



Town Clerk: Miss Joy Norris MSc ACG

The Town Hall, 1 High Street, Cullompton, Devon, EX15 1AB
enquiries@cullomptontowncouncil.gov.uk
01884 38249

Notice is hereby given that a meeting of the **Resources Committee** will take place on **Thursday 14th 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 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' with a stylized flourish at the end.

Joy Norris

Town Clerk

Date: 8th April 2022

AGENDA

Resources Committee 14th 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 10th 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

Agenda No 5, Payments

Resources Committee 14 April 2022

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Analysis Description	A/C	Net Value	VAT	Invoice Total
31/03/2022	24	4280	ALFIES	Toilet Brushes/black bags/adapters	4310	113.38	22.68	136.06
			ALFIES Total					136.06
28/02/2022	143	4267	BATTEN	Hedge Trimming	4105	80.00	16.00	96.00
			BATTEN Total					96.00
16/03/2022	INV-0242	4281	CLOUD 9	Renew Gravel Path at cemetery		9,822.00	1,964.00	11,786.00
			CLOUD 9 Total					11,786.00
25/03/2022	SINV01439075	4274	DEVON COMMERCIAL	Office Chair	4070	195.00	39.00	234.00
31/03/2022	SINV01439830	4275	DEVON COMMERCIAL	Stationery	4052	14.81	2.96	17.77
			DEVON COMMERCIAL Total					251.77
31/03/2022			Gift of A Burrow for Allotments	Allotment rents paid to CTC		298.00	-	298.00
			Gift of A Burrow for Allotments Total					298.00
22/02/2022	197380	4247	LABDON	Bolts/nuts/cable ties	4200	12.19	2.43	14.62
02/03/2022	198194	4248	LABDON	Keys & grip gloves	4310	72.51	14.50	87.01
04/03/2022	198487	4249	LABDON	Steel Wool/Lubricant	4405	7.95	1.59	9.54
08/03/2022	198834	4253	LABDON	Duct Tape	9070	10.50	2.10	12.60
09/03/2022	198990	4254	LABDON	Grip Gloves	4094	36.86	7.37	44.23
10/03/2022	199138	4255	LABDON	Double worm screw	4310	5.36	1.07	6.43
14/03/2022	199436	4256	LABDON	Keys for cemetery gate	4310	8.32	1.66	9.98
			LABDON Total					184.41
30/03/2022	6528	4272	MARBLES	Public Toilet Cleaning Mar 22	4150	620.00	124.00	744.00
			MARBLES Total					744.00
01/02/2022	15640		Microshade	VAT only - missed from last payment		-	74.52	74.52
			Microshade Total					74.52
16/02/2022	IN201855854	4257	MOLE VALLEY	Safety Boots	4094	24.99	-	24.99
21/02/2022	IN201875225	4258	MOLE VALLEY	Safety Boots/chainsaw file/filing kit	4094	49.79	4.67	54.46
15/03/2022	IN201992534	4282	MOLE VALLEY	Work boots/glue	4094	54.58	10.91	65.49
			MOLE VALLEY Total					144.94
22/03/2022	483203	4266	MST	Stihl Blower Servicing	4310	53.38	10.68	64.06
22/03/2022	483192	4259	MST	Brushcutter Service	4310	58.48	11.70	70.18
22/03/2022	483204	4277	MST	Chainsaw Service	4310	80.64	16.13	96.77
			MST Total					231.01
15/03/2022	SI-6317	4283	NAMM	C&G SafetyAssessment Memorials	4115	395.00	79.00	474.00
			NAMM Total					474.00
10/03/2022	102002945	4279	RICOH	Photocopying	4050	300.55	60.11	360.66
			RICOH Total					360.66

