



**Minutes of the Oversight Committee held on Tuesday, November 12, 2024 at 19:00 in the Bungalow, 8 North Street, Credition, EX17 2BT**

**Present:** Cllrs Steve Huxtable, Liz Brookes-Hocking, Guy Cochran, Giles Fawssett, Rachel Backhouse and Jim Cairney

**Apologies:** Joyce Harris, Frank Letch

**Minute Taker:** Rachel Avery, Town Clerk

---

## MINUTES

### 98 WELCOME AND INTRODUCTION

Cllr Huxtable opened the meeting at 19.04 and members introduced themselves.

### 99 PUBLIC QUESTION TIME

There were no members of the public in attendance.

### 100 APOLOGIES

**Decision:** It was **resolved** to approve apologies from Cllr F Letch (personal) and Cllr Harris (holiday). (Proposed by Cllr Huxtable)

### 101 DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS

#### 101.1 TO RECEIVE DECLARATIONS OF PERSONAL INTEREST AND DISCLOSABLE PECUNIARY INTERESTS (DPI'S) IN RESPECT OF ITEMS ON THIS AGENDA

There were no declarations of interest.

#### 101.2 TO CONSIDER ANY DISPENSATION REQUESTS (REQUESTS SHOULD BE MADE TO THE TOWN CLERK PRIOR TO THE MEETING)

There were no dispensation requests.

### 102 CLIMATE EMERGENCY

It was noted that decisions will be made with the climate emergency at the forefront of decision and policy making.

### 103 ORDER OF BUSINESS

There were no changes to the order of business.

### 104 CHAIR'S AND CLERK'S ANNOUNCEMENTS

There were no announcements.

**105 OVERSIGHT COMMITTEE MINUTES**

**Decision:** The minutes from the Oversight Committee meeting held on Tuesday, 15 October 2024, were approved as a correct record. (Proposed by Cllr Cochran)

**Decision:** The minutes from the Oversight Committee meeting held on Thursday, 24 October 2024, were approved as a correct record. (Proposed by Cllr Cairney)

**106 FINANCE****106.1 TO RECEIVE AND APPROVE TRANSACTIONS BETWEEN 01 OCTOBER AND 31 OCTOBER 2024**

**Decision:** The transactions between 01 October 2024 and 31 October 2024 were approved. (Proposed by Cllr Cochran)

**106.2 TO RECEIVE AND APPROVE THE BANK RECONCILIATION TO 31 OCTOBER 2024**

**Decision:** The bank reconciliation to 31 October 2024 was approved. (Proposed by Cllr Cochran)

**106.3 TO NOTE BANK ACCOUNT BALANCES TO 31 OCTOBER 2024**

The bank account balances as of 31 October 2024, were noted.

**106.4 TO NOTE YEAR TO DATE REPORT**

The year-to-date report was **noted**.

**107 RESERVES**

Cllr Huxtable initiated a review of all reserves and proposed recommendations, for approval by Full Council. Consideration was given to the proposed reallocating funds to various earmarked reserves, which were aimed at rounding up balances and ensuring sufficient funds for future projects.

**Decision:** The committee **approved** the proposals to reallocate funds to various earmarked reserves, including £62,916.00 to the building fund, £11,000.00 to CCTV, £25,000.00 to local authority services, and £2,800.00 to Old Landscore School, for approval by Full Council. (Proposed by Cllr Huxtable)

**108 PUBLIC BUDGETING WORKSHOPS**

The Town Clerk provided a verbal report on the upcoming public budgeting workshops. She announced a drop-in session scheduled for Saturday, intended to gather public input on budget priorities. The session would involve discussions and activities where members of the public could comment on the service areas they felt were important for budget allocation. Another session was planned for the following Tuesday prior to the Full Council meeting. Cllr Huxtable encouraged all members to attend and engage with the public during these workshops.

**109 MDDC ASSETS**

Cllr Huxtable advised on an upcoming meeting with the Section 151 Officer and the Finance Manager from Mid Devon District Council to discuss the paddling pool and other assets. The three Chairs of CTC committees would be attending, alongside MDDC portfolio holders. The Town Clerk advised that she had received a rough process and

task overview from MDDC regarding the operation of the paddling pool, which she would circulate to members. The discussion highlighted the need for a comprehensive understanding of the responsibilities involved in managing the pool, and other assets.

**110 ENABLING REMOTE ATTENDANCE AND PROXY VOTING AT LOCAL AUTHORITY MEETINGS**

The committee discussed the consultation by HM Government on enabling remote attendance and proxy voting at local authority meetings. There was a general consensus against proxy voting due to concerns about predetermination and the importance of councillors being present to hear discussions before voting. However, there was some support for remote attendance, especially for those unable to attend due to health or work reasons. It was agreed that the Town Clerk would gather individual responses via a form, and it would be requested to Full Council that a response is delegated to this committee.

**111 DATE OF NEXT MEETING**

**Decision:** It was **noted** that the next scheduled meeting will take place on Tuesday, December 10, 2024.

**112 PART II**

**Decision:** It was **resolved** to approve the exclusion of the public and press were from the meeting under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960. (Proposed by Cllr Huxtable)

**113 COUNCIL OFFICES**

The Town Clerk provide a verbal update.

**114 REPORTS PACK**

Signed .....

Dated.....