

# ACTION PLAN

## 2026-27



**CREDITON**  
**TOWN COUNCIL**

**During the Financial Year 2026/27, Credition Town Council will undertake the following:**

- Ensure that Full Council meets and provide the opportunity to members of the public and press to attend and participate.
- Respond to Mid Devon District Council on all planning applications which fall within, and impact upon, Credition.
- Operate an effective and efficient Committee structure to deal with specific areas of interest such as finance, planning, staffing, assets/property, environment, climate change and public rights of way.
- Responding to the Climate Emergency, declared by Credition Town Council in 2019, continue to work with residents to make them aware of their environmental impact, reduce its own use of fossil fuels and to continually review policies to ensure that the council is actively committed to its declaration and to undertake other projects as appropriate.
- Continuously review the effective use of all council assets.
- Operate efficiently within agreed budgets.
- Continue to provide a regular newsletter.
- Offer a range of community events.
- Provide grants to community groups and organisations.
- Support other organisations in providing community events.
- Continue to provide an up-to-date council website detailing all the latest information regarding the workings of the Council and to supplement this with regular, informative press releases, and social media posts.
- Ensure the council is represented on the various outside bodies with the town (as requested) as well as on those of a wider District and County level.
- Represent the views of the community at every opportunity.

- Consider, investigate and respond to issues identified by the community and, if appropriate, to signpost to the correct person/organisation for resolution/further progression.
- Organise an Annual Town Meeting and an Annual Mayoral Reception.
- Continuously review the Neighbourhood Plan for Crediton.
- Maintain the areas of open space for which it is responsible.
- Support other organisations in providing grants.
- To provide a Christmas tree in the Town Square, together with Christmas lights/trees through the High Street.
- Support the provision of youth work within the town.
- Support the [CUT!] initiative.

**Key projects for 2026/27 include:**

- Undertake works to Manor Office, to create a home for Crediton Town Council.
- Undertake consultation to install new toilet block next to Newcombes Meadow play area, alongside provision of water play.
- Devise plans to bring Old Landscore School into regular use.
- Work with Mid Devon District Council on the delivery of projects via S106 funding.
- Continuing to work with Devon County Council and Mid Devon District Council regarding the devolution of services.
- Undertake a town-wide survey.

Crediton Town Council					
Action Plan 2026/27					
Action	Responsible Committee and Officer	Timescale	Progress at Oct 2026	Brief/Community Engagement	Budget Requirement

<u>Property and Assets</u>					
<u>Allotments</u> To continue to provide allotments, with support from Boniface Allotment Association, across three sites in Crediton.	Community Committee  Administrative Officer	Ongoing		Regular updates at committee meetings from staff. Meetings open to the public and any reports are included within the minutes publicised on the CTC website.	£5,150
<u>Peoples Park</u> To continue to review and manage the trees.	Community Committee  Deputy Clerk	Ongoing		Tree maintenance plan followed, with QTRA's carried out as recommended.	£2,000
To continue to maintain the Scout Memorial Garden.		Ongoing		Support work and provide updates at committee meetings.	£1,500
To continue to support the community in maintaining the wildlife area.		Ongoing		Continue maintenance and improvement. Continue to publicise and encourage volunteers.	£250
To continue maintenance services through The Turning Tides Project.		Ongoing		To ensure the service provision is maintained.	£13,650 (total contract value)
To continue to review the Grounds Maintenance Contract 2026-2029 and ensure contract terms are followed.		Ongoing		To ensure the contract is maintained.	£10,750 (total contract value)

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<u>Upper Deck</u> To continue maintenance services through The Turning Tides Project.  To continue to review the Grounds Maintenance Contract 2026-2029 and ensure contract terms are followed.	Community Committee  Deputy Clerk	Ongoing  Ongoing		To ensure the service provision is maintained.  To ensure the contract is maintained.	£13,650 (total contract value)  £10,750 (total contract value)
<u>Band Stand</u> To continue maintenance services through The Turning Tides Project.	Community Committee  Deputy Clerk	Ongoing		To ensure the service provision is maintained.	£13,650 (total contract value)
<u>War Memorial</u> To undertake regular cleaning.  To undertake surveys of roof and agree remedial work.	Community Committee  Deputy Clerk	Ongoing		To ensure area is clean and safe for the public to visit, especially for Remembrance Sunday.  To ensure structure is safe and in good order.	£600  TBC
<u>Street Furniture</u> To undertake regular cleaning and risk assessments of street furniture.	Community Committee  Deputy Clerk	Ongoing		To ensure street furniture is safe for public use.  To ensure cleanliness and useability.	£1,500

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To consider required replacements.					
<u>Town Council Offices</u> To relocate staff to Manor Office, following building works  To remain committed to purchasing Manor Office	Full Council  Town Clerk	October 2026  Ongoing		To provide suitable offices for staff to work in, with appropriate space and equipment.  To provide suitable location for council meetings.  To provide meeting space for community groups.	£216,500 (earmarked reserves)
<u>Stonypark</u> To continue to maintain land  To review use of land annually.	Community Committee  Deputy Clerk	Ongoing  September 2026		Annual grass cut to maintain area.  Review usage to ensure best use, approved use for Park Run in March 2026.	£500
<u>Newcombes Meadow Toilets</u> To obtain license arrangements with MDDC and provide public conveniences next to the park.  To investigate the regeneration of the	Full Council  Town Clerk	Ongoing		Update website/social media outlets to ensure public remain up to date with project progress.  See Community.	\$106

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existing toilet block at Union Road.				Lack of capacity to action at May 2026, review at October 2026.	
<u>Small Open Spaces</u> To continue to provide amenities.  To continue maintenance services through The Turning Tides Project.	Community Committee  Deputy Clerk	Ongoing		To continue to maintain open spaces.  To ensure the service provision is maintained.	£10,750 (total contract value)  £13,650 (total contract value)
<u>Old Landscore School</u> To review uses.  To create a Business Plan.  To investigate and apply for grants.  Arrange community consultations – presenting designs and business plan.	Full Council  Town Clerk	Ongoing		All decisions relating to the renovation of Old Landscore School will be subject to ratification at Full Council and open to public scrutiny.  Community consultations to be held and progress widely publicised.	£28,200 (earmarked reserves)
<u>Footpaths</u> To work in partnership	Administrative	Ongoing			£2,190

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with Devon County Council and landowners under the P3 scheme to improve the condition of public rights of way and to ensure they remain useable	Officer			Administrative Officer to provide reports to Community Committee at six month intervals.	
<u>CCTV</u> To maintain the CCTV covering the High Street, the Town Square and Newcombes Meadow  To move CCTV surveillance to Exeter CCTV Hub  To investigate further provision of CCTV	Full Council  Town Clerk	Ongoing  April 2026  Ongoing		Electricity contribution paid in June each year to owners of property housing 2+ cameras.	£9,000
<u>Asset Transfers</u> To prepare for asset transfers such as the Town Square, toilets, cemetery, Newcombes Meadow and assets within  <u>Service Transfers</u> To prepare for potential service transfers such as	Full Council  Oversight Committee  Asset Transfer Working Group  Town Clerk	Ongoing		MDDC written to CTC to confirm 30 June 2026 deadline for asset and service transfers.	£67,000 (earmarked reserves)

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grass cutting, bin emptying, street furniture maintenance					

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<b><u>Community</u></b>					
<p><u>Youth Work Provision</u> To continue to provide youth work in Crediton through Youth Club sessions and detached work.</p> <p>Review strategic documents.</p>	<p>Youth Sub-Committee</p> <p>Oversight Committee</p> <p>Town Clerk</p> <p>Lead Youth Worker</p>	Ongoing		<p>To work with our partners to provide youth work service</p> <p>To continue to engage with the community and publicise youth work services available.</p> <p>CTC has adopted a Youth Service Action Plan.</p>	£6,000
<p><u>Britain In Bloom</u> To enter the annual competition.</p> <p>To encourage groups to enter the It's Your Neighbourhood (IYN) Competition.</p>	<p>Community Committee</p> <p>Deputy Clerk</p>	Ongoing		<p>To commit to entering the national competition as a symbol of excellence in community gardening, strong community spirit and pride of place</p> <p>To facilitate the entry of community groups into the IYN competition as well as our own volunteer-maintained areas.</p>	£11,650 (total Floral budget)
<p><u>Christmas in Crediton</u> To provide a Christmas in Crediton event.</p> <p>To provide a Christmas tree in the Town Square, lighting at St Lawrence Green, trees and stars on</p>	<p>Events and Town Centre Officer</p>	November 2026		<p>To provide a switch on, entertainment and associated lighting.</p>	£26,500

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buildings and cross street lighting on High Street					
<u>Community Events</u> To provide a St Boniface Day event.	Events and Town Centre Officer	June 2026		Regular opportunities for community consultation and feedback, following events.	£12,000 (collated Summer Festival budget)
To provide a Food & Drink Festival.	Summer Festival Working Group	July 2026			
To continue reviewing the Community Event offering (Summer Festival)		Ongoing			
<u>Amenities Management</u> To undertake risk assessments. To ensure appropriate insurance is in place.	Community Committee  Deputy Clerk	Ongoing		To create an annual inspection report and provide recommendations to committee.	None
<u>Grants</u> To provide grants to community groups and organisations	Grants Sub-Committee  Full Council Administrative Officer	Ongoing		Continuation of support through the established grant scheme. Promotion through press releases, website, and social media. Ongoing review of effectiveness of grants scheme.	£54,500
<u>Neighbourhood Plan</u> To review the Neighbourhood Plan	Community Committee  Town Clerk	Ongoing		Finalised and published October 2022. Provide administrative support to review of Neighbourhood Plan.	£3,800 (earmarked reserves)

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	Administrative Officer				
<u>Climate Change</u> To continue to address climate change and sustainability issues	Community Committee  Town Clerk  Deputy Clerk	Ongoing		Commitment to engaging with the community. Inclusion of climate considerations in all meeting minutes.	
<u>Street Cleansing</u> To support the [CUT!] initiative, to improve our urban environment (reimbursing costs and providing administrative support)	Community Committee  Deputy Clerk	Ongoing		Publicise action days and encourage community involvement.  Maintain an engaging mailing list to encourage conversation and action from community.	£1,500
<u>Bookings</u> To provide administrative support in the booking of the Town Square & Newcombes Meadow	Oversight Committee  Administrative Officer	Ongoing		To ensure bookings are appropriately risk assessed, insured and invoiced where required.  To ensure bookings are appropriately risk assessed and insured on behalf of MDDC.	None
<u>Consultation</u> <u>To undertake the Paddling Pool Survey</u> <u>To undertake the Town Wide Survey</u>	Community Committee  Town Clerk	June 2026  September 2026		To undertake surveys to ensure effective community consultation and views using surveys, and other methods where appropriate.	£1,000

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<b><u>Civic</u></b>					
<u>Identification of Mayoral Charity</u>	Oversight Committee  Mayor	May 2026		To raise funds for a Mayoral Charity at appropriate Civic events.	None
<u>Annual Town Meeting</u>	Oversight Committee  Administrative Officer  Town Clerk	April 2026		Invite community organisations to attend the Annual Town Meeting in 2026.	£200
<u>Mayoral Reception</u>	Oversight Committee  Administrative Officer  Town Clerk	May 2026		Invite community organisations to attend the Mayoral Reception in 2026, in agreement with Mayor.	£1,500
<u>Citizens Award</u> To recognise individuals for excellent service to Crediton	Oversight Committee  Administrative Officer	Ongoing		Nominations considered and awards presented when suitable.	£500 ear marked reserve

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	Town Clerk				
<u>Remembrance Sunday</u> To organise the Remembrance Sunday event	Oversight Committee  Events and Town Centre Officer	November 2026		Remembrance Sunday event open to all.	£1,200
<b><u>Training</u></b>					
<u>To continue to provide appropriate training to staff</u> <ul style="list-style-type: none"> <li>Inform all members of staff of relevant courses and encourage to attend</li> </ul>	Oversight Committee  Town Clerk	Ongoing		Appropriate Continual Professional Development made available to staff members	£4,000 (including staff and councillor training)
<u>To continue to provide appropriate training to members</u> <ul style="list-style-type: none"> <li>Inform members of relevant courses and encourage to attend</li> </ul>	Oversight Committee  Town Clerk	Ongoing		Appropriate training to provide councillors with the appropriate training to undertake their role successfully.	£4,000 (including staff and councillor training)