



To:

The Chairman and Members
of Cranbrook Town Council

18 July 2023

NOTICE OF TOWN COUNCIL MEETING

The Chairman and Members of Cranbrook Town Council are hereby summoned to attend the following meeting:

Meeting: Cranbrook Town Council
Date and time: Monday, 24 July 2023 at 7:00pm
Venue: Younghayes Centre, 169 Younghayes Road, Cranbrook EX5 7DR

Janine Gardner
Town Clerk

PUBLIC PARTICIPATION

The Town Councillors very much welcome members of the public to attend and take part in Council meetings. Please take a minute to read the agenda and raise any questions or comments you may have under agenda item 4 – public participation. We will do our best to respond straight away and if we're unable to we will provide a written response as soon as possible. We are grateful for your attendance and input.

A G E N D A

1. APOLOGIES FOR ABSENCE

Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk, as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

- a) To receive declarations of interest from councillors on items on the agenda

- b) To receive requests for dispensations for disclosable pecuniary interests (if any)
- c) To grant any requests for dispensation as appropriate

3. MINUTES

To accept as a true record the minutes of the meeting held on 26 June 2023.

4. PUBLIC PARTICIPATION

To consider requests from members of the public to make representations, answer questions or give evidence in respect of Council business under Standing Orders 3e to 3k.

5. DISTRICT AND COUNTY COUNCIL MATTERS

To discuss East Devon District and Devon County matters.

6. REVIEW OF STANDING ORDERS

To adopt the attached.

7. COUNCIL IT SUPPORT TENDER DOCUMENTS

To approve the attached documents for publication on the government's Contracts Finder platform.

8. ENERGY SUPPLY FOR ST MARTIN'S CCTV

To consider the attached report.

9. COMMITTEE MINUTES

To adopt the minutes of the:

- a) Amenities Committee on 17 July 2023
- b) Finance & Personnel Committee on 17 July 2023
- c) Planning Committee on 3 July 2023

10. ASSET DELIVERY REPORT

To consider the asset delivery report dated 10 July 2023.

11. SCHEDULE OF PAYMENTS

To approve the attached schedule of payments.

12. EXCLUSION OF PRESS AND PUBLIC

Section 1 paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960 stipulates that a council may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.

13. VALUE ADDED TAX (VAT) ADVICE

To consider the attached quotes and to appoint a contractor in accordance with the Council's Financial Regulations.

14. YOUNGHAYES CENTRE – REPLACEMENT OF AUTOMATIC WATER BOILER

To consider the attached update following the Council's decision dated 26 June 2023 to replace the automatic water boiler like-for-like with a new Lincat filter flow 1.7 litre automatic water boiler from Nisbets at a cost of £719.99 Exc VAT with free delivery (minute ref. 23/123).