

# AGENDA

Resources Committee 9<sup>th</sup> June 2022

**Committee Membership:** Councillors: J Buczkowski (Ex-Officio), L Knight (Ex Officio), I Findlay, K Haslett, S Holvey, C Snow and M Thompson

**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. Election of Committee Chair**

To elect the Committee Chair for the civic year 2022-2023

**2. 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.

**3. Apologies for Absence**

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

**4. 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.

**5. 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.)

**6. Minutes:**

To confirm as a correct record the Draft Minutes of the meetings held on

(i) 12<sup>th</sup> May 2022 (Supporting Paper A(i))

(ii) 25<sup>th</sup> May 2022 (Supporting Paper A(ii))

**7. Action List**

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

**8. Committee Workplan Status Report**

To receive and review the Committee's Work Plan Status Report (Supporting Paper C)

- 9. Payments**  
To examine and agree the accounts due for payment. (Supporting Paper D)
- 10. Financial Matters**  
To receive and review information on financial matters including the balance sheet, income and expenditure reports. (Supporting Paper D)
- 11. Recruitment**  
To receive an update on the recruitment to various positions and make associated decisions and recommendations
- (i) **Town Clerk**
  - (ii) **Outdoor Team and Maintenance Supervisor**
  - (iii) **Temporary Admin Assistant**
- (Supporting Paper E)
- 12. Health & Safety Report**  
To consider the initial report from the Health and Safety Advisor. (Supporting Paper F)
- 13. Asset List**  
To review the asset list, including information on recent checks undertaken by Councillors. (Supporting Paper G)
- 14. Compliments/Complaints/Comments/FOI**  
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 H)
- 15. Members Questions**  
This agenda item is to give Councillors an opportunity to ask questions which are relevant to the work of the Council.  
Note: questions are for the purpose of obtaining information and not for debate nor discussion.
- 16. 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 17, Complaint, on the grounds that publicity would be prejudicial to the public interest by reason of its confidential nature (subject to legal advice).
- 17. Complaint**  
To consider the current situation relating to a complaint regarding the holding and handling of electronic information and decide what further action, if any is required (Supporting Paper I).

*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*