which may include the provision of an employee assistance programme (ref. minutes 24/166 and 24/182). At its most recent meeting, the Council deferred this item to this meeting of the Council and requested succinct cost and service comparisons. One additional proposal has been received which is circulated with the agenda.