



**Minutes of the Full Council meeting held on Tuesday, October 21, 2025 at 19:30 in the
Credition Library, Belle Parade, Credition.**

Present: Cllrs Steve Huxtable, Guy Cochran, Giles Fawssett, Jim Cairney, John Downes, Joyce Harris, Liz Brookes-Hocking, Natalia Letch, Paul Perriman, Rachel Backhouse, Vix Frisby and Tim Stanford

In Attendance: 4 members of the public
1 member of the press
Tim Bland, CTC Events and Town Centre

Minute Taker: Rachel Avery, Town Clerk

MINUTES

2025/105 PUBLIC QUESTION TIME

Prior to Public Question Time, members introduced themselves.

Cllr Downes requested that the matter of Operation Ford be added to a future agenda.

The following questions were raised by members of the public:

- concerns about the frequent and poorly managed road works in Credition, highlighting issues such as congestion, pollution, and the slow pace of the works, providing specific examples of recent disruptions. They urged the town council to pressure Devon County Council for better planning and coordination of road works to mitigate these problems.

Councillor Downes responded by acknowledging the statutory rights of utility companies to carry out emergency works without prior notification but suggested investigating whether coordination forums still exist. Councillor Cairney, a member of the Highways Committee, elaborated on the difficulties of managing road closures and repairs, noting the increase in road closures due to pothole repairs and emergency works.

Further discussions ensued about the inefficiency of planned road closures and the necessity of better planning. Cllr Huxtable requested that the Town Clerk contact Devon County Council on behalf of the town to address these concerns.

- Whether businesses have received the date for Christmas late night shopping dates as some are concerned at the lack of information, which was confirmed to be on the 5th of December and that advertising would take place.
- When the attendance policy is for councillors, specifically about late attendance being considered an absence. The Town Clerk clarified that councillors are considered present if they attend any part of the meeting and their time of joining being recorded in the minutes. The Town Clerk also advised that partial attendance is now being recorded on the council's website.

2025/106 APOLOGIES

There were no apologies.

2025/107 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**2025/107.1 TO RECEIVE DECLARATIONS OF PERSONAL INTEREST AND DISCLOSABLE PECUNIARY INTERESTS (DPI'S) IN RESPECT OF ITEMS ON THIS AGENDA**

There were no declarations of personal interest or disclosable pecuniary interests.

2025/107.2 TO CONSIDER ANY DISPENSATION REQUESTS (REQUESTS SHOULD BE MADE TO THE TOWN CLERK PRIOR TO THE MEETING)

There were no dispensation requests.

2025/108 ORDER OF BUSINESS

There were no changes to the order of business.

2025/109 CHAIR'S AND CLERK'S ANNOUNCEMENTS

There were no announcements.

2025/110 TOWN COUNCIL MINUTES

It was **noted** that Cllr Brookes-Hocking had given her apologies for the meeting, which were not initially recorded.

Decision: It was **resolved** to approve the minutes of the meeting held on Tuesday, 07 October 2025, as a correct record. (Proposed by Cllr Harris)

2025/111 REPORTS FROM OUTSIDE BODIES

Hayward's Educational Foundation: Cllr Cairney advised on the continuous need for funding in education and expressed gratitude for Cllr Huxtable's donation.

DALC: Cllr Brookes-Hocking highlighted the recent DCC presentation on local government reorganisation and the formation of neighbourhood area committees.

Mid Devon Community Safety Partnership: The Town Clerk advised that a request has been made for this to restart.

Sustainable Crediton: Cllr Backhouse reported on a successful Green Fair with significant volunteer support.

Boniface Trail Association: Cllr Fawcett expressed optimism about the potential development of a cycle route due to the support from the Liberal Democrats and Greens in Devon County Council, which will be considered at their November Cabinet meeting.

Chamber of Commerce: Cllr Cochran advised that a meeting is set for early November, with no new updates at this time.

Okehampton Rail Forum: Cllr Cairney reported on the quadrupling of passenger numbers and efforts to improve station facilities and connectivity.

2025/112 FINANCE**2025/112.1 TO RECEIVE AND APPROVE TRANSACTIONS BETWEEN 01 SEPTEMBER AND 30 SEPTEMBER 2025**

A query was raised regarding a receipt from Bang Bang Boxing. The Town Clerk advised she would review this and provide an update at the next meeting.

Decision: It was **resolved** to approve the transactions between 01 September and 30 September 2025 (Proposed by Cllr Brookes-Hocking).

2025/112.2 TO RECEIVE AND APPROVE THE BANK RECONCILIATION TO 30 SEPTEMBER 2025

Decision: It was **resolved** to approve the bank reconciliation to 30 September 2025 (proposed by Cllr Cochran)

2025/112.3 TO NOTE BANK BALANCES TO 30 SEPTEMBER 2025

The bank balances to 30 September 2025 were **noted**.

2025/112.4 TO NOTE YEAR TO DATE SPEND

Decision: The year-to-date spend was **noted**.

2025/112.5 TO NOTE EARMARKED RESERVE BALANCES

Decision: The Earmarked Reserve balances were **noted**.

2025/113 UNPAID INVOICE WRITE OFF

Members discussed the debts owed by two stallholders from previous events. It was confirmed that one business was no longer operating, while the other was still active. There was a debate regarding the merits of pursuing legal action versus writing off the debts.

It was **noted** that policy had changed to ensure stallholders pay for a stall prior to an event.

Cllr Backhouse proposed that members visit the operating business to attempt to obtain the outstanding debt. This was seconded by Cllr Fawssett, and three members of the council voted in favour, with 9 voting against. Therefore, the proposal was not carried.

Cllr Fawssett proposed that the debts be written off. This was seconded by Cllr Downes, and 10 members of the council voted in favour, with two voting against. Therefore, the proposal was carried.

Decision: It was **resolved** to write off the debts owed by two stallholders from previous events (Proposed by Cllr Fawssett).

2025/114 COMMUNITY PRECEPT AND BUDGET CONSULTATION

It was **noted** that the Town Clerk would be arranging two public drop-in sessions for community precept and budget consultation, one at Crediton Library (date to be confirmed, but on a Monday during Crediton Collaborates) and another on Tuesday, 18 November 2025, from 18.30 to 19.30. An online questionnaire will run alongside these sessions, with paper copies available to ensure broad community engagement. The importance of advertising these dates effectively was **noted**.

2025/115 OLD LANDSCORE SCHOOL

The council received a report on the development of Old Landscore School. Councillor Fawssett expressed frustration with the ongoing indecision from QE School regarding their relocation, which impacts the future of Old Landscore School. He emphasised the need for the school to decide before any further expenditure is made on Old Landscore School. Councillor Brookes-Hocking

argued that this council cannot wait indefinitely and should proceed with checking the original business case and ensuring the youth service has a permanent home. It was **agreed** to review the documentation and business case to make an informed decision, approaching external contractors for quotations to review and update existing documentation and initial costings.

Decision: It was **resolved** for the Town Clerk to approach external contractors for quotations to review and update existing documentation and initial costings, for consideration at a future meeting.

2025/116 APPEALS COMMITTEE

The Appeals Committee report was presented, focusing on three main proposals. The first proposal was to approve an amendment to the data retention policy to reflect Facebook live videos. It was suggested to defer this proposal until legal advice was obtained to ensure compliance with GDPR.

The second proposal involved implementing the creation and retention of audio-only files in perpetuity. There was significant debate regarding the necessity and implications of retaining audio files alongside the official minutes. Concerns were raised about the potential for disputes and the subjective nature of audio recordings, whilst some members felt it was appropriate to hold additional audio or video files to complement and scrutinise the minutes effectively. It was noted that the minutes are an accurate reflection of decisions made by the council and once approved, could not be amended.

The third proposal was to contract an independent third party to review the process of responding to Freedom of Information requests. This proposal was supported, acknowledging the need for a thorough review of GDPR compliance and data retention practices.

A member of the public highlighted that livestreaming a meeting means that its existence places a duty on the council to archive it effectively.

Decision: The proposal to amend the data retention policy to reflect Facebook live videos was deferred until legal advice was obtained and would be on the agenda for a future meeting.

Decision: It was **resolved** to retain audio-only files in perpetuity (Proposed by Cllr Backhouse, 7 councillors in favour (Cllrs Backhouse, Stanford, Downes, Cairney, Perriman, Frisby and Fawssett, 5 against (Cllrs Huxtable, Cochran, Brookes-Hocking, Letch and Harris).

Decision: It was **resolved** contract IAC Audit & Consultancy Ltd to review the process of responding to Freedom of Information requests was approved (Proposed by Cllr Huxtable).

2025/117 TO CONSIDER A MOTION FROM CLLR HARRIS REGARDING PUBLIC PARTICIPATION

2025/117.1 TO RECEIVE THE MOTION REQUEST FROM CLLR HARRIS TO AMEND STANDING ORDERS REGARDING PARTICIPATION OF PUBLIC DURING COUNCIL MEETINGS

The motion aimed to revert Standing Orders where public participation was more controlled, requiring the suspension of Standing Orders for members of the public

to speak during meetings.

Cllr Frisby emphasised the importance of public engagement and the discomfort felt by members of the public when they were not allowed to speak freely during meetings, with Cllr Backhouse recognising the importance of useful contributions from members of the public making the effort to attend. It was argued that the current system allowed for more inclusive and informal participation, which was beneficial for community engagement. Others highlighted the disruptions caused by frequent interruptions from the public, which often led to extended meeting times and hindered the council's ability to complete the agenda. It was suggested that the chair should have more authority to maintain order during meetings while still allowing public input when appropriate

Decision: The motion to amend Standing Orders regarding public participation during council meetings was **approved**.

2025/117.2 SHOULD ITEM 2025/117.2 BE APPROVED, TO CONSIDER A REVIEW OF STANDING ORDERS TO BE CONSIDERED AT THE MEETING DUE TO BE HELD ON TUESDAY 04 NOVEMBER 2025

A proposal was made to form a task and finish group to review the Standing Orders and the council's communication strategy, aiming to balance public engagement with efficient meeting management. The motion was ultimately voted on, with a recommendation to consider the review of Standing Orders at a future meeting. Six members volunteered to participate in the task and finish group, committing to conduct most of the work remotely.

The council agreed that the recommendations from this group would be reviewed and potentially approved at the 16 December meeting.

Decision: A task and finish group was formed to review the Standing Orders and the council's communication strategy, with Cllrs Fawssett, Frisby, Cochran, Brookes-Hocking, Huxtable and Backhouse being elected as members.

2025/118 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)

2025/119 MANOR OFFICE

Members received and **noted** the confidential report regarding the Manor Office.

2025/120 DATE OF NEXT MEETING

The date of the next meeting was **noted** as Tuesday, 04 November 2025.

2025/121 REPORTS PACK

Signed

Dated.....