



RESOURCES COMMITTEE

Minutes of a Committee meeting held on
Thursday 12th August 2021 at 19.00hrs in the Town Hall, 1 High Street,
Cullompton, EX15 1AB

Present

Chair: Councillor C Snow

Committee Members: Councillors: J Buczkowski, M Beckwith and M Dale

In Attendance:

Officers J Norris (Town Clerk)

2 Members of the public attended the meeting, (1 by remote access.)

R 19. Election of Chair

Consideration was given to the election of a Committee Chair following the resignation of Cllr Buczkowski from that role.

RESOLVED

- (i) That the election of a Chair be deferred to the next meeting
- (ii) That Councillor Beckwith Chairs the meeting for the 2 agenda items where Councillor Snow will be leaving the meeting.

R 20. Chair's Announcements

There were no Chair's announcements.

R 21. Apologies for Absence

An apology for absence was received from Councillor Andrews.

R 22. Declarations of Interests

The following Declaration of Interest was made at this point of the meeting:

- Councillor Snow declared a personal interest in Agenda Item 12 Complaint 1 and Agenda Item 13 Complaint 2 as he knows both the complainants

R 23. Public Participation

This agenda item enables members of the public present at the meeting to raise matters which are relevant to the work of the Committee.

Speaker 1

The speaker said that during the housekeeping announcement the audio was frozen and also he could not hear the Town Clerk.

The speaker said that he would like the item on the agenda referring to his complaint to be deferred.

R 24. Minutes:

Consideration was given to the Draft Minutes of

- (i) The meeting held on 8 July 2021 as a correct record (Supporting Paper A to the Agenda)
- (ii) The meeting held on 20 July 2021 as a correct record (Supporting Paper B to the Agenda)

RESOLVED

- (i) To confirm the draft minutes of the meeting held on 8 July 2021 as a correct record subject to the Chair's statement being either included verbatim or not included at all
- (ii) To confirm the draft minutes of the meeting held on 20 July 2021 as a correct record.

R 25. Action List

The Action List relating to the Policy, Finance and Personnel Committee was received and reviewed. (Supporting Paper C to the Agenda)

R 26. Financial Matters

To receive and review information on current financial matters including, the current balance sheet and the income and expenditure reports for Months 3 (June 2021) and month 4 (July 2021) together with relevant supporting information. (Supporting Paper D to the Agenda)

RESOLVED To RECOMMEND To COUNCIL

- (i) That £1,750 is transferred from the general reserve to Office Equipment (code 4070) to cover the cost of the perspex partitions which were an extraordinary cost due to COCID
- (ii) That the balance of the Neighbourhood Plan Earmarked Reserve is returned to the general reserve
- (iii) That the £35,000 in the No 19 High Street Earmarked Reserve is transferred to the general reserve
- (iv) That a new account code is set up for Fire Safety with a budget for £5,000 taken from the general reserve

R 27. Members Questions

This agenda item is to give Councillors an opportunity to ask questions which are relevant to the work of the Committee.

The question was asked What are the cemetery projects? The town Clerk responded that this was work to the listed buildings in the Cemetery – the next priority being attention to the stonework, and the paths around the chapel - uncovering the drainage channels and work to the surfaces.

R 28. Exclusion of the Press and Public

RESOLVED in accordance with the 1960 Public Bodies (Admission to Meetings) Act to exclude the public and press during consideration of:

- Agenda item 11 Staffing Report on the grounds that publicity would be prejudicial to the public interest by reason of its confidential nature (personal information)
- Agenda Item 12 Complaint 1 the grounds that publicity would be prejudicial to the public interest by reason of its confidential nature (personal information)
- Agenda Item 13 Complaint 2, on the grounds that publicity would be prejudicial to the public interest by reason of its confidential nature (personal information)
- Agenda Item 14 Correspondence on the grounds that publicity would be prejudicial to the public interest by reason of its confidential nature (legal and personal information)
- Agenda Item 15 Complaint / ICO Headweir Play Area 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 Item 16 Town Council Internet Access on the grounds that publicity would be prejudicial to the public interest by reason of its confidential nature (Financial information and items subject to negotiation)

The reports relating to these items had been withheld from public circulation and deposit.

R 29 RESOLVED to bring forward Agenda items 12 and 13

Note: 19:40hrs Cllr Snow left the room; The Zoom and audio recording was stopped; the member of the public was moved to waiting room (on Zoom) and Councillor Beckwith took the Chair.

R 30. Complaint 1

A complaint regarding matters pertaining to staff was considered. (Supporting Paper F to the Agenda for Councillors on the Committee only).

The Chair outlined the procedure to be followed, namely that the complainant would be invited to present their complaint, the Committee would then decide any questions they would like to ask the Town Clerk and the Committee would respond to the complainant

The Complainant gave a discourse which the Chair distilled to 6 specific matters which were confirmed by the complainant.

19:58hrs the complainant left after putting their case and the meeting was adjourned for 5 minutes

RESOLVED

- (i) that the Town Clerk should provide the Committee with copies of the letter referred to by the complainant and any additional information regarding the letter and any other documents relevant to the 6 points raised as part of the complaint
- (ii) That the Committee will consider the requested information at their next meeting.

R 31. Complaint 2

A complaint regarding matters pertaining to the Town Council's response to a planning application was considered. (Supporting Paper G to the Agenda for Councillors on the Committee only).

20:36hrs The member of the public was re-admitted on Zoom as they were the complainant on this agenda item./

The Complainant said they wished for the matter to be deferred until such time as the Town Council

Revises its complaints policy to one that has an appeals procedure and treats everyone in a fair manner.

RESOLVED

- (i) to acknowledge delay in acknowledging receipt of the complaints (which has already been apologised for.
- (ii) That the Complainant is told that the Minutes of the Planning and Licensing Committee were approved as a correct record of the meeting and the correct process had been followed to make the Town Council's representations to the planning authority

R 32 20:58 Cllr Snow returned to the meeting and took the Chair
RESOLVED to extend the meeting until 21:20hrs

R 33 Staffing Report

An update report was received. (Supporting Paper E- confidential for Councillors on the Committee only) including:

- Recruitment of Part Time Outdoor Team Members
- Special Projects Officer Workload
- Overtime
- Independent investigation

RESOLVED

- i) To approve 2 people being paid a maximum of 6 hours overtime each to backfill after the interment on 25 August 2021
- ii) That the independent investigation be discontinued
- iii) That medical advice is not sought for the current recruitment process

R 34. Correspondence

Consideration was given to correspondence received mainly regarding the legal status of a footpath / bridleway (Supporting Paper H confidential for Councillors on the Committee only):

RESOLVED that the correspondence is acknowledged and the correspondent is advised the information has been presented to the Committee.

R 35. Complaint / ICO Headweir Play Area

To receive an update regarding the complaint about the Headweir Play Area (Supporting Paper I confidential for Councillors on the Committee only)

RESOLVED that should the Chair agree it is necessary and extra meeting may be called to discuss this matter

R 36. Town Council Internet Access

To consider ways of obtaining improved internet provision in the Town Hall. (Supporting Paper J confidential for Councillors on the Committee only)

RESOLVED that the Town Clerk is given delegated authority to deal with the internet provision to the Town Hall provided that it remains within the existing budget.

The meeting closed at 21:20hrs

Agreed