



Minutes of the Full Council meeting held on Tuesday, 6 January 2026 at 19.00 at Crediton Library, Belle Parade, Crediton

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

Apologies: Cllrs Natalia Letch, Paul Perriman and Tim Stanford

In Attendance: 1 member of the public

Minute Taker: Emma Anderson

MINUTES

2026/358 WELCOME AND INTRODUCTION

Cllr Huxtable opened the meeting and members introduced themselves.

2026/359 PUBLIC QUESTION TIME

The following questions were asked:

- Did the Council write to Tesco expressing its disappointment relating to the lack of progress on the bus shelter at Redlands? Cllr Downes confirmed that the Council received responses from both Tesco and Devon County Council (DCC). DCC advised they would not undertake the work until the road was adopted and Tesco confirmed the hard standing and dropped kerb are not included in their plans. However, the bus team has confirmed that the bus shelter is in their plan and have agreed they will contribute to the work. A letter has been sent this week asking whether Tesco can give permission for this work to take place whilst the road is being upgraded. A response has not yet been received.
- Is the plan for Old Lanscore School on schedule? When can the community expect building works to start? Cllr Huxtable explained the town council is looking into contractors to put together a feasibility study. Once the feasibility study has been completed, the timeline will be reviewed and refreshed if needed.
- Does the Town Council have any regrets that, by handing over responsibility of the bus shelters, school children and young people are subjected to McDonalds advertising on the High Street? The Chair confirmed a written response would be provided.
- A grant for £1,500 was approved for an event being held at the Leisure Centre, which expects to see 450 people attend and make a profit of £12,500. How do you think this money is protected? What is the basis on

giving a grant to a profit-making event? Cllr Huxtable confirmed the grants would be discussed at the next full council meeting.

- Regarding the community noticeboard and purchasing a replacement, is the Town Council this evening going to vote the money for it, or not? The Chair confirmed this would not be agreed at this meeting as it is not on the agenda.

2026/360 APOLOGIES

Decision: It was **resolved** to receive and accept apologies from Cllrs Perriman (illness), Stanford (illness) and Letch (holiday). (Proposed by Cllr Huxtable)

2026/361 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

2026/361.1 TO RECEIVE DECLARATIONS OF PERSONAL INTEREST AND DISCLOSABLE PECUNIARY INTERESTS (DPI'S) IN RESPECT OF ITEMS ON THIS AGENDA

No declarations of personal interest or disclosable pecuniary interests were received.

2026/361.2 TO CONSIDER ANY DISPENSATION REQUESTS (REQUESTS SHOULD BE MADE TO THE TOWN CLERK PRIOR TO THE MEETING)

No dispensation requests were received prior to the meeting.

2026/362 ORDER OF BUSINESS

There were no changes to the order of business.

2026/363 CHAIR'S AND CLERK'S ANNOUNCEMENTS

No announcements were made by the Chair or the Town Clerk.

2026/364 TOWN COUNCIL MINUTES

Decision: It was **resolved** to approve the minutes of the meeting held on Tuesday, 2 December 2025, as a correct record. (Proposed by Cllr Backhouse).

Decision: It was **resolved** to approve the minutes of the meeting held on Tuesday, 16 December 2025, as a correct record. (Proposed by Cllr Harris).

2026/365 MID DEVON DISTRICT COUNCIL PLANNING APPLICATIONS

The following planning applications were discussed:

25/01484/HOUSE | Erection of single storey rear extension and installation of rear flat roof dormer | 13 Greenway Crediton Devon EX17 3LP (extension requested)

Decision: It was **resolved** to recommend NO OBJECTION. (Proposed by Cllr Brookes-Hocking)

25/01285/FULL | Erection of an industrial shed, covered area and store building | Crediton Milling Company Marsh Road Lords Meadow Industrial Estate Crediton Devon EX17 1EU (extension requested)

Decision: It was **resolved** to recommend NO OBJECTION. (Proposed by Cllr Brookes-Hocking)

25/01686/FULL | Replacement of wastewater treatment works to include two-storey building and two silos | Crediton Dairy Ltd Church Lane Crediton Devon EX17 2AH (extension requested)

Decision: It was **resolved** to recommend NO OBJECTION. (Proposed by Cllr Brookes-Hocking)

Task: Submit planning comments to MDDC. @*Emily Armitage*

2026/366 MID DEVON DISTRICT COUNCIL PLANNING DECISIONS

Decision: The council **noted** the approval of several planning applications by Mid Devon District Council.

2026/367 PREMISES LICENCE

The Council considered a premises licence application for Crediton Rugby Club. Cllr Backhouse raised concerns about the early start time, Cllr Downes and Cairney confirmed this is standard practice of obtaining maximum flexibility in licences.

Decision: The council **noted** the application.

2026/368 CREDITON URBAN TASKFORCE [CUT!]

Decision: The report from [CUT!] was received and **noted**. Volunteers and Cllrs were encouraged to come along to the next action day on Saturday, 10 January on George Hill.

2026/369 GRANTS 2025-26

2026/369.1 TO RATIFY A GRANT OF £3,000.00 TO SIGNIFICANT SEAMS AS RECOMMENDED BY THE GRANTS COMMITTEE AT THE MEETING HELD ON 11 DECEMBER

Decision: It was **resolved** to ratify the grant of £3,000 to Significant Seams, as recommended by the Grants Committee. (Proposed by Cllr Huxtable)

2026/369.2 TO CONSIDER AND APPROVE A VIREMENT OF £3,211.00 FROM THE REMAINING 2025-26 GRANTS BUDGET TO EARMARKED RESERVES

Decision: It was **resolved** to defer the virement from the 25-26 grants budget to Earmarked Reserves until the end of the financial year. (Proposed by Cllr Huxtable)

Decision: It was further **resolved** to approve the transfer of any unspent money in the 25-26 grants budget to Earmarked Reserves at the end of the financial year. (Proposed by Cllr Brookes-Hocking)

2026/370 CCTV MONITORING TRANSFER TO EXETER CITY COUNCIL

The Council reviewed the Service Level Agreement (SLA) with Exeter City Council for CCTV monitoring. Cllr Brookes-Hocking raised a query about the insurance clause, seeking clarification on the indemnity terms. The Deputy Clerk confirmed that the insurers had been contacted for further information.

Cllr Backhouse expressed concerns regarding typographical and grammatical errors within the document.

Decision: It was **resolved** to approve the SLA in principle, subject to resolving insurance queries and minor document tweaks. (Proposed by Cllr Huxtable)

Task: Review the CCTV SLA, clarifying insurance requirements, addressing typographical/formatting issues and forwarding to solicitors for review. @Rachel Avery

2026/371 DOCUMENT RETENTION

Decision: It was **resolved** to approve and adopt the amended Document Retention Policy. (Proposed by Cllr Brookes-Hocking)

2026/372 POLICY REVIEW

The Council reviewed and approved several policies:

Decision: It was **resolved** to approve the Risk Management Policy. (Proposed by Cllr Harris)

Decision: It was **resolved** to approve the Disciplinary Policy, subject to a small amendment to ensure consistent wording alongside the Grievance Policy with regards to referencing the Appeals Committee (Proposed by Cllr Harris)

Decision: It was **resolved** to approve the Grievance Policy, subject to a small amendment to ensure consistent wording alongside the Disciplinary Policy with regards to referencing the Appeals Committee (Proposed by Cllr Harris)

Decision: It was **resolved** to approve the Training and Development Policy. (Proposed by Cllr Huxtable)

Discussion took place regarding specific training courses for councillors which led to the decision to create an appendix outlining recommended courses. It was agreed that the Town Clerk would create the appendix to cover relevant DALC courses available to councillors and present to HR Committee for approval.

Decision: It was **resolved** to approve the Dignity at Work Policy. (Proposed by Cllr Brookes-Hocking)

Decision: It was **resolved** to approve the Health and Safety Policy. (Proposed by Cllr Backhouse)

Decision: It was **resolved** to approve the Equal Opportunities Policy. (Proposed by Cllr Harris)

Decision: It was **resolved** to approve the Appraisal Policy. (Proposed by Cllr Harris)

Decision: It was **resolved** to approve the Biodiversity Statement. (Proposed by Cllr Fawssett, Cllr Backhouse voted against)

Task: Upload approved policies to website. *@Emily Armitage*

Task: Amend Disciplinary Policy and Grievance Policy to ensure consistent wording with regards to referencing the Appeals Committee. *@Rachel Avery*

Task: Create an appendix for the Training & Development Policy to cover relevant DALC courses available to councillors and present to HR Committee for approval *@Rachel Avery*

2026/373 GRASS CUTTING CONSULTATION

Decision: The Council received and **noted** the grass cutting consultation results. It was **resolved** to amend future grounds maintenance contracts to reflect reduced grass cutting in Peoples Park. (Proposed by Cllr Huxtable)

Task: Revise the grounds maintenance contract to reflect leaving 1/3 of grass uncut in Peoples Park. *@Emma Anderson*

2026/374 REMEMBRANCE MAROON

Decision: It was **resolved** to approve the proposal from Crediton's Royal British Legion members to reinstate a maroon for Remembrance Day. (Proposed by Cllr Huxtable)

Task: Liaise with Mid Devon District Council (MDDC) to reinstate the maroon for Remembrance. *@Tim Bland*

Task: Publicise the intended use of a Maroon in advance to ensure public awareness (children/animals) *@Tim Bland*

2026/375 WAR MEMORIAL

Decision: It was **resolved** to approve the quote received from Contractor A to carry out the repointing around the War Memorial and bus shelter, with funds allocated from Earmarked Reserves as outlined in the report. (Proposed by Cllr Harris)

Task: Instruct Contractor A to undertake repointing works around the War Memorial and bus shelter. *@Emma Anderson*

2026/376 WEEDKILLER

Councillors considered the report on weedkiller use and the recommendations therein. A proposal was made to lobby Tesco and other retailers to reconsider the prominent placement of weedkiller products in their stores. Councillors agreed that these products should not be displayed in high-traffic areas where customers might purchase them impulsively. Instead, they should be located in the gardening section for those who specifically need them.

Decision: It was **resolved** to send a letter to local retailers, including Tesco, to reconsider the prominent placement of weed killer products in store entrances, aligning with the council's biodiversity policy. (Proposed by Cllr Backhouse)

Task: Draft a letter to retailers, referencing the council's biodiversity policy and urging them to be mindful of product placement. *@Rachel Backhouse, Emma Anderson*

2026/377 DATE OF NEXT MEETING

It was **noted** that the date of the next meeting would be Tuesday, 20 January 2026. Meeting closed at 20.17.

2026/378 REPORTS PACK

Signed

Dated.....