



**Minutes of the of Credition Town Council Meeting held on  
Tuesday 17 May 2022 at 19.00 at Old Landscore School, Greenway, Credition**

**Present:** Cllrs E Brookes-Hocking, J Harris, G Cochran, M Szabo, J Cairney, F Letch, N Letch, D Ross, S Huxtable & S Chenore

**Apologies:** Cllr Downes (personal)

**In Attendance:** R Avery, Town Clerk  
1 member of the public

**2205/001 To elect the Chairman/Mayor for 2022-23**

It was **resolved** to elect Cllr Brookes-Hocking as Chairman and Mayor for 2022-23.  
(Proposed by Cllr Harris).

**2205/002 The Chairman will read and sign the prescribed 'Declaration of Acceptance of Office' and offer a short speech**

The Chairman read and signed the prescribed 'Declaration of Acceptance of Office'.

**2205/003 To elect the Deputy Chairman/Deputy Mayor for 2022-23**

It was **resolved** to elect Cllr Harris as Deputy Chairman and Deputy Mayor for 2022-23.  
(Proposed by Cllr Cairney).

**2205/004 To receive and accept apologies**

It was **resolved** to receive and accept apologies from Cllr Downes. (Proposed by Cllr Harris).

**2205/005 Declarations of Interest**

Cllrs Cairney and F Letch declared that as members of more than one authority, that any views or opinions expressed at this meeting would be provisional and would not prejudice any views expressed at a meeting of another authority.

Item 20 – Cllr Huxtable declared a personal interest and would not speak or vote on the item.

**2205/006 Public Question Time**

There were no questions.

**2205/007 To receive reports from County and District Councillors**

District Cllr Letch reported that there are four district council owned properties in Credition that have not been re-let since they were vacated. He has started a campaign and has requested addresses of houses that fell vacant from 01 September 2021, due to concerns that there are 106 empty properties in Mid Devon meaning there is a loss of rental and council tax income.

He reported that Cllr Ray Radford was re-elected as Chairman of MDDC and The Leader of MDDC is elected for four years. Re-elected Ray Radford as Chair and Ron Dolley as Vice Chairman.

County Cllr Letch reported that he has created a motion stating that the 'given the value of the MOT of vehicles, Devon County Council should investigate a scheme for MOT style certificates for roads to show that they are fit for use', highlighting issues with the roads in Devon.

District Cllr Cairney reported that he had contacted District Cllr Chris Daws about the removed trees at Four Mills Lane. It was noted that the trees will be replaced in due course. Cllr Chenore asked if the value and worth could be considered when trees are replaced.

**2205/008 Order of Business**

There were no changes to the order of business.

**2205/009 Chairman's and Clerk's Announcements**

Cllr Brookes-Hocking reported that item 18 would not be considered as it only requires approval in an election year.

**2205/010 Town Council Minutes**

It was **resolved** to approve and sign the minutes of the Town Council meeting held on 15 March 2022 as a correct record. (Proposed by Cllr F Letch).

**2205/011 To receive, and to ratify the decision therein, the minutes of the following meetings:**

- **Climate Emergency Committee held on Tuesday 10 February 2022**  
It was **resolved** to receive and to ratify the minutes of the Climate Emergency Committee meeting. (Proposed by Cllr Brookes-Hocking).
- **Grants Sub-Committee held on Tuesday 22 February 2022**  
It was **resolved** to receive and to ratify the minutes of the Grants Sub-Committee meeting. (Proposed by Cllr Harris).
- **Property and Assets Committee held on Tuesday 22 February 2022**  
It was **resolved** to receive and to ratify the minutes of the Property and Assets Committee meeting. (Proposed by Cllr F Letch).
- **Planning and Town Strategy Committee held on Tuesday 08 March 2022**  
It was **resolved** to receive and to ratify the minutes of the Planning and Town Strategy Committee meeting. (Proposed by Cllr Brookes-Hocking).
- **Council Affairs and Finance Committee held on Tuesday 15 March 2022**  
It was **resolved** to receive and to ratify the minutes of the Council Affairs and Finance Committee meeting. (Proposed by Cllr Harris).
- **Council Affairs and Finance Committee held on Tuesday 24 March 2022**  
It was **resolved** to receive and to ratify the minutes of the Council Affairs and Finance Committee meeting. (Proposed by Cllr Harris).
- **Planning and Town Strategy Committee held on Tuesday 05 April 2022**  
It was **resolved** to receive and to ratify the minutes of the Planning and Town Strategy Committee meeting. (Proposed by Cllr Brookes-Hocking).
- **Council Affairs and Finance Committee held on Tuesday 12 April 2022**  
It was **resolved** to receive and to ratify the minutes of the Council Affairs and Finance Committee meeting. (Proposed by Cllr Harris).

*Cllr Ross joined the meeting at 19.15*



- **Climate Emergency Committee held on Tuesday 14 April 2022**  
It was **resolved** to receive and to ratify the minutes of the Climate Emergency Committee meeting. (Proposed by Cllr Brookes-Hocking).

2205/012

**To Committee structure and appointments:**

- a. **To approve the recommendation by the Council Affairs Committee to amend the committee structure**

It was **resolved** to amend the committee structure, as proposed by the Council Affairs and Finance Committee. (Proposed by Cllr Harris).

- b. **To defer the appointment of members to committees and sub-committees to the June Full Council meeting**

It was **resolved** that appointments would be made at this meeting. (Proposed by Cllr Cairney):

- a. Planning and Town Strategy Committee

It was **resolved** to appoint Cllrs Huxtable, Cairney, Ross, N Letch, Harris, Brookes-Hocking and Downes to serve on the Planning and Town Strategy Committee.

- b. Council Affairs and Finance Committee

It was **resolved** to appoint Cllrs Cochran, Huxtable, Cairney, Harris, F Letch and Brookes-Hocking to serve on the Council Affairs and Finance Committee.

- c. Community and Environment Committee.

It was **resolved** to appoint Cllrs Cochran, Ross, Szabo, Chenore, N Letch, Harris and Brookes-Hocking to serve on the Community and Environment Committee.

- d. Climate Emergency Committee

It was **resolved** to appoint Cllrs Cochran, Ross, Chenore, N Letch and Brookes-Hocking to serve on the Climate Emergency Committee.

- e. Christmas in Crediton Sub-Committee

It was **resolved** to appoint Cllrs Ross, Cairney and Brookes-Hocking to serve on the Christmas in Crediton Sub-Committee.

- f. Grants Sub-Committee

It was **resolved** to appoint Cllrs Cochran, Ross, F Letch, Harris and Brookes-Hocking to serve on the Grants Sub-Committee.

- g. Parish Paths Sub-Committee

It was **resolved** to appoint Cllrs Downes, Cairney, Brookes-Hocking and Cochran to serve on the Parish Paths Sub-Committee.

2205/013

**To approve that the Chairman, Deputy Chairman, and the Chairman of the relevant committee most closely related to the particular matter constitute an Emergency Committee**

It was **resolved** that the Chairman, Deputy Chairman and the Chairman of the relevant committee would constitute an Emergency Committee. (Proposed by Cllr Harris).

2205/014

**To appoint four councillors to be internal control checkers for 2022-23**

It was **resolved** to appoint Cllrs Brookes-Hocking, Harris, Huxtable, F Letch as internal control checkers. (Proposed by Cllr Cairney).

2205/015

**To appoint representatives to the following outside bodies and agree procedures for reporting back to the Council:**

- a. **Hayward's Educational Foundation**

It was **resolved** to appoint Cllr Cairney. (Proposed by Cllr Harris).





- b. Crediton United Charities**  
It was **resolved** to appoint Cllr Harris and Hannah Zorlu. (Proposed by Cllr Cairney).
- c. Devon Association of Local Councils (& Larger Councils Sub Committee)**  
It was **resolved** to appoint Cllr Brookes-Hocking. (Proposed by Cllr Huxtable).
- d. Crediton Twinning Association**  
It was **resolved** to appoint Cllr F Letch. (Proposed by Cllr Brookes-Hocking).
- e. Boniface Link Association**  
It was **resolved** to appoint Cllr Harris. (Proposed by Cllr Cairney).
- f. Mid Devon Community Safety Partnership**  
It was **resolved** to appoint Cllr Huxtable. (Proposed by Cllr Cairney).
- g. Friends of Crediton Station**  
It was **resolved** to appoint Cllr Szabo. (Proposed by Cllr Cairney).
- h. Sustainable Crediton**  
It was **resolved** to appoint Cllr Brookes-Hocking. (Proposed by Cllr Cairney).
- i. Boniface Trail Association**  
It was **resolved** to appoint Cllr Huxtable. (Proposed by Cllr Brookes-Hocking).
- j. Crediton Chamber of Commerce**  
It was **resolved** to appoint Cllr Ross. (Proposed by Cllr Brookes-Hocking).
- k. Okehampton Rail Forum**  
It was **resolved** to appoint Cllr Szabo. (Proposed by Cllr Huxtable).
- l. League of Friends of Crediton Hospital**  
It was **resolved** to appoint Cllr N Letch. (Proposed by Cllr Brookes-Hocking).
- m. Age Concern Trustee**  
It was **resolved** to appoint Cllr Szabo. (Proposed by Cllr Brookes-Hocking).

It was **noted** that councillors appointed to represent the town council on outside bodies would provide reports, included as part of Full Council agendas.

- 2205/016 To note the Calendar of Meetings for the year**  
The new calendar of meetings was **noted**.
- 2205/017 To review the signatories on Bank and Building Society accounts**  
It was **noted** that investigations are being made into a second current account and an additional savings account. Once this has been undertaken, a report will be taken to the Council Affairs and Finance Committee, alongside the review of signatories.
- 2205/018 To confirm that in accordance with the Localism Act 2011, Crediton Town Council considers itself an 'eligible council' to exercise the General Power of Competence having met the following criteria:**
- **At the time of this resolution two thirds of the members of the Council have stood for election**
  - **The Clerk holds the Certificate in Local Council Administration (CiLCA), which includes Section 7 of CiLCA 2012**
- It was **noted** that this item would not be discussed due to the council not being required confirm itself eligible until the next election.
- 2205/019 To resolve to make the following Members' allowances for the financial year 2022-23**
- a. Mayor's Allowance £600 – payable on receipts**  
It was **resolved** to approve the Mayoral Allowance. (Proposed by Cllr Harris).

*EUBH*

**b. Elected Members' Allowance £108.05**

It was **resolved** to approve the Elected Members Allowance. (Proposed by Cllr Cairney).

**2205/020 To review the Council's insurance requirements**

It was **resolved** that this item would be considered in June, as the Town Clerk has raised queries with Zurich regarding the renewal. (Proposed by Cllr Brookes-Hocking).

**2205/021 Review of inventory of land and assets including buildings and office equipment**

It was **resolved** that this item would be considered in June. (Proposed by Cllr Brookes-Hocking).

**2205/022 To receive the documents for the financial year 2021-22, in preparation for the external audit on 24 May**

Cllrs received the Annual Governance and Accountability Return. It was **noted** that an additional Full Council meeting will be convened to sign the external audit paperwork.

**2205/023 To receive a report on plans for the Queen's Platinum Jubilee and to agree the recommendations therein**

The report was received and noted. It was **resolved** to approve that:

- £3000 be used from General Reserves
- The Town Clerk, Projects Officer and Youth Worker receive part payment and part time of in lieu for attending and running events: one member of office staff managing one day each on the Thursday and Friday (designated bank holidays and claim paid time), that two members of staff attend the beacon lighting on Thursday evening (designated bank holiday and claim paid time), that two members of staff attend the Saturday and Sundays and accrue time off in lieu at a rate of time and a half for weekend work. (Proposed by Cllr F Letch).

**2205/024 To receive reports from Town Councillors**

Cllr Szabo reported that Southwest in Bloom judges will attend on 19 July for the Pennant Competition, and he requested that Community Transport be booked for this day. 20 'It's Your Neighbourhood' entries have been lodged.

Cllr Szabo reported that Great Western Rail have been increasing their role at the station. He reported that an empty bungalow near the DCC Highways store has now been purchased by Crediton Milling Company, which is of great benefit to the area. Posters are being updated on the platforms. The Friends of Crediton Station were asked to add a logo, which has been created by QE students studying graphic art.

Cllr Brookes-Hocking reported that the A377 Action Group have been meeting, which has created a discussion around the development of Crediton and its impact on Newton St Cyres. A meeting with Mid Devon District Council, Devon County Council, County and District Councillors and members of neighbouring parish councils has been arranged for Thursday 26 May, focussing on the Plan Mid Devon document.

**2205/025 To note the date of the next meeting – Tuesday 07 June at 18.00**

The date of the next meeting was **noted**. The meeting was closed at 20.40.

PART TWO

**2205/026** It is recommended that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as it involves the likely disclosure of sensitive and confidential information  
It was **resolved** to move into Part Two. (Proposed by Cllr Harris).

**2205/027** To consider the report regarding staffing provision, and to agree any recommendations therein  
It was **resolved** to approve the recommendations. (Proposed by Cllr Szabo).

Signed  .....  
Chairman

Dated... 21/07/22 .....