



To All Credition Town Councillors

You are hereby summoned to attend a meeting of **Full Council** , which will be held on **Tuesday, September 1, 2026, at 19:30, at Credition Library, Belle Parade, Credition, EX17 2AA.**

This meeting may be livestreamed via Facebook in order to allow Members of the Public to watch the meeting.

The purpose of the meeting is to transact the following business.

Rachel Avery FSLCC

Town Clerk

Wednesday, 26 August 2026

Please note that:

- Members of the Press & Public are invited to attend under the Public Bodies (Admission to Meetings) Act 1960. Members of the public will be given the opportunity to address councillors in attendance as part of the agenda.
- Under the Openness of Local Government Bodies Regulations 2014, any members of the public or press are allowed to take photographs, film and audio record the proceedings and report on all public sections of the meeting.
- Under the Local Government Act (LGA) 1972 Sch 12 10(2)(b), Credition Town Council is unable to make any decision on matters not listed within the agenda.
- Credition Town Council will always attempt to record and livestream meetings to Credition Town Council's social media platforms.

AGENDA

2026/038 - Public Question Time

To receive questions from members of the public relevant to the work of the council (CTC's adopted Standing Orders 3d, 3e and 3f; a maximum period of 3 minutes will be permitted for any person wishing to ask up to three questions, with a maximum of 15 minutes being allowed for this item)

2026/039 - Apologies

To receive and accept Town Councillor apologies (apologies should be made to the Town Clerk)

2026/040 - Declarations of Interest and Requests for Dispensations

2026/040.1 - To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda

2026/040.2 - To consider any dispensation requests (requests should be made to the Town Clerk prior to the meeting)

2026/041 - Order of Business

At the discretion of the Chair, to adjust, as necessary, the order of agenda items to accommodate visiting members, officers or members of the public

2026/042 - Chair's and Clerk's Announcements

To receive any announcements which the Chair and Town Clerk may wish to make (for information only)

2026/043 - Town Council Minutes

To approve and sign the minutes of the meeting held on **07 July 2026**, as a correct record (minutes will be issued with the agenda)

2026/044 - Town Council Committees and Sub-Committees

To ratify the minutes of the following Committee meetings:

Oversight Committee meeting held on 23 June 2026

Community Committee meeting held on 07 July 2026

Grants Sub-Committee meeting held on 21 July 2026

2026/045 - County and District Councillor Reports

To receive written reports, if received, from County and District Councillors

2026/046 - Reports from Outside Bodies

Haywards Educational Foundation

Crediton United Charities

Devon Association of Local Councils

Crediton Twinning Association

Boniface Link Association

Friends of Crediton Station
Sustainable Crediton
Boniface Trail Association
Crediton Chamber of Commerce
Okehampton Rail Forum
Age Concern Trustee Rail Future

2026/047 - Budget Virement

To receive the report regarding budget virement to cover insurance costs for Manor Office, and to approve the recommendations therein

2026/048 - Cyber Insurance

To receive the report regarding the purchase of cyber insurance, and to approve the recommendations therein

2026/049 - Transfer of funds to CCLA

To receive the report regarding transfer of funds to CCLA, and to approve the recommendations therein

2026/050 - Earmarked Reserves Transfer

To receive the report regarding an Earmarked Reserves transfer for the provision of grants, and to approve the recommendations therein

2026/051 - Manor Office Internal Building Works Procurement

To receive the report regarding procurement of internal building works at Manor Office

2026/052 - Civility and Respect

2026/052.1 - To consider and resolve that individual Members will sign the Civility and Respect Statement of Assurance

2026/052.2 - To receive the report regarding a Civility and Respect webpage and to approve the recommendations therein

2026/053 - Town Clock

To receive the report regarding repairs to the Town Clock, and to approve the recommendations therein

2026/054 - Greater Rural Exeter Area Town and Parish Council Meetings

To receive the report regarding Greater Rural Exeter Area Town and Parish Council Meetings, and agree the recommendations therein

2026/055 - Warding Arrangements

To note and discuss the warding arrangements for elections to Shadow Authorities in May 2027, and to agree any further action if necessary

2026/056 - Active Travel Motion

To receive and approve the following motion from Cllr Fawssett:

'CTC recognises that active travel is essential to mitigating climate change, improving health, and lowering costs. So, CTC expects its Councillors to walk, cycle or wheel to meetings; whenever possible.'

2026/057 - Community Bulletin

To receive the report regarding the creation of a Community Bulletin, and to consider the recommendations therein

2026/058 - Date of next meeting

To agree a change to the advertised meeting date from Tuesday 03 November to Tuesday 17 November 2026

2026/059 - Part II

To resolve that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following items as it involves the likely disclosure of sensitive and confidential information

2026/060 - Old Landscore School

To receive the confidential report regarding the OLS valuation and to agree any recommendations therein

2026/061 - Reports Pack**Attachments – for internal use only**

[2026-07-07 - Full Council - Minutes.pdf](#)

[2026-06-23 - Oversight Committee - Minutes.pdf](#)

[2026-07-07 - Community Committee - Minutes.pdf](#)

[2026-07-21 - Grants Sub-Committee - Minutes.pdf](#)

[Virement Report.docx](#)

[Cyber Insurance Report.docx](#)

[CCLA Report.docx](#)

[EMR Transfer Report.docx](#)

[Manor Office Tendering Report.docx](#)

[Councillors-Statement-of-Assurance.pdf](#)

[C and R Website Report.docx](#)

[Town Clock Report.docx](#)

[Greater Rural Exeter Area Report.docx](#)

[Email - ECC Warding.docx](#)

[Exeter Council.pdf](#)

[Combined Devon Wards Final.pdf](#)

[Community Bulletin Report.docx](#)



Minutes of the Full Council meeting held on Tuesday, July 7, 2026 at 19:30 at Credition Library, Belle Parade, Credition, EX17 2AA

Present:	Cllrs Steve Huxtable, Liz Brookes-Hocking, Guy Cochran (part meeting), Giles Fawssett, Jim Cairney, John Downes, Rachel Backhouse, Vix Frisby, Joyce Harris, Natalia Letch and Tim Stanford
Apologies:	Cllr Paul Perriman
In Attendance:	9 members of the public 1 member of the press Inspector Mark Arthurs Tim Bland, Events and Town Centre Officer (part meeting) Cath Kelly, Lead Youth Worker (part meeting)
Minute Taker:	Rachel Avery, Town Clerk

MINUTES

2026/017 PUBLIC QUESTION TIME

Cllr Huxtable opened the meeting and members introduced themselves.

Cllr Huxtable opened public question time with the following statement:

*Town council meetings are meetings **IN** public, not meetings **OF** the public. The law allows members of the public and the press admission to town council meetings so that they can observe democracy in action.*

It is important that councils make decisions transparently and openly, allowing members of the public to give their views and raise issues that the council may wish to consider, but it is also important to remember that members of the public do not have a formal role in the governance of the council, proposing or making decisions at local council meetings, including with regards to the minutes of meetings.

Clearly members of the public may also want to share their views on council priorities and actions, and indeed have the right to scrutinise council activities, and offer constructive comments.

All questions and comments must be factual, polite and restricted to matters over which the council has direct authority at Full Council meetings – for committee and sub-committee meetings the comments and questions must be in respect of items on the agenda.

The public participation session at council meetings is one of the options available, but more commonly letters/emails and telephone calls to the council, are avenues used by the majority of members of the public.

Members of the public must not publicly critique any employees or councillors performance or ability. This is especially true in the light of our signing of the pledge on Civility and Respect. Public criticism of staff and/or councillors is not welcome in any form and will not be tolerated at town council meetings.

All staff are employed by the council, not the community, and as employers the council manages its staff professionally and appropriately, but this is not done publicly, nor is it a matter for public oversight.

Should a complaint against staff and/or councillors be necessary details of the process is available on the CTC and MDDC websites.

A member of the public raised concerns about persistent antisocial behaviour around the bus stop and former bank area on the High Street, including drinking, rough sleeping in nearby doorways, and unsanitary conditions on the pavement. Cllr Huxtable said he would confer with the police after the meeting and requested the resident's contact details so the matter could be taken forward. A second member of the public added that they had noticed people sleeping in doorways early in the morning.

A member of the public raised a series of questions about the Manor Office project, focusing on the apparent capital cost, the risk of delay or cost escalation, the inability to accommodate a full council meeting on the ground floor because of conservation constraints, and whether disabled access could be reconciled with the flood-prevention measures at the entrance. The Chair did not open the matter for debate at that stage and confirmed that a full response would be provided separately.

A member of the public asked about disruption from the Tesco-related road works and queried what representations had been made on behalf of residents. In his role as County Councillor, Cllr Cairney replied that the works were Tesco's responsibility rather than a Devon County Council (DCC) project, although the county council handled the legal road closures. He said he had first discussed the matter with Tesco around four and a half months earlier, had met Tesco, the DCC Highway Officer, and the contractor, and was due to meet the site manager again the following day. He added that promised advance communication and leaflet drops had not taken place, that complaints had increased pressure to move quickly, and that recent high temperatures had caused difficulties with laying and cooling the surface material.

A member of the public questioned the proposed High Street Christmas lighting contract, asking why only one quote appeared to have been obtained for a 3-year arrangement at £11,000.00 per year excluding VAT, and whether the council was being asked to commit before permissions and all installation-related costs were confirmed. Cllr Huxtable said those points would be addressed when the council reached the substantive agenda item.

A member of the public asked who would open, close, test, and supervise the paddling pool if responsibility changed; members indicated that current and forward costings were believed to include twice-daily water testing but would confirm the detail.

2026/018 APOLOGIES

Decision: It was **resolved** to receive and accept apologies from Cllrs Perriman (personal). (Proposed by Cllr Huxtable)

2026/019 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

2026/019.1 TO RECEIVE DECLARATIONS OF PERSONAL INTEREST AND DISCLOSABLE PECUNIARY INTERESTS (DPI'S) IN RESPECT OF ITEMS ON THIS AGENDA

No personal interests or disclosable pecuniary interests were declared in respect of items on the agenda.

2026/019.2 TO CONSIDER ANY DISPENSATION REQUESTS (REQUESTS SHOULD BE MADE TO THE TOWN CLERK PRIOR TO THE MEETING)

No dispensation requests had been received.

2026/020 ORDER OF BUSINESS

There were no changes to the order of business.

2026/021 CHAIR'S AND CLERK'S ANNOUNCEMENTS

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

2026/022 TOWN COUNCIL MINUTES

Decision: It was **resolved** to **approve** the minutes of the Full Council meeting held on Tuesday 05 May 2026. (Proposed by Cllr Backhouse)

2026/023 TOWN COUNCIL COMMITTEES AND SUB-COMMITTEES

Minutes of the following meetings were reviewed:

- Community Committee held on 12 May 2026

Decision: It was resolved to ratify the minutes of the Community Committee held on 12 May 2026. (Proposed by Cllr Cairney)

- Oversight Committee held on 12 May 2026

Decision: It was resolved to ratify the minutes of the Oversight Committee held on 12 May 2026. (Proposed by Cllr Huxtable)

2026/024 POLICE REPORT

Standing orders were suspended (Proposed by Cllr Huxtable)

Inspector Mark Arthurs introduced himself as the Neighbourhood Policing Inspector for Mid Devon and explained the scale of the sector, which covers 62 parishes and towns. He said that frequent attendance at town and parish meetings was not realistic, but argued that the relationship with local councils needed to be modernised through more direct and effective communication.

He thanked councillors for their community role and said his team's work focused on medium- to long-term community problems rather than only immediate incidents.

A central message was that residents should not rely on social media to contact the police. Inspector Arthurs said tagged posts on local Facebook pages were not an effective reporting route and urged use of the police website, 101, and the community messaging service previously known as DC Alert. He undertook to provide the clerk with contact details for the local policing team, his own email address, and Sergeant Sarah Stevens' email address, so that councillors and residents could escalate concerns where they felt a matter had not been handled properly.

He outlined current resources as 8 neighbourhood police constables supervised by Sergeant Sarah Stevens, 4 police community support officers in post (though there should be 8), and the wider support of response officers handling 999 calls. He also noted opportunities for local insight patrols and recruitment. In crime and antisocial behaviour terms, he reported 116 antisocial behaviour incidents across Mid Devon in the last 90 days, equivalent to 1.29 incidents per day, and 15 incidents in Crediton town in the same period, or 0.14 per day, while cautioning that under-reporting remained a significant issue.

Inspector Arthurs encouraged councillors to help set policing priorities by feeding local concerns into the policing team so that additional resources could be requested where justified. He referred to neighbourhood support teams based in Exeter and Barnstaple that could be deployed where a defined problem warranted extra capacity. He stressed, however, that many persistent problems could not be solved quickly and often required district, county, health, and social care partners as well as police involvement.

Turning to crime figures available through the police website, he said recorded crime in Crediton town was up 30 per cent over the last 12 months, although some categories were heavily affected by low baseline numbers. He cited a 260% rise in shoplifting and said 126 shoplifting offences had been recorded. He linked part of that increase to improved reporting through business engagement, and a recent arrest that had led to conviction scheduled for the following morning, together with an application for a criminal behaviour order. He also noted that residential burglary was down 23%, robbery down 33%, rural Crediton was up 16%, and Mid Devon overall was up only just over 3%.

On antisocial behaviour in the town centre, Inspector Arthurs said Crediton had not attracted the hotspot funding that supported street marshals in Tiverton because local incident and risk levels were comparatively lower. He confirmed that the police, the Town Clerk, CTC, and MDDC had pursued a Public Spaces Protection Order, which was now in the pipeline and could be implemented in around 4 weeks. He said the order was expected to run for 3 years and would give both police and MDDC additional enforcement powers in the defined central area. He also reported that a previous funding bid for street marshals in Mid Devon had been unsuccessful.

Members and residents then pressed him on support for vulnerable people affected by any enforcement measures. In response, he said the PSPO was only one tool and that the broader issue required joint work with the NHS, and other agencies, because many of the individuals involved had wider needs. He acknowledged a point raised that police referrals did not always appear to reach the expected teams and would review this.

Further exchanges focused on whether the High Street problems described earlier could be resolved immediately. Inspector Arthurs said he could not promise that the situation would be fixed the next day, but explained that police had already been working on broader measures, and that local officers had even cleaned the area themselves on one recent occasion despite that not being a policing duty. He accepted that the police had not communicated their background work well enough and agreed that more public awareness was needed about what counted as antisocial behaviour and how to report it.

Standing orders were reinstated (Proposed by Cllr Huxtable)

2026/025 COUNTY AND DISTRICT COUNCILLOR REPORTS

No written county or district councillor reports were available for circulation at that point in the meeting. The Town Clerk noted that a written report from District Cllr John Downes had been received and would be issued with the minutes.

2026/026 REPORTS FROM OUTSIDE BODIES

Hayward's Educational Foundation: Cllr Cairney said no meeting had been held but work had been carried out to improve the appearance of the tree that had previously caused concern.

Crediton United Charities: Cllr Harris reported that Crediton United Charities continued to meet regularly to discuss confidential matters.

Twinning Association: Cllr Huxtable reported that 11 members had travelled to Avranches in mid-June for a reception and long weekend, that the visit had been very well received, and that fundraising events were being planned ahead of the return visit next year.

Boniface Link Association: Cllr Harris reported regular meetings and a programme of forthcoming events, including a barbecue the following week, with broader plans still being developed to maintain links with the other Boniface communities.

Sustainable Crediton: Cllr Backhouse said the group still wanted Mel Stride MP to lend support to calls for an emergency climate briefing on the model of the COVID-era approach, and reiterated that an open invitation remained in place to attend Crediton for a second screening of the film.

Boniface Trail Association: Cllr Fawssett stated that a January visit to County Hall had produced an indication that fuller detail would follow within 2 months, but that no update had been received despite further chasing. The Town Clerk confirmed that a letter had been sent on 10 June and no reply had yet been received.

Age Concern: Cllr Frisby confirmed that she was due to meet the manager on 21 July.

Railfuture: Cllr Huxtable confirmed that he would be attending a meeting in Exeter on the coming Thursday, with a report back to follow.

2026/027 MEMBERS' REGISTER OF INTERESTS

Decision: The Town Clerk's report on Members' Registers of Interest was received and **noted**.

2026/028 NEWCOMBES MEADOW

2026/028.1 TO CONSIDER A RESPONSE TO MDDC REGARDING STYLE OF REPLACEMENT BENCHES (19 EXISTING SEATS AND A FURTHER 6 EMPTY BASES) USING S106 FUNDS

The Town Clerk advised that the matter had first been discussed on 4 April 2023, when members had asked for fuller information on the 25 benches involved. That information had not been supplied.

Members favoured progressing the matter quickly, particularly while the earmarked Section 106 funding remained available.

Decision: It was **resolved** to **approve** a like-for-like approach to the replacement benches at Newcombes Meadow.

2026/028.2 TO RECEIVE THE REPORT REGARDING OUTDOOR GYM EQUIPMENT AND TO CONSIDER THE RECOMMENDATIONS THEREIN

Cllr Cochran left the meeting at 20.33

Cllr Brookes-Hocking introduced the recommendation not to proceed with the outdoor gym proposal, arguing that the project had remained unresolved for many years, had never been clearly requested by residents, and had become cost-prohibitive. She recalled earlier district-level interest in placing equipment in the park while charging CTC for the land, and said the current position still reflected MDDC's project rather than a CTC priority. She also noted that a previous sports funding application had failed in part because there was no clear evidence that the scheme was actually required.

Standing Orders were suspended (Proposed by Cllr Huxtable)

During public participation on this item, a resident asked whether the results of the earlier survey could be revisited, partly to judge what weight should be given to such consultation. The Town Clerk summarised the 2017 survey results as 31 responses in total, with 11 in favour, 13 saying the location was wrong, 2 wanting no equipment, and 5 opposed altogether. She added that only one location had been identified and that the Section 106 funding could not simply be moved to a different site.

Standing Orders were reinstated (Proposed by Cllr Huxtable)

Decision: It was **resolved** not to proceed with the outdoor gym proposal for Newcombes Meadow on the grounds that it was cost-prohibitive and insufficiently justified. (Proposed by Cllr Brookes-Hocking)

2026/029 MEMBER ATTENDANCE

Decision: It was **resolved** to **approve** the Town Clerk's report on Members' Registers of Interest. (Proposed by Cllr Harris)

2026/030 MANOR OFFICE

A member of the public sought to return to points raised earlier about the project, but the Chair declined to reopen discussion under this item

Decision: The Town Clerk's report on Manor Office was **noted**.

2026/031 OLD LANDSCORE SCHOOL

Members considered the quotations for a survey and valuation of Old Landscore School. The discussion quickly narrowed to whether any new survey work was needed at all, or whether spending could be limited by commissioning only a valuation based on the existing 2021 survey information.

The Town Clerk clarified that the valuation-only option would cost £600.00, based on utilising the existing 2021 survey.

Decision: It was **resolved** to **approve** a valuation only, at a cost of £600.00. (Proposed by Cllr Brookes-Hocking)

2026/032 HIGH STREET CHRISTMAS LIGHTING

Members considered a proposal for new High Street Christmas lighting based on a quote from the existing supplier, Event Power Engineering, for a 3-year arrangement at £11,000.00 per year excluding VAT. The Town Clerk explained that the wider procurement exercise had already been carried out less than a year earlier and that the current price came in below the figures previously considered in September 2025. She also clarified that the supplier's familiarity with the existing arrangements and liabilities around street fittings was relevant to the recommendation.

Members asked about infrastructure and compliance. The Town Clerk explained that the catenary wires were inspected annually and that new infrastructure would be used rather than relying on old tree/light fittings. She added that implementation would still depend on building owner consent, electrical agreements, DCC approvals, and confirmation that suitable heights and power supplies could be achieved for each span.

Cllr Brookes-Hocking stated that Christmas lighting was expensive but remained important to the character of the town, and that expanding the cross-street lighting would make a visible difference on a High Street that was otherwise difficult to decorate effectively. Cllr Letch seconded that view, saying cost control should not come at the expense of making the town feel bleak.

Cllr Backhouse suggested that, in the longer term, members might visit other towns to look at alternative approaches and more cost-effective ideas.

Cllr Huxtable clarified that approval was being sought in principle at a maximum installation cost under the quoted terms, with additional electricity and licensing costs still separate and some reduction possible if not all proposed spans could be delivered.

Decision: It was **resolved to approve** the quote from Event Power Engineering, in principle, for a 3-year arrangement at a maximum installation cost of 11,000 pounds per year excluding VAT, subject to the necessary permissions and site constraints. (proposed by Cllr Brookes-Hocking)

2026/033 ST LAWRENCE GREEN TELEPHONE BOX

Members considered the recommendation carried forward from the earlier Community Committee discussion so that work on the listed telephone box could begin without delay.

Decision: It was **resolved to approve** Contractor C (A Gibb Painting and Decorating), as recommended by the Community Committee. (Proposed by Cllr Brookes-Hocking)

2026/034 DATE OF NEXT MEETING

It was **noted** that the next meeting would take place on Tuesday 1 September 2026.

2026/035 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)

The Events and Town Centre Officer left the meeting
The Lead Youth Worker joined the meeting

2026/036 YOUTH WORK STAFFING

Consideration was given to the Part II report regarding Youth Work Staffing.

Decision: It was **resolved to approve** proposal 3.1.2 as detailed with the confidential report. (Proposed by Cllr Downes)

APPENDIX

2026/037 REPORTS PACK

Signed

Dated.....



Minutes of the Oversight Committee, held on Tuesday 23 June 2026, at 19:30 at Credition Library, Belle Parade, Credition, EX17 2AA

Present: Cllrs Rachel Backhouse, Joyce Harris, Vix Frisby, Liz Brookes-Hocking and Steve Huxtable

Apologies: Cllrs Guy Cochran and John Downes

In Attendance: Two members of the public

Minute Taker: Rachel Avery, Town Clerk

MINUTES

13 WELCOME AND INTRODUCTION

Cllr Backhouse welcomed everyone to the meeting and members introduced themselves.

14 PUBLIC QUESTION TIME

A member of the public asked questions about climate change and whether the council accepted established scientific evidence (e.g. rising temperatures, extreme weather, risks to food and water, ecosystem damage, and health impacts).

Cllr Backhouse confirmed that this committee recognises climate change in scientific terms, highlighted an invitation to Mel Stride MP to meet residents at a National Emergency Briefing film event, and noted the committee's support for strong leadership and the growing relevance of local politics.

Concerns were raised about the cancellation of a previous meeting and other non-agenda issues; however, Cllr Backhouse ruled these out of scope of the committee, emphasising that questions must relate to the published agenda as per Standing Orders.

Cllr Brookes-Hocking proposed the speaker not be heard further due to concerns about the tone in which they were asking questions.

A question on asset transfer transparency was addressed by Cllr Backhouse, who confirmed it was included in Part I of the agenda and would be discussed openly during the meeting.

Additional questions on unrelated matters (including the Manor Office and a weed and sweep project) were also ruled out of scope of the committee. Cllr Backhouse advised that broader issues should be directed to Full Council and submitted in advance by email for more comprehensive responses.

15 APOLOGIES

Decision: It was resolved to accept apologies from Cllrs Cochran (holiday) and Downes (personal). (Proposed by Cllr Harris)

16 DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS

16.1 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.

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

There were no dispensation requests.

17 CLIMATE EMERGENCY

It was **noted** that decisions would be made with the climate emergency at the forefront of decision and policy making. Cllr Backhouse linked this to the earlier public questions and briefly remarked on the day's heat as a practical reminder of the issue's relevance.

18 ORDER OF BUSINESS

There were no changes to the order of business.

19 CHAIR'S AND CLERK'S ANNOUNCEMENTS

There were no announcements.

20 OVERSIGHT COMMITTEE MINUTES

Decision: It was **resolved** to **approve** the minutes of the meeting held on Tuesday 12 May 2026. (Proposed by Cllr Brookes-Hocking)

21 FINANCE

21.1 TO RECEIVE AND APPROVE TRANSACTIONS BETWEEN 01 MAY 2026 AND 31 MAY 2026

Decision: It was **resolved** to **approve** transactions between 01 May 2026 and 31 May 2026. (Proposed by Cllr Harris)

21.2 TO RECEIVE AND APPROVE THE BANK RECONCILIATION TO 31 MAY 2026

Decision: It was **resolved** to **approve** the bank reconciliation to 31 May 2026. (Proposed by Cllr Harris)

21.3 TO NOTE BANK ACCOUNT BALANCES TO 31 MAY 2026

Bank account balances as of 31 May 2026 were **noted**.

21.4 TO NOTE YOUTH FINANCES TO 31 MAY 2026

Youth finances to 31 May 2026 were **noted**.

21.5 TO NOTE YEAR TO DATE BUDGET TO 31 MAY 2026

Members reviewed and **noted** the year-to-date budget to 31 May 2026 and drew attention to headings where expenditure had already reached or exceeded expected levels:

- Annual grants to community groups line were highlighted at 102% percent. The Town Clerk confirmed that a virement had been approved by Full Council (2026/409, 03 February 2026)
- Newcombes Meadow toilets water, which appeared over budget. The Town Clerk confirmed that this reflected an estimated bill and that a meter reading had now been submitted, so the charge should reduce once adjusted
- Landscare Business Rates were higher than expected. The Town Clerk confirmed that a virement had been approved by Full Council (minute reference 2026/520, 21 April 2026)

21.6 TO NOTE EARMARKED RESERVES BALANCES TO 31 MAY 2026

Earmarked reserve balances to 31 May 2026 were **noted**.

22 MILEAGE EXPENSES CLAIM INCREASE

Decision: Members **noted** the report regarding the mileage expenses claim, which had risen from 45p to 55p per mile. Members observed that the proposed increase was consistent with government announcements and commented more broadly on rising costs.

Members also remarked that public transport and car sharing remained preferable where practical.

23 REVIEW AND ADOPTION OF POLICIES

Members reviewed and considered the following policies:

Performance Management Policy

Decision: It was **resolved** to **approve** the policy, with no amendments. (Proposed by Cllr Harris)

Procurement Policy

Decision: It was **resolved** to **approve** the policy, with no amendments. (Proposed by Cllr Harris)

Cllr Huxtable requested that the delivery of sustainability aims should be discussed at a future relevant committee meeting. The Town Clerk advised that the SLCC had published a new sustainability information hub, and would speak to Cllr Fawssett.

Member/Officer Relations Protocol

Decision: It was **resolved** to **approve** the policy, with no amendments. (Proposed by Cllr Harris)

Recruitment of Ex-Offenders Policy

Decision: It was **resolved** to **approve** the policy, with no amendments. (Proposed by Cllr Harris)

Value for Money Statement

Decision: It was **resolved** to **approve** the policy, with no amendments. (Proposed by Cllr Harris)

Time Off In Lieu and Overtime Policy

Decision: It was **resolved** to **approve** the policy, with no amendments. (Proposed by Cllr Backhouse)

Whistleblowing Policy

Decision: It was **resolved** to **approve** the policy, with no amendments. (Proposed by Cllr Backhouse)

Code of Conduct for Working with Young People

Decision: It was **resolved** to **approve** the policy, with no amendments. (Proposed by Cllr Harris)

It was **noted** that this policy was required as part of the new three-year term insurance policy.

24 **BRANDED GAZEBO PURCHASE**

Members reviewed a report on purchasing a branded gazebo. The Town Clerk advised that although three quotes had been requested in line with procurement requirements, only one had been received so far, as two suppliers had yet to respond following submission of specifications and logo details.

Members discussed whether to proceed, citing concerns about transport and frequency of use, including recent difficulties moving equipment. However, it was acknowledged that CTC often attends events without clear branding and that the current banner setup is impractical and visually ineffective. Members also noted, with thanks, the recent support from the Royal British Legion in transporting equipment.

Cllr Huxtable proposed delegating authority to complete the purchase once further quotes had been pursued, with a spending cap of £1215.00 including VAT.

Decision: It was **resolved** to **approve** that authority be delegated to the Town Clerk to complete the branded gazebo purchase, after pursuing the remaining quotes, up to a maximum of £1215.00 including VAT, the full cost being taken from general reserves. (Proposed by Cllr Huxtable)

25 **BIG BONIFACE BASH**

Members reviewed the report on the cancellation of the Big Boniface Bash. Members were reminded that the event could not proceed because wind speeds had risen above a safe level, creating risks for gazebo use. The report focused on the unavoidable costs that had already been incurred. Members recalled that event cancellation insurance had been discussed previously but had been judged too expensive relative to the eventual loss figure.

The Town Clerk explained that some expenditure had been partially mitigated. Several acts originally booked for the Big Boniface Bash were now able to perform at the Food Festival. An additional £260.00 paid to Turning Tides for the well dressing would also be used at a Folklore Library event in August. Members also discussed the residual costs of advertising, bins, printing and replacement date stickers for gateway signs, with the stickers having been used to cover the previous year's date rather than replacing the banners entirely.

There was a discussion regarding bin charges, which members considered frustrating given prior difficulties with bin provision.

A member of the public raised a question. Cllr Backhouse moved to suspend standing orders to allow the question, but the committee voted not to do so.

Decision: The contents of the report was **noted**.

26 LOCAL GOVERNMENT REORGANISATION

26.1 TO RECEIVE A VERBAL REPORT BY CLLR BACKHOUSE REGARDING THE DCC/DALC LGR EVENT

Cllr Backhouse gave a verbal report on the Devon County Council and DALC Local Government Reorganisation event attended the previous day. The report forms part of the minutes at Appendix A.

Cllr Brookes-Hocking reflected on the challenge created when councillors held roles across multiple tiers of local government, suggesting that divided loyalties could complicate negotiation. That led into a wider point about the need to improve negotiation skills across the council. A recent training course was described positively, and members expressed interest in sharing the learning from it more widely. It was also observed that there was no legislation requiring asset transfer arrangements to be fair or cost neutral, making informed negotiation important.

26.2 ASSET TRANSFER WORKING GROUP

Members considered the report and discussed the distinction between the recently submitted expressions of interest and any later decision to accept responsibility for assets. A direct question was raised as to whether filing the initial forms created any moral or legal obligation, and the Town Clerk confirmed that it did not. The purpose at this stage was to secure information and heads of terms so that assets could be reviewed properly before any commitment was made.

Once responses from MDDC were received, the working group would assess each asset against the council's asset transfer policy before any further recommendation came forward.

Transfer of the Town Square was discussed, which the Town Clerk had confirmed to MDDC is to be treated as a separate and longstanding issue rather than part of the wider reorganisation process. It was noted that transfer of the Town Square had been pursued for many years, including earlier proposals for a lease that the council had asked to convert into a full transfer ahead of Local Government Reorganisation. The Town Clerk reported that MDDC had again said the matter was still with legal, despite repeated chasing. Concern was expressed that, if unresolved, the Town Square could become entangled in the wider reorganisation and later be offered back to the town on less favourable terms. Members therefore indicated that the issue should remain on future agendas.

A member of the public raised a question. Cllr Backhouse moved to suspend standing orders to allow the question, but the committee voted not to do so.

Decision: It was **resolved to approve** that expressions of interest would be submitted for each MDDC-owned asset in Crediton shown on the published map. (Proposed by Cllr Huxtable)

Decision: It was **resolved to approve** that the Asset Transfer Working Group would assess each asset against policy once responses were received from MDDC. (Proposed by Cllr Huxtable)

27 DATE OF NEXT MEETING

The committee noted that the next meeting would take place on Tuesday 28 July 2026.

28 PART II

Decision: The public and press were excluded from the meeting under section 1(2) of the Public Bodies Admission to Meetings Act 1960 for the remaining confidential business.

29 YOUTH WORK STAFFING

Decision: It was **resolved** that this item would be considered by Full Council on 07 July 2026. (Proposed by Cllr Huxtable)

30 REPORTS PACK

Signed

Dated.....

Local Government Reorganisation (LGR) Information Session – DCC

Report by Cllr Backhouse

22/06/26

Attendees: Representatives, town clerks, and councillors from town and parish councils across the county.

1. Overview, Timeline and Vesting Day

We were given an initial overview of Local Government Reorganisation (LGR), outlining timelines, and potential implications for town and parish councils. Many elements remain uncertain but the decision on which model is being selected should be made public before the end of July, leading up to **“Vesting Day” on 1 April 2028**. **Vesting Day** is the point at whichever new unitary authority formally takes over responsibility from existing councils. On this date, **powers, services, staff, assets, and liabilities legally transfer**, marking the official start of the new local government arrangements. It may also signal the beginning of further service devolution to town and parish councils.

2. Potential Service Transfers and Capacity

Many discretionary services could be devolved to town and parish councils. This raises questions about **capacity**. Council will need to carefully assess:

- What services it can realistically deliver
- The risks of taking on responsibilities beyond operational capability

3. Community Impact and the Need for a Town-Wide Audit

LGR is expected to have **far-reaching impacts**.

A key takeaway was the importance of undertaking a **comprehensive town-wide audit** of:

- Existing services
- Community assets
- Infrastructure

This will be essential for informed decision-making and effective negotiation during the transition.

4. Sentiment, Support and Voluntary Arrangements

There was clear **scepticism in the room**, with some clerks and councillors raising concerns about capacity, fairness of assets being offered, and expectations.

The County Council emphasised its intention to support councils through the transition, with the mantra **“End well, start well.”**

Although service uptake is encouraged to be **voluntary**, concerns were raised that councils will feel pressure to take on services under the implication that “if you don’t take it on, it may be lost”. Some felt this risk may be overstated in the short term.

5. Uncertainties, Assets and Risk

Significant uncertainties remain, including:

- The final decision on the **unitary structure** (expected by August)
- Whether **May 2027 elections** will proceed as normal or be postponed

There was discussion about the transfer of **assets and funding**, alongside concern that some assets may effectively represent **liabilities**. There is no legislative guarantee of a fair balance, so councils will need to:

- Be firm in negotiations
- Avoid over-commitment
- Aim for a **cost-neutral position** wherever possible.

6. Relationships, Next Steps and Key Takeaways

The session was valuable for **networking and relationship-building**, with agreement on the importance of positive, collaborative working across councils.

A further meeting is expected in **Autumn**, by which time the unitary structure and responsibilities should be clearer.

Key takeaways:

- Undertake a full audit of town services and assets
- Assess realistic capacity before accepting new responsibilities
- Strengthen cluster and cross-council relationships
- Approach negotiations confidently, cautiously, and pragmatically



**Minutes of the Community Committee meeting held on Tuesday, July 7, 2026
at 18:00 in Credition Library, Belle Parade, EX17 2AA**

Present: Cllrs Liz Brookes-Hocking, Jim Cairney, Steve Huxtable, Vix Frisby, Giles Fawssett, Joyce Harris and Tim Stanford (part meeting)

Apologies: Cllr Guy Cochran

In Attendance: 6 members of the public
1 member of the press
Steve Densham, Mid Devon District Council
Rachel Avery, Town Clerk
Tim Bland, Events & Town Centre Officer

Minute Taker: Emma Anderson

MINUTES

19 WELCOME AND INTRODUCTION

Cllr Brookes-Hocking opened the meeting and members introduced themselves.

20 PUBLIC QUESTION TIME

At the opening of public question time, the Cllr Brookes-Hocking advised that questions relating to the paddling pool would be taken at the point where the agenda item was discussed.

No other public questions were raised at this stage.

21 APOLOGIES

Decision: It was **resolved** to receive and accept apologies from Cllr Cochran (attending another meeting). (Proposed by Cllr Brookes-Hocking)
No apologies were received from Cllr Stanford, however, Cllr Stanford joined the meeting late.

22 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

22.1 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.

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

No dispensation requests had been received.

23 CLIMATE EMERGENCY

Members **noted** that decisions would be taken with the climate emergency at the forefront of decision and policy making.

24 ORDER OF BUSINESS

Given the substantial public interest in the paddling pool item, the Chair proposed item 32, would be taken at the end of the agenda. The Chair explained that this would allow the committee to complete the remaining business first while preserving as much time as possible for the later discussion.

Decision: It was **resolved** that item 32 would be taken after item 36. (Proposed by Cllr Brookes-Hocking)

25 CHAIR'S AND CLERK'S ANNOUNCEMENTS

There were no announcements.

26 COMMUNITY COMMITTEE MINUTES

Decision: It was **resolved to approve** the minutes of the Community Committee meeting held on 12 May 2026. (Proposed by Cllr Cairney)

27 MID DEVON DISTRICT COUNCIL PLANNING APPLICATIONS:

Members reviewed the following planning applications:

26/00745/CAT | Notification of intention to fell 2 Cypress trees (T1, T2) in a Conservation Area | 1 Hawthorn Road Crediton Devon EX17 2DF

Decision: It was **resolved** to recommend NO OBJECTION, but request that a suitable replacement is planted. (Proposed by Cllr Harris)

26/00816/LBC | Variation of conditions 3 and 4 of Listed Building Consent 22/00068/LBC (Listed Building Consent for conversion of farmhouse and buildings to 17 dwellings) to align implementation requirements with the associated planning permission | Wellparks Exeter Road Crediton Devon EX17 3PJ

Decision: It was **resolved** to OBJECT on the grounds that the planning officers made the right decision including the conditions in the original planning application. (Proposed by Cllr Brookes-Hocking)

26/00795/MOUT | Variation of condition 24(i) of planning permission 09/00244/MOUT (Mixed use development comprising full details relating to food store, petrol filling station and change of use/refurbishment of redundant Class B8 building to provide 4 residential units; and Outline proposals for family pub/restaurant, residential development (36 units), class B1a office use; Class B1c light industrial use, drainage works, highway works and landscaping (revised food store design and minor changes to car park)) to remove the requirement for the 'Bus Gate' from the approved access road linking the development to Station Approach | Land at NGR 284308 99430 (South Of Exeter Road) Station Approach Crediton Devon

Decision: It was **resolved** to OBJECT due to the lack of information relating to the impact on residents in the area, traffic calming and safe cycling. (Proposed by Cllr Brookes-Hocking, Cllr Cairney abstained)

26/00782/FULL | Change of use from unrestricted B2/B8 industrial use to an auction house (Use Class E) for in-person and online auctions | Unit 1 Marsh Lane Lords Meadow Industrial Estate Crediton Devon EX17 1ES

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

26/00839/HOUSE | Erection of single storey front extension; alterations to and recladding of existing rear store to include insertion of window; widening of existing driveway to provide additional off-street parking; and rebuilding of front boundary wall | 2 Okefield Ridge Crediton Devon EX17 2EG

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

Task: Submit planning comments to MDDC @Emily Armitage

28 MID DEVON DISTRICT COUNCIL PLANNING DECISIONS:

Members **noted** the planning decisions.

29 CREDITON URBAN TASKFORCE [CUT!]

Members received and **noted** the report. Members thanked those involved and recognised the continuing work being carried out, noting the positive contribution it was making locally.

30 PEOPLES PARK

Members received and **noted** the report. Members thanked those contributing to the work in the park.

31 TOWN SQUARE BENCHES

Members discussed the benches on the square, including the cleaning and ongoing maintenance. It was agreed that replacement benches would not be purchased now, with 15 benches now available rather than the original 12, and to assess how the two heavier plastic benches are used over summer.

Decision: It was **resolved** to sand and treat the 13 wooden benches in the Autumn, at a total cost of £780. (Proposed by Cllr Brookes-Hocking)

Decision: It was **resolved** to clean the benches at a cost of £30 per clean until the end of September as required, with fortnightly cleaning set as the maximum frequency. (Proposed by Cllr Brookes-Hocking)

Decision: It was **noted** that provision for future bench expenditure should be included in the budget planning for 2027-28, including regular cleaning, maintenance and replacements.

Task: Instruct contractor to clean the town square benches and treat them in the Autumn @Emma Anderson

32 NEWCOMBES MEADOW PADDLING POOL

Agenda item taken as item 36

32.1 TO CONSIDER AND AGREE REQUIRED CONTINGENCY FUNDS FOR ANY PROPOSED WATER PLAY INSTALLATION, FOR INCLUSION IN FINANCIAL INFORMATION FOR THE PURPOSES OF THE SURVEY

Agenda item taken as item 36.1

Standing orders were suspended

Cllr Brookes-Hocking advised members of the public that Steve Densham, an officer at Mid Devon District Council (MDDC) was in attendance to answer some of the questions they may have. Amongst the discussion, members of the public presented the following questions:

- Has replacing the existing paddling pool been costed in environmental terms, including water use and the impact from removing and replacing with new materials? Cllr Brookes-Hocking confirmed these costings would be investigated, including the use of grey water.
- Is the current facility in fact meeting local needs as it is? Cllr Brookes-Hocking advised that the aim of the survey is to find out what locals want to see.
- Would a make-do-and-mend option be viable? If the existing facility could continue beyond the end of the decade, that option should be available for public consideration. Steve Densham covered this point in the statement below.
- Information regarding the upgrade of Tiverton's paddling pool had been received, and it suggested that the pool in Tiverton could be repaired at a cost of £90,000. Steve Densham noted that the situation in Tiverton is not relevant to this discussion.
- The guidance referred to does not apply legally, as it does not relate to paddling pools. Steve Densham explained that the guidance is for public swimming pools, however there is no other guidance to refer to.
- Concern was also raised that the survey as drafted appeared to assume provision of a toilet block alongside any retained or renewed water play, rather than asking whether water play without a toilet should also remain an option. The committee agreed to amend the survey so that water play without a toilet would be included.

Steve Densham explained that the paddling pool was last upgraded 25-30 years ago. Current guidance refers to manual dosing checks every 2 hours and automatically dosed pools still being tested 3 times a day. The current operation in Crediton involves water testing twice daily for pH and sanitiser. He said the current water circulation rate is around 3 hours, whereas guidance refers to 10 to 45 minutes. To move the existing pool toward that standard would require increasing from 2 inlets and 2 outlets to 6 inlets and 6 outlets, and larger pipework, which could not realistically be put into the ageing concrete structure without potentially compromising its integrity.

Cllr Stanford joined the meeting at 18.52

Steve Densham also explained that any new plant would need to be brought above ground because the current below-ground plant space no longer provides a reasonable place of work. Mr Densham suggested that although the guidance is for swimming pools, MDCC are calling time on the risks associated with the current pool.

Standing orders were reinstated

Members concluded that they were not in a position to agree a contingency figure at this meeting, due to unknown costs. It was acknowledged that the Band D cost information in the survey would therefore increase once contingency and longer-term maintenance costs were known and the survey would clearly state that these costs are not currently included.

Decision: It was **resolved** that contingency funds would not be included in the survey at this stage as further information is required. (Proposed by Cllr Brookes-Hocking)

32.2 TO RECEIVE THE REPORT REGARDING THE DRAFT NEWCOMBES MEADOW WATER PLAY SURVEY, AND CONSIDER THE RECOMMENDATIONS THEREIN *Agenda item taken as item 36.2*

Cllr Brookes-Hocking proposed publishing the survey now as per the report, with the amendment to include water play without a toilet in the options.
This proposal was not carried.

Cllr Huxtable proposed delaying the issue of the survey until fuller costings, including expected life of the pump room and/or toilet and pool/splashpad, and a reworked survey structure had been completed.
This proposal was not carried.

Decision: It was **resolved** to proceed with publishing the survey on 10 July as per the report, with the amendment to include an option of water play without a toilet, while complete costings are investigated over the following month and communicated to the public when available. (Proposed by Cllr Brookes-Hocking)

Task: Amend Newcombes Meadow Water Play Survey to include an option of water play without a toilet block and publish on Friday 10 July @Emma Anderson

Task: Obtain additional information regarding contingency costs and sinking costs for the proposed water play options @Emma Anderson, Rachel Avery

33 ST LAWRENCE GREEN TELEPHONE BOX

Agenda item taken as item 32

The committee considered quotations for repainting St Lawrence Green telephone box. The discussion focused on the quality of the proposed approach rather than lowest price alone.

Decision: It was **resolved** to instruct Contractor C to repaint St Lawrence Green telephone box, with a recommendation going to Full Council to spend from EMR 368. (Proposed by Cllr Brookes-Hocking)

Task: Instruct Contractor C to repaint the telephone box at St Lawrence Green, subject to Full Council approval. @Emma Anderson

34 POSTBOX CORNER

Agenda item taken as item 33

Members discussed the report. Although it was noted that existing volunteers were content to step over the railings, members ultimately considered that a gate would be the safer and more practical option. Members also recognised the improvement made to the area and thanked Sustainable Crediton and residents involved.

Decision: It was **resolved** to instruct the contractor to make and install railings at Postbox Corner with a gate included. (Proposed by Cllr Brookes-Hocking)

Task: Instruct contractor to make and install railings around Postbox Corner flower bed @Emma Anderson

35 PLAN MID DEVON SCOPING CONSULTATION

Agenda item taken as item 34

Decision: It was **resolved** to delegate preparation of the council's corporate response to Cllrs Brookes-Hocking and Fawssett. (Proposed by Cllr Brookes-Hocking)

Task: Prepare the council's corporate response to the Plan Mid Devon scoping consultation. @Giles Fawssett, Liz Brookes-Hocking

36 ACTIVE TRAVEL*Agenda item taken as item 35*

Cllr Fawssett introduced his report by linking active travel to the council's climate emergency declaration made 7 years earlier and government funding available for active travel. He argued that councillors should lead by example in a town where many journeys should be manageable locally. Cllr Huxtable offered to work with Cllr Fawssett to refine the wording and bring forward a developed proposal to present to Full Council.

Task: Cllrs Fawssett and Huxtable to work together to finalise an Active Travel proposal for presentation to Full Council. @Steve Huxtable, Giles Fawssett

37 DATE OF NEXT MEETING

It was **noted** that the date of the next meeting would be Tuesday 28 July 2026. The meeting closed at 19.08.

38 REPORTS PACK

Signed

Dated.....



**Minutes of the Grants Sub-Committee held on Tuesday 21 July 2026, at 13:00, Manor Office,
6 North Street, Credition, EX17 2BT**

Present: Cllrs Steve Huxtable, Liz Brookes-Hocking, John Downes, Vix Frisby (part meeting) and Joyce Harris

Minute Taker: Emily Armitage

MINUTES

1 ELECTION OF CHAIR FOR 2026-27

The meeting opened with an apology that the agenda numbering had carried over incorrectly from a template.

Decision: It was **resolved** to elect Cllr Huxtable as Chair of the Grants Sub-Committee for 2026-27 (Proposed by Cllr Harris).

2 ELECTION OF DEPUTY CHAIR FOR 2026-27

Decision: It was **resolved** to elect Cllr Liz Brookes-Hocking as Deputy Chair of the Grants Sub-Committee for 2026-27 (Proposed by Cllr Harris).

Cllr Frisby joined the meeting at 13.03

3 WELCOME AND INTRODUCTION

Cllr Huxtable welcomed everyone to the meeting and members introduced themselves.

4 PUBLIC QUESTION TIME

The Chair confirmed that no members of the public were present for public question time.

5 APOLOGIES

No apologies were reported.

6 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

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

Members were asked whether they had any personal interests or disclosable pecuniary interests in relation to items on the agenda. No declarations were made.

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

The Clerk confirmed that no dispensation requests had been received before the meeting, and no further requests were raised during the item.

7 ORDER OF BUSINESS

No adjustment was requested.

8 CHAIR'S AND CLERK'S ANNOUNCEMENTS

Neither the Chair nor the Clerk had announcements to bring forward under this item.

9 GRANTS COMMITTEE MINUTES

Decision: It was **resolved** to approve the minutes of the meeting held on Thursday 22 January 2026 as a correct record. (Proposed by Cllr Brookes-Hocking).

10 FINANCE

The financial reports were **noted**.

11 COMMUNITY GRANTS POLICY

11.1 TO RECEIVE THE EXTERNAL REPORT REGARDING RECOMMENDATIONS TO CHANGES TO THE COMMUNITY GRANTS POLICY

Members agreed that the external report had raised several worthwhile points but also noted that attempting a complete rewrite immediately before the next Oversight meeting would be impractical. The discussion therefore focused on identifying changes that were sufficiently clear to progress now, while marking broader ideas such as multi-year arrangements, youth participation, and micro-grants for further work.

A substantial part of the discussion centred on how current practice already includes an element of core funding, even though the policy does not state this clearly. Members observed that some grants effectively sustain valued community organisations year to year rather than fund a one-off innovative project. Examples were discussed in general terms to show that the committee already supports both ongoing community activity and occasional specific projects from the same organisations.

The committee examined the present £3,000 cap. Members debated that the cap appears to encourage applicants to default to that figure rather than submit a properly costed request. Reference was also made to the wider question of whether grant spending should remain around 10 per cent, move to 5 per cent, or be reviewed more fundamentally.

The report's comments on eligible costs prompted a further review of the blanket exclusion of salaries and hospitality. Members noted that salaries had in practice sometimes been supported through core funding, and that hospitality could in some cases be a legitimate event cost. The emerging consensus was that the policy should not contain an absolute ban if the committee may legitimately choose to fund such costs in context.

Decision: It was **resolved** to remove the £3,000 cap. (Proposed by Cllr Frisby)

The £3,000 cap on grant applications was removed from the policy so applications can be considered on their merits. Cllr Brookes-Hocking voted against removing the £3000 cap.

Decision: The policy position excluding salaries and hospitality as grant costs was removed so those costs can be considered case by case.

11.2 TO CONSIDER ALLOCATING MEMBERS OF THE COUNCIL TO ORGANISATIONS IN RECEIPT OF GRANTS TO SUPPORT RELATIONSHIPS AND MONITORING

The committee supported the idea of allocating councillors to organisations receiving grants so that relationships could be strengthened and understanding of funded activity improved and noted that some councillor involvement with organisations or events was already happening informally. It was agreed for Cllr Huxtable to write to council members.

Task: Circulate a list of grant-funded organisations to councillors and invite them to indicate which organisations they would like to be paired with. @Steve Huxtable

11.3 TO CONSIDER AND AGREE ANY CHANGES, FOR APPROVAL BY THE OVERSIGHT COMMITTEE MEETING ON 28 JULY 2026

Members agreed that the policy should not be pushed to the next Oversight Committee meeting on 28 July 2026, as the discussion had shown that the document still needed review for consistency and impact before final submission.

Within the small grants section, members debated whether the lower £700 threshold should remain, however, the committee did not support leaving decisions solely with the Clerk and Chair. Instead, it was agreed that the delegated arrangement should be revised so small grants are handled through the Chair or Deputy Chair of the Grants Sub-Committee, with other committee members able to participate as appropriate.

The wording that grants are considered on a first come, first served basis was challenged as inaccurate and was agreed for removal. Members also reviewed the assessment language used for small grants and the wider scoring approach. One member added that numerical scoring can distort judgement by encouraging formulaic comparisons rather than a rounded view of each application. The committee accepted that point and agreed to replace references to scoring with wording based on assessing or reviewing applications

against the stated criteria. The committee acknowledged that application forms would need some consequential updating, particularly following the removal of the £3,000 cap.

Decision: The £700 small-grant threshold was retained as a separate lower-threshold process.

Decision: Delegated consideration of small grants was reassigned to the Chair or Deputy Chair of the Grants Sub-Committee, with committee members able to take part as appropriate.

Decision: The policy wording stating that grants are considered on a first come, first served basis was removed.

Decision: References to scoring grant applications were replaced with assessment or review and score against the policy criteria.

Decision: Revised grant policy changes were deferred for later review rather than being sent to Oversight on 28 July 2026.

12 DATE OF NEXT MEETING

Members noted that the scheduled next meeting date in the agenda was Tuesday 22 September 2026 but concluded that this would come too late for the required policy review sequence.

Decision: The next meeting was rescheduled to 13.00 on Thursday 10 September 2026 to review the policy before Oversight.

The meeting closed at 14.00.

13 REPORTS PACK

Signed

Dated.....



CREDITON TOWN COUNCIL

Virement Report

Report by: Deputy Clerk
To: Full Council
Date: For consideration on 01 September 2026

Recommendation

Full Council is requested to approve a budget virement to cover insurance costs for Manor Office.

1. Purpose

1.1 This report provides a recommendation to approve a budget virement.

2. Background

2.1 The insurance fee payable for Manor Office is £2,006.24. The current budget includes a line for OLS insurance, however this is covered within the Council's insurance policy therefore this budget line remains unspent.

2.2 In the budget review for 27-28, an additional line for Manor Office insurance will be considered and the insurance heading under OLS will be removed as this is not insured separately.

3. Proposals

3.1 To approve a virement of £1,250 from the OLS insurance budget to the main insurance budget, in order to cover the insurance costs for Manor Office.

4. Financial Implications

4.1 There is currently £1,775.99 remaining in the main insurance budget.

4.2 The balance of the OLS insurance budget will become £0 and the balance in the main insurance budget will become £3,025.99 with £2,006.24 due to be paid.

5. Conclusion

5.1. Full Council is requested to approve the proposal to ensure transparency in the management and spending of the budget.



CREDITON TOWN COUNCIL

Cyber Insurance Report

Report by: Deputy Clerk
To: Full Council
Date: For consideration on 01 September 2026

Recommendation

Full Council is recommended to consider options for cyber cover.

1. Purpose

- 1.1 This report sets out cyber cover options available and the quotations received.

2. Background

- 2.1 It was agreed by Full Council on 5 May to investigate cyber insurance options.
- 2.2 Option 1: To become certified through Cyber Essentials. This is a government backed scheme that will help to protect CTC against the most common cyber threats. The self-led option requires the completion of a verified self-assessment using free resources available. Once certified, CTC may be eligible for free cyber insurance. The self-led approach does still require purchasing Cyber Essentials at a cost of £440+VAT and the certification is achieved via self-assessment. Certification would be valid for 12 months.
- 2.3 Option 2: Purchase cyber insurance cover.

3. Recommendations

- 3.1 To consider the option to become self-certified.
- 3.2 To consider purchasing cyber insurance cover

4. Officer comment

- 4.1 Whilst verified self-assessment using free resources is useful, there is a cost financially both for the purchase of the package as well as the staff cost to undertake the self-assessment.

5. Financial Implications

- 5.1 There is £1,019.75 remaining in the 2026-27 insurance budget (subject to virement due to be considered by Full Council and payment of Manor Office insurance).
- 5.2 The table below shows the quotations provided for 1 year's cover. Details of the level of cover are provided in Appendix One.

Insurance Provider A	Insurance Provider B	Insurance Provider C
Annual premium: £601.04 Additional admin fees: £60.00	Annual premium + admin fees: £901.80	Not yet received
Pro rata 1 Sept – 31 May: £450.78 + £60 admin fee	Based on £500k cover (requested confirmation of option to pro rata until 31 May but not yet received)	
Based on £500k cover		

6. Conclusion

- 6.1. Full Council is requested to consider the recommendations contained within this report.

INSURANCE PROVIDER A

Crediton Town Council

LIMIT / RETENTION	£1M/£1K	£750K/£1K	£500K/£1K
PREMIUM	£901	£698	£492
ADMINISTRATIVE FEE	£50.00	£50.00	£50.00
INSURANCE PREMIUM TAX (IPT)*	£108.12	£83.76	£59.04
TOTAL	£1,059.12	£831.76	£601.04
3RD PARTY COVERAGES (Sub-Limit / Sub-Retention)			
Network and Information Security Liability	£1M/£1K	£750K/£1K	£500K/£1K
Regulatory Defence and Penalties	£1M/£1K	£750K/£1K	£500K/£1K
PCI Fines and Assessments	£1M/£1K	£750K/£1K	£500K/£1K
Funds Transfer Liability	£1M/£1K	£750K/£1K	£500K/£1K
Multimedia Content Liability	£1M/£1K	£750K/£1K	£500K/£1K
1ST PARTY COVERAGES (Sub-Limit / Sub-Retention)			
Breach Response Services	72hrs/£0	72hrs/£0	72hrs/£0
Breach Response Costs	£1M/£1K	£750K/£1K	£500K/£1K
Crisis Management and Public Relations	£1M/£1K	£750K/£1K	£500K/£1K
Ransomware and Cyber Extortion	£1M/£1K	£750K/£1K	£500K/£1K
Direct and Contingent Business Interruption	£1M/8hrs	£750K/8hrs	£500K/8hrs
Proof of Loss Preparation Expense	£50K/£1K	£50K/£1K	£50K/£1K
Digital Asset Restoration	£1M/£1K	£750K/£1K	£500K/£1K
Computer Replacement and Bricking	£1M/£1K	£750K/£1K	£500K/£1K
Reputational Harm Loss	£1M/14d	£750K/14d	£500K/14d
Court Attendance	£50K/£1K	£50K/£1K	£50K/£1K
Criminal Reward	£50K/£0	£50K/£0	£50K/£0
Funds Transfer Fraud, Personal Funds Fraud, and Social Engineering	£250K/£1K	£187.5K/£1K	£125K/£1K
Service Fraud Including Cryptojacking	£100K/£1K	£100K/£1K	£100K/£1K
Impersonation Repair Costs	£50K/£1K	£50K/£1K	£50K/£1K
Invoice Manipulation	£250K/£1K	£250K/£1K	£250K/£1K
Reputation Repair	£1M/£1K	£750K/£1K	£500K/£1K
Any One Claim	✓	✓	✓

*For surcharge breakdown, see individual quote documents

INSURANCE PROVIDER B

	Limit per Insured Event:	Retention:
Insuring Clauses		
1.1 Claims by Third Parties	GBP 500,000	GBP 500
1.2 Business Interruption Loss	GBP 500,000	GBP 500 8 Hour Waiting Period
1.3 Remediation Costs		
Credit Monitoring Costs	GBP 500,000	GBP Nil
Cyber Extortion Costs	GBP 500,000	GBP Nil
Data Recovery Expenses	GBP 500,000	GBP Nil
Forensic Costs	GBP 500,000	GBP Nil
Incident Responder Costs	GBP 500,000	GBP Nil
Legal Representation Expenses	GBP 500,000	GBP Nil
Notification Costs	GBP 500,000	GBP Nil
Public Relations Costs	GBP 500,000	GBP Nil
1.4 PCI Fines and Assessment Costs	GBP 500,000	GBP 500
1.5 Regulatory Fines, Penalties and Investigation Costs	GBP 500,000	GBP 500
1.6 Media Liability	GBP 500,000	GBP 500
1.7 Reputational Harm Loss	GBP 500,000	GBP 500
1.8 Telephone Hacking	GBP 250,000	GBP 500
1.9 Cryptojacking	GBP 250,000	GBP 500
1.10 Hardware Replacement Costs	GBP 500,000	GBP 500
1.11 Betterment Costs	Maximum 25% additional costs	GBP 500
1.12 Claim Preparation Costs	GBP 10,000	GBP Nil
1.13 Court Attendance Costs	GBP 500 per day for partner/director GBP 250 per day for an employee GBP 25,000 limit	GBP Nil
1.14 Criminal Reward Fund	GBP 25,000	GBP Nil
1.15 Cyber Risk Management Costs	GBP 25,000 Subject to maximum of 10% of amount of all payments made by Insurers as a result of a Cyber Event	GBP Nil
1.16 Funds Transfer Fraud	GBP 25,000	GBP 500
1.17 Third Party Funds Theft	GBP 25,000	GBP 500
Contingent Business Interruption (Non-IT)	Not Insured	Not Insured
Regulatory Shutdown	Not Insured	Not Insured
Voluntary Shutdown	Not Insured	Not Insured



CREDITON TOWN COUNCIL

CCLA Investment Report

Report by: Deputy Clerk
To: Full Council
Date: For consideration on 01 September 2026

Recommendation

Full Council is recommended to consider the report below in relation to investing further funds into the CCLA Public Sector Deposit Fund.

1. Purpose

1.1 This report provides a proposal to invest further funds with the CCLA.

2. Background

2.1 Credition Town Council currently has two accounts:

Bank	Interest Rate	Notice	Balance
Co-operative Bank	N/A	Instant Access	£174,650.06 (as at 24/08/26)
CCLA	Average Fund yield for 30 June – 31 July was 3.83% p.a	Instant Access	£708,506.23 (as at 31/07/26)

3. Proposals

3.1 Deposit a further £100,000 into the CCLA Public Sector Deposit Fund (PDSF)

4. Financial Implications

- 4.1. Whilst there is a fee of 0.08% (taken before interest is calculated), the fund is cash based, AAA rated and used by local authorities for investing money, offering higher returns on savings.
- 4.2. The second instalment of the precept is due to be paid into the Co-op account on 1 October.

5. Climate Implications

5.1 The fund is managed in accordance with CCLA's values-based screening policy. Counterparties' environmental, social and governance risk management is reviewed on a regular basis and action is taken if necessary. This process is based on the work of CCLA's in-house Sustainability team and their data providers.

6. Conclusion

6.1. Full Council is recommended to consider the proposal in this report.



CREDITON TOWN COUNCIL

Earmarked Transfer Report

Report by: Town Clerk
To: Full Council
Date: For consideration on 01 September 2026

Recommendation

Full Council is requested to approve a transfer from Earmarked Reserves of £1500.00, and subsequent release of funds, subject to recommendation from the Grants Sub-Committee, on a meeting to be held on 08 September 2026 and approval by the Oversight Committee on 15 September 2026 .

1. Purpose

1.1 This report provides a recommendation to approve an earmarked reserve transfer.

2. Background

2.1 A grant request of £1,500.00 has been received from Welcoming Refugees in Credition, for emergency support.

3. Recommendations

3.1 To consider and approve a transfer from earmarked reserves of £1500.00, and subsequent release of funds, subject to recommendation from the Grants Sub-Committee, on a meeting to be held on 08 September 2026 and approval by the Oversight Committee on 15 September 2026.

4. Financial Implications

4.1 There is currently £4,989.30 remaining in EMR Grants (346).
4.2 The balance of the EMR Grants (346) will become £3,439.30, should the recommendation be approved.

5. Conclusion

5.1. Full Council is requested to consider the report above, to ensure transparency when managing the grants budget.



CREDITON TOWN COUNCIL

Tender Processing for Manor Office Report

Report by: Town Clerk
To: Full Council
Date: For consideration on 01 September 2026

Recommendation

Members are requested to:

- Note that a formal tendering process is being undertaken for the Manor Office works in accordance with Financial Regulation 5.5
- Note that the Town Clerk will progress the tender exercise
- A separate meeting will be held to award the contract, following an evaluation process by all members of the council. A date will be set in due course.

1. Purpose

- 1.1 To inform Members that a tendering process is being undertaken for works to the Manor Office building in accordance with CTC's Financial Regulations, specifically Financial Regulation 5.5, and to outline the proposed procurement process.

2. Background

- 2.1 CTC has identified the need for works to be undertaken at Manor Office. In order to ensure compliance with CTC's Financial Regulations, achieve value for money, and demonstrate openness and transparency in the use of public funds, the proposed works will be subject to a formal tendering exercise.

3. Relevant Information

- 3.1 Financial Regulation 5.5 requires that where expenditure exceeds the relevant threshold specified, a formal tender process must be undertaken unless an approved exemption applies.
- 3.2 In accordance with this requirement, a specification of works has been prepared and are commencing a competitive tendering process. The process will provide suitably qualified contractors with an opportunity to submit bids for the project.
- 3.3 The proposed process will include:
 - Preparation of a detailed specification of the required works
 - Invitation to tender issued to appropriately qualified contractors
 - Provision of equal information to all tenderers
 - A defined period for the submission of tenders
 - Evaluation of submissions against predetermined criteria, including cost, quality, experience, capacity and references
 - Preparation of an evaluation report and recommendation for consideration
 - The tender process will be conducted in a transparent and equitable manner to ensure that the Council secures the best overall value and outcome for the project.

4. Financial Implications

- 4.1 The tender exercise will enable the Council to determine the market cost of the proposed works and ensure that expenditure represents value for money. The final contract value will be confirmed following the completion of the tender evaluation process and subsequent Council approval.

5. Legal/Governance Implications

- 5.1 Undertaking a competitive tender process assists the Council in meeting its statutory duty to safeguard public funds and supports compliance with its adopted Financial Regulations and Standing Orders. The process also demonstrates good governance and accountability in procurement decisions.

6. Conclusion

- 6.1 Councils must ensure that all procurement activity is conducted transparently, fairly and in accordance with Standing Orders and Financial Regulations. By maintaining clear records, demonstrating value for money and adopting proportionate competitive processes, CTC meets its legal obligations, minimise risk and support effective stewardship of public funds.



Civility & Respect

IN COLLABORATION WITH SLCC, NALC, OVW, COUNTY ASSOCIATIONS

Councillor's Statement of Assurance

I confirm that I have read the council's Code of Conduct, including the principles of public life, and understand my obligations and the behaviour expected of me whenever I am acting as a councillor.

Understanding my duties as a councillor, I will adopt the principles of selflessness, integrity, objectivity, accountability, openness, honesty and leadership. I will also:

- Behave respectfully towards others, including those I disagree with.
- Uphold the values identified in my council's Code of Conduct.
- Attend training required by the council as part of my role as a councillor.

Signed _____

Name _____

Date _____



CREDITON TOWN COUNCIL

CTC website page (Civility and Respect) Report

Report by: Town Clerk
To: Full Council
Date: For consideration on 01 September 2026

Recommendation

Members are requested to consider the contents of this report and approve the recommendations therein.

1. Purpose

- 1.1 To agree the addition of information regarding the Civility and Respect Pledge on CTC's website.

2. Background

- 2.1 CTC has adopted the Civility and Respect Pledge.
- 2.2 Signposting website visitors to information relating to this pledge is a useful tool for members, officers and public alike.

3. Recommendations

- 3.1 To approve the following wording on the CTC website:

In November 2022, Credition Town Council (CTC) adopted the Civility & Respect Pledge for local authorities.

At its meeting on 01 September 2026 (subject to approval), CTC further agreed that all Councillors should sign a NALC Civility & Respect Councillor Statement of Assurance. This statement confirms their understanding of the duties and responsibilities of a councillor and their pledge to upholding the principles of selflessness, integrity, objectivity, accountability, openness, honesty, and leadership in line with the adopted Code of Conduct.

What is The Pledge About?

Throughout the public sector, there are growing concerns about the impact bullying, harassment, and intimidation are having on local (parish and town) councils, councillors, clerks and council staff and the resulting effectiveness of local councils. To address this, the National Association of Local Councils (NALC), One Voice Wales, the Society of Local Council Clerks (SLCC) and county associations have set up the Civility and Respect Project.

The aim of this is to put civility and respect at the top of the agenda and start a culture change for the local council sector.

There is no place for bullying, harassment and intimidation within our sector. The pledge is intended to demonstrate that Councils are committed to standing up against poor behaviour across our sector and to driving through positive changes which support civil and respectful conduct.

Councillors and council staff have the right to carry out their civic duties and work without fear of being attacked or abused, and without any encroachment into their personal lives.

We treat everyone with courtesy and respect and ask for the same in return. The intimidation, abuse, bullying and harassment of councillors, clerks and council staff, in person or online, is never acceptable, whether by councillors, clerks, council staff, or members of the public.

There is a huge difference between scrutinising and holding people to account those in public office and harassing or intimidating them. Any behaviour, whether that be verbal, physical, in writing, over the phone or on social media, which causes either councillors or council staff to feel uncomfortable, embarrassed, or threatened, is totally unacceptable.

The Pledge

By signing the Pledge, CTC has agreed that the council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it:

- ✓ Has put in place a training programme for councillors and staff*
- ✓ Has signed up to the Code of Conduct for councillors*
- ✓ Has good governance arrangements in place including staff contracts and a dignity at work policy*
- ✓ Will seek professional help at the early stages should civility and respect issues arise*
- ✓ Will commit to calling out bullying and harassment if and when it happens*
- ✓ Will continue to learn from best practices in the sector and aspire to be a role model/champion council*
- ✓ Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate.*

The Scheme

You can learn more about the scheme on the NALC website: [Improving civility and respect](#)

4. Financial Implications

- 4.1 There are no direct financial implications.

5. Legal/Governance Implications

- 5.1 There are no legal/governance implications.

6. Conclusion

- 6.1 Members are requested to consider the addition of this wording to support the advertising and commitment CTC has towards the Civility and Respect Pledge.
-



CREDITON TOWN COUNCIL

Town Clock Report

Report by: Administrative Officer
To: Full Council
Date: For consideration on 01 September 2026

Recommendation

Full Council is requested to consider and approve proposals regarding funding the town clock repair works.

1. Purpose

- 1.1 This report provides a recommendation in relation to the town clock repair works and associated costs.

2. Background

- 2.1 The town clock received its annual service from Time Assured.
- 2.2 The following works were completed in March 2026:
 - Inspection, testing and confirmation that the clock was in good working order: £170.00
 - Supply and installation of a new circular light tube: £90.00
 - Total cost of works: £260.00 + VAT
 - Cost of cherry picker hire to enable access: £300.00 + VAT
- 2.3 The Town Clerk was verbally informed on 06 August that the clock was not operating correctly on one clock face.
- 2.4 Time Assured was contacted on 07 August 2026 and advised that the issue was likely to be related to the battery.
- 2.5 The battery had been tested during the annual service on 18 March 2026 and was considered serviceable at that time. However, the engineer advised that replacement would likely be required at the next scheduled service in Spring 2027.
- 2.6 A quotation of £540.00 + VAT was provided for the supply and installation of a replacement battery. Should further inspection determine that a replacement motor is required, the estimated cost would be £120.00 + VAT.
- 2.7 Time Assured did not indicate that a motor replacement was currently necessary; however, this can only be confirmed following an engineer's site visit.

3. Recommendations

- 3.1 To approve the cost of a new battery at £540.00 + VAT and hire of cherry picker at £300.00 + VAT
- 3.2 To approve the cost of a new motor at £120.00 + VAT (should it be considered necessary by the engineer)
- 3.3 To consider whether the service is brought forward to the repair date, at a cost to be confirmed by Time Assured.
- 3.4 Should 3.3 be approved, to consider a transfer from Town Clock EMR (326) to cover costs up to £500.00.

4. Financial Implications

- 4.1 There is £1000.00 in the Clock budget for 2026-27.
- 4.2 There is £1000.00 in the Town Clock EMR (326), which would be reduced by up to £500.00

5. Climate Implications

- 5.1 There are no climate implications.

6. Conclusion

6.1 Full Council is requested to approve the proposals in line with Financial Regulations.



CREDITON TOWN COUNCIL

Greater Rural Exeter Area Town and Parish Council Meetings Report

Report by: Town Clerk
To: Full Council
Date: For consideration on 01 September 2026

Recommendation

That Full Council:

- (a) notes the establishment of the Greater Rural Exeter Area Town and Parish Council Group
- (b) appoints the Mayor/Chair and Town Clerk to attend future meetings and report back to Full Council.

1. Purpose

- 1.1 To update members on the formation of the Greater Rural Exeter Area Town and Parish Council Group and to seek approval for the CTC's representatives to attend future meetings.

2. Background

- 2.1 A meeting of town and parish council Clerks and Mayors/Chairs within the proposed Exeter Council unitary area was held on 12 August 2026 at Cranbrook Town Council. Councils in attendance included Broadclyst, Budleigh Salterton, Chudleigh, Cranbrook, Credition, Dawlish, and Exmouth.
- 2.2 The group has been formed to help town and parish councils work together on issues linked to Local Government Reorganisation (LGR), including governance, service delivery, budgets, assets, representation and future local arrangements, and interfacing with the new Council.
- 2.3 Those attending agreed that the group will meet every two months, with meetings hosted initially by Cranbrook Town Council and chaired on a rotating basis.
- 2.4 It was also agreed that councils will share updates through their nominated representatives and that Devon Association of Local Councils will be invited to participate in future meetings.

3. Proposals

- 3.1 That the Council's DALC representatives be appointed to attend future meetings of the Greater Rural Exeter Area Town and Parish Council Group.
- 3.2 That regular updates from the group be reported back to Full Council.
- 3.3 That a page be added to the Council website to provide information to residents on the group and its purpose.

4. Financial Implications

- 4.1 There are no significant financial implications associated with attendance other than normal officer and councillor time and travel costs.

5. Legal/Governance Implications

- 5.1 The group is intended to operate as an informal forum for sharing ideas and issues affecting the local council sector in the run up to LGR. It will not make decisions on behalf of any town or parish council. Its purpose is to help officers engage with the new council and consider how town and parish representation can be secured within the new authority, particularly as the area has not previously included town and parish councils.

6. Conclusion

- 6.1 The group provides an opportunity for the Council by:
- Keeping CTC informed on LGR
 - Giving Crediton a voice in discussions on future governance and local services
 - Supporting joint working with neighbouring town and parish councils
 - Ensuring Crediton's interests are represented during local government change.



CREDITON TOWN COUNCIL

Email from Exeter City Council – 14 August 2026

Dear Parish and Town Council Chairman and Clerks

I wanted to provide you with an update on the technical information the Government has asked councils in Devon, Plymouth and Torbay to provide to support the implementation of local government reorganisation, in relation to interim warding arrangements.

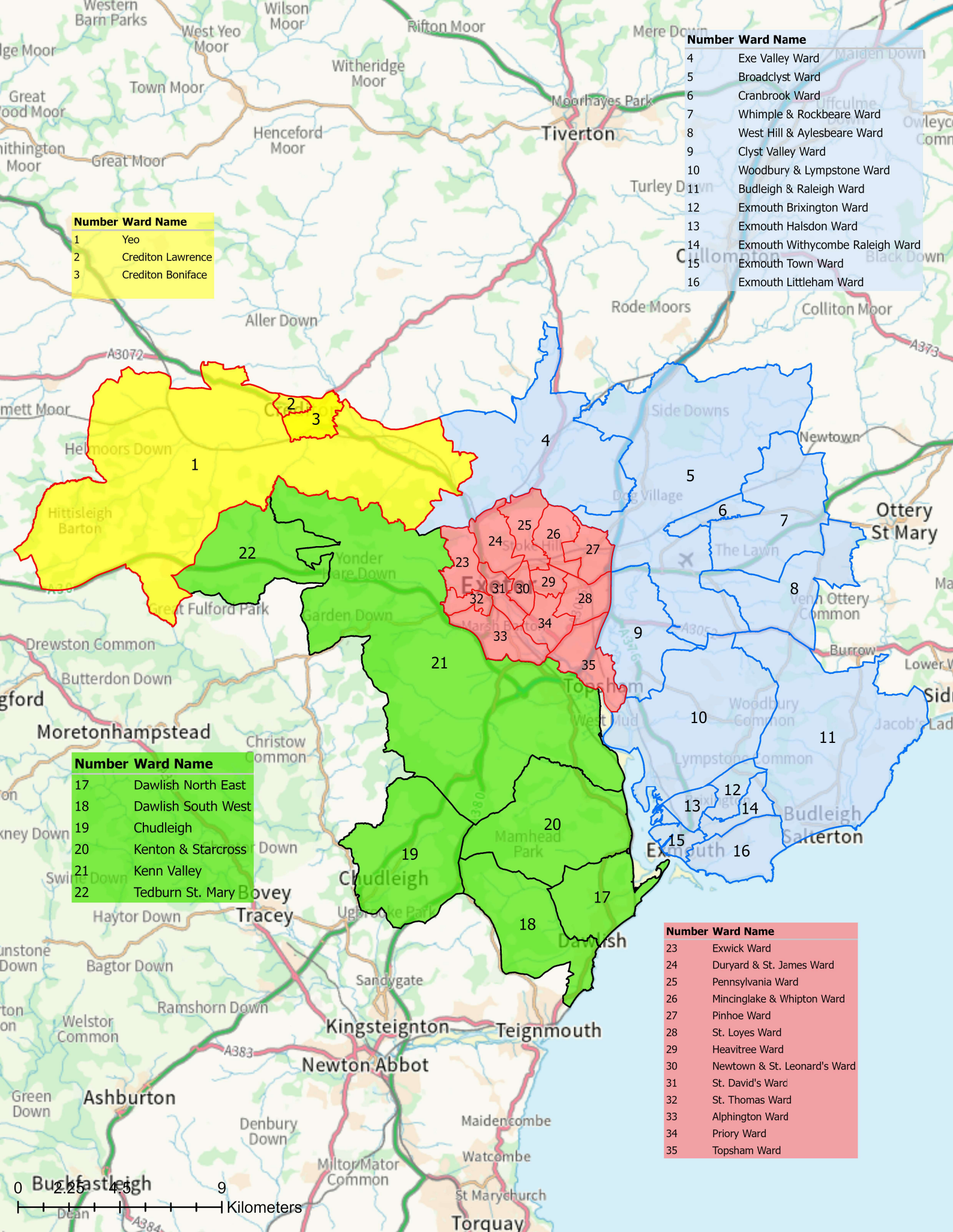
These are temporary arrangements intended to enable safe, lawful and deliverable elections for the new shadow authorities in May 2027. The final decisions on councillor numbers, warding arrangements and the content of any Structural Changes Order rests with the Secretary of State and Parliament.

We also expect the Local Government Boundary Commission for England to carry out a full independent electoral review in the next political term once the new authorities have been established. That review would consider longer-term electoral arrangements in the usual way.

Please find attached a map detailing the proposed wards and councillor numbers in the Exeter Council, along with a breakdown of the warding across the Devon geography. You can also find the details on our website here: [Document library - Exeter City Council](#).

Kind regards
Bindu

Bindu Arjoon
Chief Executive
Exeter City Council



New Wards in Expanded Exeter

Wards of Exeter

Name of ward	Current electoral areas that comprise it (county divisions, district wards or parishes/parish wards)	Number of councillors
Alphington	The existing district ward of Alphington	3
Broadclyst	The existing district ward of Broadclyst	3
Budleigh and Raleigh	The existing district ward of Budleigh and Raleigh	3
Chudleigh Town	The whole of Chudleigh Parish	2
Clyst Valley	The existing district ward of Clyst Valley	1
Cranbrook	The existing district ward of Cranbrook	3
Crediton Boniface	The existing district ward of Crediton Boniface	2
Crediton Lawrence	The existing district ward of Crediton Lawrence	2
Dawlish North East	The existing district ward of Dawlish North East	3
Dawlish South West	The existing district ward of Dawlish South West and Dawlish (Teignmouth Road) Parish Ward	2
Duryard and St. James	The existing district ward of Duryard and St. James	3
Exe Valley	The existing district ward of Exe Valley	1
Exmouth Brixington	The existing district ward of Exmouth Brixington	3
Exmouth Halsdon	The existing district ward of Exmouth Halsdon	3
Exmouth Littleham	The existing district ward of Exmouth Littleham	3
Exmouth Town	The existing district ward of Exmouth Town	3
Exmouth Withycombe Raleigh	The existing district ward of Exmouth Withycombe Raleigh	2
Exwick	The existing district ward of Exwick	3
Heavitree	The existing district ward of Heavitree	3
Kenn Valley	The existing district ward of Kenn Valley	3
Kenton and Starcross	The existing district ward of Kenton and Starcross	1
Mincinglake and Whipton	The existing district ward of Mincinglake and Whipton	3
Newtown and St. Leonard's	The existing district ward of Newtown and St. Leonard's	3
Pennsylvania	The existing district ward of Pennsylvania	3
Pinhoe	The existing district ward of Pinhoe	3
Priory	The existing district ward of Priory	3
St. David's	The existing district ward of St. David's	3
St. Loyes	The existing district ward of St. Loyes	3
St. Thomas	The existing district ward of St. Thomas	3
Tedburn St. Mary	The whole of Tedburn St. Mary Parish	1
Topsham	The existing district ward of Topsham	3
West Hill and Aylesbeare	The existing district ward of West Hill and Aylesbeare	1
Whimble and Rockbeare	The existing district ward of Whimble and Rockbeare	1
Woodbury and Lympstone	The existing district ward of Woodbury and Lympstone	2
Yeo	The existing district ward of Yeo	2

Wards of Plymouth		
Name of ward	current electoral areas that comprise it (county divisions, district wards or parishes/parish wards)	Number of councillors
Bickleigh and Cornwood	The existing district ward of Bickleigh and Cornwood	1
Ermington and Ugborough	The existing district ward of Ermington and Ugborough	1
Ivybridge East	The existing district ward of Ivybridge East	2
Ivybridge West	The existing district ward of Ivybridge West	2
Newton and Yealmpton	The existing district ward of Newton and Yealmpton	2
Wembury and Brixton	The existing district ward of Wembury and Brixton	2
Woolwell	The existing district ward of Woolwell	1
Budshead	The existing Plymouth City ward of Budshead	3
Compton	The existing Plymouth City ward of Compton	3
Devonport	The existing Plymouth City ward of Devonport	3
Drake	The existing Plymouth City ward of Drake	2
Efford and Lipson	The existing Plymouth City ward of Efford and Lipson	3
Eggbuckland	The existing Plymouth City ward of Eggbuckland	3
Ham	The existing Plymouth City ward of Ham	3
Honicknowle	The existing Plymouth City ward of Honicknowle	3
Moor View	The existing Plymouth City ward of Moor View	3
Peverell	The existing Plymouth City ward of Peverell	3
Plympton Chaddlewood	The existing Plymouth City ward of Plympton Chaddlewood	2
Plympton Erle	The existing Plymouth City ward of Plympton Erle	2
Plympton St Mary	The existing Plymouth City ward of Plympton St Mary	3
Plymstock Dunstone	The existing Plymouth City ward of Plymstock Dunstone	3
Plymstock Radford	The existing Plymouth City ward of Plymstock Radford	3
Southway	The existing Plymouth City ward of Southway	3
St Budeaux	The existing Plymouth City ward of St Budeaux	3
St Peter and the Waterfront	The existing Plymouth City ward of St Peter and the Waterfront	3
Stoke	The existing Plymouth City ward of Stoke	3
Sutton and Mount Gould	The existing Plymouth City ward of Sutton and Mount Gould	3

Wards of Torbay and South Devon		
Name of ward	Current electoral areas that comprise it (county divisions, district wards or parishes/parish wards)	Number of councillors
Marldon and Littlehempston	The whole of the parish wards of Berry Pomeroy, Marldon and Littlehempston	1
Ambrook	The existing district ward of Ambrook	2
Barton with Watcombe	The existing Barton with Watcombe unitary electoral ward	3
Bishopsteignton	The existing district ward of Bishopsteignton	1
Bradley	The existing district ward of Bradley	2
Buckland and Milber	The existing district ward of Buckland and Milber	3
Bushell	The existing district ward of Bushell	2
Churston with Galmpton	The existing Churston with Galmpton unitary electoral ward	2
Clifton with Maidenway	The existing Clifton with Maidenway unitary electoral ward	2
Cockington with Chelston	The existing Cockington with Chelston unitary electoral ward	2
Collaton St Mary	The existing Collaton St Mary unitary electoral ward	1
College	The existing district ward of College	2
Ellacombe	The existing Ellacombe unitary electoral ward	2
Furzeham with Summercombe	The existing Furzeham with Summercombe unitary electoral ward	3
Goodrington with Roselands	The existing Goodrington with Roselands unitary electoral ward	2
Ipplepen	The existing district ward of Ipplepen	1
Kerswell with Coombe	The existing district ward of Kerswell with Coombe	2
Kings Ash	The existing Kings Ash unitary electoral ward	2
Kingsteignton East	The existing district ward of Kingsteignton East	2
Kingsteignton West	The existing district ward of Kingsteignton West	2
Kingswear and Stoke Gabriel	The whole of the parish wards of Kingswear and Stoke Gabriel	1
Preston	The existing Preston unitary electoral ward	3
Roundham with Hyde	The existing Roundham with Hyde unitary electoral ward	2
Shaldon and Stokeinteignhead	The existing district ward of Shaldon and Stokeinteignhead	1
Shiphay	The existing Shiphay unitary electoral ward	2
St Marychurch	The existing St Marychurch unitary electoral ward	3
St Peters with St Marys	The existing St Peters with St Marys unitary electoral ward	2
Teignmouth Central	The existing district ward of Teignmouth Central	2
Teignmouth East	The whole of the parish wards of Teignmouth (East) and Teignmouth (Rowdens)	2
Teignmouth West	The existing district ward of Teignmouth West	2
Tormohun	The existing Tormohun unitary electoral ward	3
Wellwood	The existing Wellwood unitary electoral ward	2

Wards of Devon

Name of ward	Current electoral areas that comprise it (county divisions, district wards or parishes/parish wards)	Number of councillors
Bradninch and Kentisbeare	District Ward of Cullompton Vale and Parishes of Bradninch and Kentisbeare	1
Castle and Cove	District Ward of Tiverton Castle and Tiverton Town Cove Ward	1
Cullompton	District Wards of Cullompton Padbrook, Cullompton St Andrews	2
Hemyock and Rural	Parishes of Clayhanger, Clayhidon, Culmstock, Hemyock, Hockworthy, Holcombe Rogus and Huntsham	1
Lowman and Sampford Peverell	District Ward of Tiverton Lowman and Parishes of Uplozman and Sampford Peverell	2
Sandford and Taw Vale	Parishes of Brushford, Chawleigh, Eggesford, Lapford, Morchard Bishop, Nymet Rowland, Sandford and Wembworthy	1
Silverton and Cadbury	Parishes of Bickleigh, Butterleigh, Cadbury, Cadeleigh, Cruwys Morchard, Puddington, Silverton and Templeton	1
Thorverton and Creedy	Parishes of Cheriton Fitzpaine, Kennerleigh, Poughill, Shobrooke, Stockleigh English, Stockleigh Pomeroy, Thelbridge, Thorverton, Upton Hellions, Washford Pyne and Woolfardisworthy	1
Tiverton Cranmore	District Ward of Tiverton Cranmore	1
Uffculme and Burlescombe	Parishes of Uffculme and Burlescombe	1
Upper Yeo and Taw	Parishes of Bow, Clannaborough, Coldridge, Copplestone, Down St Mary and Zeal Monachorum	1
Westexe and Rural	District Ward of Tiverton Westexe and Parishes of Bampton, Loxbeare, Morebath, Oakford, Stoodleigh and Washfield	2
Willand and Halberton	Parishes of Willand and Halberton	1
Barnstaple Town Centre and Newport	The existing district ward of Barnstaple Central Following the CGR - The new parish ward of Barnstaple (Newport)	2
Barnstaple with Westacott	Following the CGR - The new parish ward of Barnstaple (Forches and Westacott)	2
Bickington	Following the CGR The new parish wards of: Fremington (Bickington) and Fremington (Woodville)	2
Bishops Nympton and Witheridge	The existing district wards of Bishops Nympton and Witheridge	1
Bratton Fleming and Marwood	The existing district wards of Bratton Fleming and Marwood and the existing parish ward of Goodleigh (Gunn)	1

Braunton, Georgeham and Heanton	The existing district wards of Braunton East, Braunton West and Georgeham and Heanton Punchardon	3
Chittlehampton and Chulmleigh	The existing district wards of Chittlehampton and Chulmleigh	1
Combe Martin and Exmoor Coast	The existing district wards of Combe Martin and Lynton and Lynmouth	1
Fremington and Taw Estuary	The existing district ward of Fremington. The whole parishes of Westleigh, Instow and Horwood Lovacott and Newton Tracey. Following the CGR the new parish ward of Tawstock Rural	2
Ilfracombe and Woolacombe Coast	The existing district wards of Ilfracombe East, Ilfracombe West and Morteohoe	3
Landkey and Taw Valley	The existing parishes of Swimbridge and Bishop's Tawton. Following the CGR The new parish of Landkey	1
Pilton and Yeo Valley	Following the CGR The new parish ward of Barnstaple (Pilton) and Barnstaple (Yeo Valley). The existing parish of Pilton West	2
Roundswell	The existing parish ward of Barnstaple (Longbridge). Following the CGR The new parish wards of Fremington (Roundswell) and Tawstock Urban	1
South Molton and North Molton	The existing district wards of South Molton and North Molton	2
Central South Hams	The existing parishes of Ashprington, Cornworthy, Diptford, Halwell and Moreleigh, Harberton and North Huish	1
Dartmouth	The existing parish of Dartmouth	1
Kingsbridge North	The existing parish wards of Kingsbridge East and Kingsbridge North	1
Kingsbridge Rural	The existing parishes of Buckland-Tout-Saints, Churchstow, Loddiswell, West Alvington and Woodleigh. The existing parish ward of Kingsbridge Westville	1
Salcombe and Thurlestone	The existing parishes of Malborough, Salcombe, South Huish, South Milton and Thurlestone	1
South Hams East	The existing parishes of Blackawton, Dittisham, East Allington, Slapton, Stoke Fleming and Strete	1
South Hams North	The existing parishes of Buckfastleigh West, Dean Prior, Holne, Rattery, South Brent and Staverton	1
South Hams West	The existing parishes of Aveton Gifford, Bigbury, Kingston, Modbury and Ringmore	1
Start Bay	The existing parishes of Charleton, Chivelstone, East Portlemouth, Frogmore and Sherford, South Pool and Stokenham	1
Totnes and Dartington	The existing parishes of Dartington and Totnes	2
Ashburton and Buckfastleigh	The existing parishes of Ashburton, Bickington, Buckfastleigh, Woodland	2
Bovey Tracey and Haytor Vale	The existing parishes of Bovey Tracey, Ilsington	2

Dartmoor North and East	The existing parishes of Buckland-In-The-Moor, Lustleigh, Manaton, North Bovey, Widecombe-In-The-Moor, Moretonhampstead	1
Teign Valley	The existing parishes of Ashton, Bridford, Christow, Doddiscombsleigh, Dunsford, Hennock, Trusham	1
Appledore	The existing district ward of Appledore	1
Bideford East and South	The existing district wards of Bideford East, Bideford South	2
Bideford North and West	The existing district wards of Bideford North, Bideford West	2
Broadheath	The existing district ward of Broadheath	1
Great Torrington	The existing district ward of Great Torrington	1
Hartland	The whole parishes of Bradworthy, Clovelly, Hartland, Lundy, Welcombe, Woolfardisworthy	1
Holsworthy	The existing district ward of Holsworthy	1
Milton and Tamarside	The whole parishes of Bradford, Bridgerule, Cookbury, Hollacombe, Holsworthy Hamlets, Milton Damerel, Pancrasweek, Pyworthy, Sutcombe, Thornbury	1
Monkleigh and Putford	The whole parishes of Abbots Bickington, Abbotsham, Alwington, Buckland Brewer, Bulkworthy, East Putford, Frithelstock, Landcross, Littleham, Monkleigh, Parkham, Weare Giffard, West Putford	1
Northam	The existing district ward of Northam	1
Shebbear and Langtree	The existing district ward of Shebbear and Langtree	1
Two Rivers, Three Moors and Winkleigh	The existing district wards of Two Rivers and Three Moors, Winkleigh	2
Westward Ho!	The existing district ward of Westward Ho!	1
Dartmoor Forest and Mary Tavy	The existing parishes of Dartmoor Forest, Lydford, Mary Tavy, Meavy, Peter Tavy, Sampford Spiney, Sheepstor, Walkhampton	1
Chagford and South Tawton	The existing parishes of Chagford, Drewsteignton, Gidleigh, South Tawton, Spreyton, Throwleigh	1
North Tawton and Sampford Courtenay	The existing parishes of Belstone, Bondleigh, Broadwoodkelly, Exbourne, Jacobstowe, Monkokehampton, North Tawton, Sampford Courtenay, Sticklepath	1
Okehampton	The existing parishes of Inwardleigh, Okehampton, Okehampton Hamlets	2
Hatherleigh and Northlew	The existing parishes of Beaworthy, Bratton Clovelly, Germansweek, Hatherleigh, Highampton, Iddesleigh, Meeth, Northlew, Sourton, Lands common to the Parishes of Bridestowe and Sourton	1

Lifton and Milton Abbot	The existing parishes of Bradstone, Brentor, Bridestowe, Coryton, Dunterton, Kelly, Lewtrenchard, Lifton, Marystow, Milton Abbot, Stowford, Sydenham Damerel, Thrushelton	1
Tavistock and Lamerton	The existing parishes of Gulworthy, Lamerton, Tavistock, Whitchurch	3
Buckland Monachorum and Bere Ferrers	The existing parishes of Bere Ferrers, Buckland Monachorum, Horrabridge	2
Axminster	Parishes of All Saints, Axminster, Axmouth, Combpyne and Rousdon, Hawkchurch, Musbury, Uplyme	3
Coly Valley	Parishes of Colyford, Colyton, Farway, Northleigh, Offwell, Southleigh, Widworthy	1
Dunkeswell and Blackdown	Parishes of Awliscombe, Combe Raleigh, Cotleigh, Dunkeswell, Luppitt, Monkton, sheldon, Upottery	1
Feniton and Tale Vale	Parishes of Broadhembury, Feniton, Payhembury, Plymtree, Talaton	1
Honiton	Parishes of Buckerell, Gittisham, Honiton	3
Ottery St Mary	Parishes of Ottery St Mary	2
Seaton	Parishes of Beer, Branscombe, Seaton	2
Sidmouth and Newton Poppleford	The existing district wards of Sidmouth Sidford, Sidmouth Rural and Newton Poppleford and Harpford	3
Sidmouth Town	The existing district ward of Sidmouth Town	1
Yarty and Newbridges	Parishes of Chardstock, Dalwood, Kilminster, Membury, Shute, Stockland, Yarcombe	1



CREDITON TOWN COUNCIL

Community Bulletin Report

Report by: Town Clerk
To: Full Council
Date: For consideration on 01 September 2026

Recommendation

Full Council is requested to approve the development and implementation of the Crediton Community Bulletin.

1. Purpose

1.1 This report seeks support for the development and launch of the Crediton Community Bulletin, a new community-focused communications initiative that would replace and enhance the Council's existing newsletter.

2. Background

2.1 The Town Clerk has been working with representatives from The Turning Tides Project and The Bookery to explore the creation of a new community bulletin that would provide a central platform for sharing local news, events, opportunities, services and community stories. The bulletin would be a joint venture between the three organisations and would seek to strengthen community connections and encourage greater participation in local life.

2.2 The bulletin would be guided by principles of inclusivity, accessibility, collaboration and respect, ensuring that it reflects the diversity of the Crediton community and provides equal opportunities for a wide range of voices to be heard.

3. Recommendations

3.1 Members are requested to support the development and implementation of the Crediton Community Bulletin as a replacement for the existing Crediton Town Council newsletter and to endorse CTC's participation in the partnership arrangement with The Turning Tides Project and The Bookery.

4. Financial Implications

4.1 Financial implications are currently being investigated for:

- Design
- Printing (first edition, to be launched at Light Switch on event, with subsequent editions being online and information in the Crediton Courier
- Ongoing association work in relation to the bulletin such as network events.

5. Climate Implications

5.1 See point 4.1.

6. Conclusion

6.1 Full Council is requested to consider supporting the above proposal, in line with its ongoing commitment to improved communication.