



Town Clerk: Miss Joy Norris MSc ACG

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Notice is hereby given that a meeting of the **Resources Committee** will take place on **Thursday 14<sup>th</sup> April 2022** starting at **19:00 hrs** in the Town Hall, 1 High Street, Cullompton, EX15 1AB

The Agenda for the meeting is attached. Copies of the reports will be available on the Town Council website or hard copies can be made available if you contact the Town Council Office (contact details are at the top of this notice)

Members of the public are invited to ask questions or raise issues relevant to the work of the Committee as part of the item on the agenda called Public Participation; anyone wishing to raise an item during public participation must either be present in the Town Hall for the meeting or email their question to [enquiries@cullomptontowncouncil.gov.uk](mailto:enquiries@cullomptontowncouncil.gov.uk) it would be helpful if this could be at least 2 working days before the meeting if possible.

If you wish to attend and speak at a meeting it would be helpful if you email or phone with details of your first and last names and a brief outline of what you wish to say. This will ensure that your name is on the list to speak and will help us ensure that you are not missed. Notification in this way will help the meeting run as smoothly as possible.

The overall time available for the Public Participation agenda item is restricted to 15 minutes unless the Chair decides otherwise. Individual speakers are restricted to 3 minutes and are asked not to repeat points that have been made previously.

The Town Council is investigating live streaming meetings and relevant links will be available on the Town Council website, however due to technical limitations the Town Council cannot guarantee the availability or quality of this means of attending a meeting.

A handwritten signature in black ink that reads "Joy Norris".

Joy Norris

Town Clerk

Date: 8<sup>th</sup> April 2022

# AGENDA

Resources Committee 14<sup>th</sup> April 2022

**Committee Membership:** Councillors: E Andrews, J Buczkowski (Chair), A Connolly, M Dale, K Haslett, J Johns and C Snow (Vice-Chair)

**PUBLIC PARTICIPATION:** 15 minutes is set aside as a specific agenda item to enable members of the public to bring issues relevant to Cullompton to the attention of Councillors. Up to 3 minutes is allowed for each person. Members of the public will only be permitted to speak during the Public Participation agenda item and must be present in the Town Hall at the meeting or have made their submission in writing prior to the meeting.

**1. Chair's Announcements**

The Chair may make announcements relevant to the work of the Committee.

Note: announcements are for information only and not for debate, discussion or questioning.

**2. Apologies for Absence**

To receive apologies for absence from Councillors unable to attend the meeting.

**3. Declarations of Interests**

To receive any Declarations of Interest from Councillors and Officers in respect of matters to be considered at this meeting, together with an appropriate statement regarding the nature of the interest.

Councillors and Officers are reminded of the requirement to declare any interest, including the type of interest, and reason for that interest, either at this stage of the meeting or as soon as they become aware of that interest.

**4. Public Participation**

To allow members of the public present at the meeting to raise matters which are relevant to the work of the Committee; up to 3 minutes will be allowed for each person. (Please note people must either be present in the Town Hall or have made a written submission.)

**5. Payments**

To examine and agree the accounts due for payment. (Supporting Paper A)

**6. Grant Applications**

To determine grant applications in accordance with the Grant Policy (Supporting Paper B)

**7. Utilities**

To receive a report on the current situation regarding utility providers / costs (Supporting Paper C)

**8. Tools / Equipment**

To consider a request for brushcutters and blowers for the Outdoor Team (Supporting Paper D)

**9. Compliments / Complaints / Comments Log and Correspondence relating to the Committee**

To receive details of any compliments, complaints comments and correspondence (including Freedom of Information Requests or Subject Access Requests) received since the last report to Committee. (Supporting Paper E)

**10. Action List**

To receive and review the Action List relating to the Resources Committee. (Supporting Paper F)

**11.. Exclusion of the Press and Public**

To consider passing a resolution in accordance with the 1960 Public Bodies (Admission to Meetings) Act to exclude the public and press during consideration of:

- Agenda Item 12 Minutes on the grounds that publicity would be prejudicial to the public interest by reason of its confidential nature (legal and personal information).
- Agenda No 13 Complaint on the grounds that publicity would be prejudicial to the public interest by reason of its confidential nature (legal and personal information and items subject to negotiation)
- Agenda No 14 Complaint on the grounds that publicity would be prejudicial to the public interest by reason of its confidential nature (legal and personal information and items subject to negotiation)
- Agenda No 15 Christmas Lights Invoice on the grounds that publicity would be prejudicial to the public interest by reason of its confidential nature (legal and items subject to negotiation)
- Agenda Item 16 Staffing Report on the grounds that publicity would be prejudicial to the public interest by reason of its confidential nature (personal information).

**12. Minutes:**

To confirm the Draft Minutes of the meeting held on 10<sup>th</sup> March 2022 as a correct record. (Supporting Paper G)

**13. Complaint**

To receive information relating to a complaint regarding the holding and handling of electronic information and to make any associated decisions. (Supporting Paper H confidential for Councillors on the Committee only)

**14. Complaint**

To receive information relating to a complaint regarding the holding and handling of a planning matter and to make any associated decisions. (Supporting Paper I confidential for Councillors on the Committee only)

**15. Christmas Lights Invoice**

To receive the most recent correspondence regarding the invoice for the Christmas Lights and to make any associated decisions. (Supporting Paper J confidential for Councillors on the Committee only)

**16. Staffing Report**

To receive an update report and to take any associated decisions or agree recommendations; the update includes (Supporting Paper K, confidential for Councillors on the Committee only):

- (I) Training
- (II) Staff absence, appointments and resignations

*In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are very welcome to attend the meeting.*

*Members of the public will only be permitted to speak during the Public Participation session listed on the Agenda*