



Locum Town Clerk: Francesca Pridding

The Town Hall, 1 High Street, CULLOMPTON, EX15 1AB

[enquiries@cullomptontowncouncil.gov.uk](mailto:enquiries@cullomptontowncouncil.gov.uk)

01884 38249

**MINUTES OF A MEETING OF THE GOVERNANCE, RESOURCES AND FINANCE COMMITTEE**

**DATED THURSDAY 10<sup>th</sup> NOVEMBER 2022**

**IN CULLOMPTON TOWN HALL AT 7.00PM**

**PRESENT:**

Councillors:

James Buczkowski,  
Ian Findlay (Chairman)  
Kate Haslett  
Shaun Holvey  
Lloyd Knight

**OFFICERS PRESENT:**

Carmel Wilkinson (Locum Deputy Town Clerk)

Ref. 01 **APOLOGIES FOR ABSENCE: 10/11/2022**

10.11.22 Matthew Dale  
Gordon Guest  
Chris Snow  
Mike Thompson

Ref. 02 **DECLARATION OF FINANCIAL INTEREST OR PERSONAL CONNECTION:**

10.11.22 None

Ref. 03 **MINUTES**

10.11.22 None

Ref. 04 **PAYMENTS LIST**

10.11.22 To approve the list of payments (Agenda Item 4)  
JB expressed concern re LGRC invoices.  
Chairman explained invoices are approved in advance to avoid late payments, some are already late.

Motion to approve payments list except LGRC invoices, which will be deferred.

**Proposed:** Cllr. Buczkowski

**Seconded:** Cllr. Knight

4 for, 1 against

Ref. 05

10.11.22

**OFFICER VERBAL REPORT**

Locum deputy clerk (Agenda item 5)

Questions arising:

JB requested firm dates for Cloudy IT and Vision IT transitions.

JB disappointed not to see the following items on the agenda:

Mobile CCTV

Insurance review

Staffing

Recruitment of deputy clerk

Ref. 06

10.11.22

**FINANCE REPORT (MF)**

To receive a report on the income and expenditure budgets (Agenda item 6)

Finance Officer gave a short briefing on these points:

Figures are to end Sept '22.

O/s payments will be completed within a week.

Journal refers to equipment allocated to wrong budget heading (Town Maintenance).

Update re 3 duplicated invoices.

JB: approved payments for 3 CCTV cameras at the Walronds.

JB requested for next meeting: debtors list, balance sheet, full breakdown of all ledgers to end month 6.

**5 min break, recommence 17:30**

Ref. 07

10.11.22

**OPERATIONAL APPS**

Proposal to work with CloudyIT on the production of a Health and Safety Checklist App in conjunction with local students and to subscribe to the existing suite of Apps available. (Agenda item 7)

Motion not to pursue this project (unclear re cost/benefits).

**Proposed:** Cllr. Buczkowski

**Seconded:** Cllr. Holvey

4 for, 1 against

Ref. 08

10.11.22

**BUDGET 2023/24**

To recommend a budget for 2023/24 with consideration to the budget requests of the Services, Property and Outdoor Spaces Committee and the Community, Economy and Tourism Committee. (Agenda item 8)

Chairman proposed line by line approve/amend/reject.

Salaries, PAYE, Pensions, NI:

JB expressed concern re due diligence, format, lack of explanations, no totals, no 3-yr plan, staffing review not completed before setting budget, ground work not done, insufficient information for councillors to make informed decision

Discussion re deputy clerk post not included.

JB: Extraordinary meeting to set budget?

Finance Officer advised on the following queries raise by councillors:

Deputy clerk not included because staffing review not yet undertaken.

2022 statutory pay rise for staff (£2,000).

Figures are estimates, more detail is available on spreadsheets compiled by the Finance Officer.

Motion to adjourn meeting until more detailed information is available, including impact on precept.

**Proposed:** Ian Findlay

**Seconded:** Cllr Holvey

5 for, 0 against

Unanimous

Motion for the item below to be discussed in Part 2 of meeting.

**Proposed:** Cllr. Findlay

**Seconded:** Cllr. Haslett

2 for, 3 abstain, 0 against

Resolved to continue in Part 1

Ref. 09  
10.11.22

**COMPLAINT RECEIVED**

Cllr. Buczkowski introduced this item, a complaint by Cllr. Snow against the Locum Clerk (a contractor). An evidence bundle was provided to all present setting out progression of the complaint.

Summary: Cllr. B's role is to liaise with the complainant in accordance with CTC's Complaints Policy.

The complainant's attention was drawn to the fact that he had not provided evidence in support of his complaint by the deadline of 2<sup>nd</sup> November 2022 i.e. 10-days prior to this meeting.

The complainant was advised that his correspondence to Cllr B was intimidatory and an attempt to put pressure on him.

Having been in communication with the complainant Cllr. B stated he would leave the meeting but offered to first take questions from the committee.

Cllr B leaves the meeting at 20:15

Cllrs agree there is insufficient/no evidence on which to base a decision.

Motion proposed to dismiss the complaint due to insufficient/no evidence.

**Proposed:** Cllr. Findlay

**Seconded:** Cllr. Haslett

3 for, 1 against

Motion carried

MEETING FINISHED: 20:15