



**Minutes of the Annual Meeting of Credition Town Council held on
Tuesday, 15th May 2018, at 7.00 pm, at the Council Chamber, Market Street, Credition**

Present: Cllrs Mr F Letch, Miss J Harris, Mr M Szabo, Mr J Ross, Mrs E Brookes-Hocking, Mr R Wright, Ms K Piercy, Mrs A Hughes and Mr N Way

In Attendance: Mrs C Dalley, Town Clerk

1805/001 To elect the Chairman/Mayor for 2018-19

It was **resolved** that Cllr Letch be Chairman and Mayor for 2018-19. (Proposed by Cllr Harris)

1805/002 The Chairman will read and sign the prescribed 'Declaration of Acceptance of Office'

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

1805/003 To elect the Deputy-Chairman/Deputy Mayor for 2018-19

It was **resolved** that Cllr Harris be Deputy-Chairman and Deputy Mayor for 2018-2019. (Proposed by Cllr Letch)

1805/004 To receive and accept apologies

It was **resolved** to receive and accept apologies from Cllrs Mrs H Zorlu and Mr J Downes. (Proposed by Cllr Harris)

1805/005 Declarations of Interest

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

Cllr Brookes-Hocking declared a personal interest in agenda item 31, planning application 18/00700/LBC.

1805/006 Town Council Minutes – To approve and sign the minutes of the Credition Town Council meeting held on Tuesday, 17th April 2018, as a correct record. Copies had been circulated with the agenda. It was **resolved** to approve and sign the minutes of the Town Council meeting held on 17th April 2018, as a correct record. (Proposed by Cllr Szabo)

1805/007 Matters Arising

There were no matters arising.

1805/008 To receive, and to ratify the decisions therein, the minutes of the following Committee meetings:

- **Christmas in Crediton Committee held on Tuesday, 24th April 2018**
It was **resolved** to receive and to ratify the decisions therein, the minutes of the Christmas in Crediton Committee held on Tuesday 24th April 2018. (Proposed by Cllr Letch)
- **Grants Committee held on Tuesday, 24th April 2018**
It was **resolved** to receive and to ratify the decisions therein, the minutes of the Grants Committee held on Tuesday, 24th April 2018. (Proposed by Cllr Harris)
- **Policy & Forward Planning Committee held on Tuesday, 1st May 2018**
It was **resolved** to receive and to ratify the decisions therein, the minutes of the Policy & Forward Planning Committee held on Tuesday, 1st May 2018. (Proposed by Cllr Brookes-Hocking)
- **Administration & Personnel Committee held on Wednesday, 2nd May 2018**
It was **resolved** to receive and to ratify the decisions therein, the minutes of the Administration & Personnel Committee held on Wednesday, 2nd May 2018. (Proposed by Cllr Harris)
- **Property & Allotments Committee held on Tuesday, 8th May 2018**
It was **resolved** to receive and to ratify the decisions therein, the minutes of the Property & Allotments Committee held on Tuesday, 8th May 2018. (Proposed by Cllr Harris)

A copy of the minutes had been issued with the agenda or prior to the meeting.

1805/009

To resolve to dissolve the following Council committees:

- Administration & Personnel
- Policy & Forward Planning
- Property & Allotments
- Grants
- Floral Crediton
- Christmas in Crediton
- Parish Paths
- Crediton Open Space

and replace with the following committees and sub-committees:

- Town Strategy Committee incorporating a Christmas in Crediton Sub-Committee and a Grants Sub-Committee
- Council Affairs Committee
- Environment Committee incorporating a Parish Paths Sub-Committee

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- Administration & Personnel
- Policy & Forward Planning
- Property & Allotments
- Grants
- Floral Crediton
- Christmas in Crediton
- Parish Paths

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- Town Strategy Committee incorporating a Christmas in Crediton Sub-Committee and a Grants Sub-Committee
- Council Affairs Committee
- Environment Committee incorporating a Parish Paths Sub-Committee

(Proposed by Cllr Brookes-Hocking)

- 1805/010 To consider and agree the new Calendar of Meetings for the year.** A copy of the new calendar had been issued with the agenda. It was **resolved** to approve the new Calendar of Meetings for the year. (Proposed by Cllr Letch)
- 1805/011 To review the Council's delegation arrangements to committees, sub-committees and employees.** A copy of the Council's new Scheme of Delegation, based on the new Committee structure, had been issued prior to the meeting. It was **resolved** to adopt the Council's new Scheme of Delegation. (Proposed by Cllr Letch)
- 1805/012 To review the Council's Terms of Reference for committees.** A copy of the Council's new Terms of Reference had been issued prior to the meeting. It was **resolved** adopt the Council's new Terms of Reference for committees. (Proposed by Cllr Harris)
- 1805/013 To approve that the Chairman, Vice Chairman, and the Chairman of the relevant committee most closely related to the particular matter constitute an Emergency Committee.** It was **resolved** to approve the appointment of the Chairman, Vice Chairman, and the Chairman of the relevant committee most closely related to the particular matter as an Emergency Committee of the Council. (Proposed by Cllr Harris)
- 1805/014 To receive nominations for the appointment of members to committees.**
- **Town Strategy Committee**
It was **resolved** to appoint Cllrs Piercy, Downes, Letch, Ross, Harris, Hughes and Brookes-Hocking on the Town Strategy Committee. (Proposed by Cllr Harris)
 - **Council Affairs Committee**
It was **resolved** to appoint Cllrs Piercy, Letch, Harris, Hughes, Brookes-Hocking and Zorlu to serve on the Council Affairs Committee. (Proposed by Cllr Brookes-Hocking)
 - **Environment Committee**
It was **resolved** to appoint Cllrs Harris, Wright, Hughes, Letch, Piercy and Szabo to serve on the Environment Committee. (Proposed by Cllr Letch)
 - **Christmas in Crediton Sub-Committee**
It was **resolved** to appoint Cllrs Brookes-Hocking, Hughes and Letch to serve on the Christmas in Crediton Sub-Committee. (Proposed by Cllr Brookes-Hocking)
 - **Grants Sub-Committee**
It was **resolved** to appoint Cllrs Brookes-Hocking, Harris, Letch and Hughes to serve on the Grants Sub-Committee. (Proposed by Cllr Letch)

- **Parish Paths Sub-Committee**

It was **resolved** to appoint Cllrs Szabo, Wright and Piercy and Letch to serve on the Parish Paths Sub-Committee. (Proposed by Cllr Letch)

1805/015 To appoint four Councillors to be the Town Council's audit checkers for 2018-2019. It was **resolved** for Cllrs Letch, Harris, Hughes and Piercy to be the Town Council's audit checkers for 2018-2019. (Proposed by Cllr Harris)

1805/016 To resolve to adopt, with immediate effect, revised Council Standing Orders, in accordance with the new 2018 version of the NALC Model Standing Orders. A copy of the Council's revised Standing Orders had been issued prior to the meeting. It was **resolved** to adopt, with immediate effect, the revised Council Standing Orders, which had been amended in accordance with the new 2018 NALC Model Standing Orders. (Proposed by Cllr Harris)

1805/017 To review the Council's Financial Regulations. A copy of the Council's Financial Regulations had been issued with the agenda. It was **resolved** to adopt the Council's Financial Regulations. (Proposed by Cllr Harris)

1805/018 To appoint representatives to the following outside bodies and agree procedures for reporting back to the Council. It was **resolved** to make the following appointments, with written reports being submitted to Council, by the representatives, as and when deemed necessary.

a. Hayward's Educational Foundation	Cllr Piercy
b. Crediton United Charities	Cllrs Harris & Piercy
c. Devon Association of Local Councils (& Larger Councils Sub Committee)	Cllr Brookes-Hocking
d. Crediton Twinning Association	Cllr Letch
e. Boniface Link Association	Cllr Harris
f. Mid Devon Community Safety Partnership	Cllr Wright
g. Friends of Crediton Station	Cllr Szabo
h. Sustainable Crediton	Cllr Ross
i. AQMA Steering Group	Cllr Brookes-Hocking
j. Crediton Children's Centre Management Committee	Cllr Hughes
k. Newton St Cyres Cycle/Pathway Group	Cllr Way
l. Crediton Chamber of Commerce	Cllr Ross
m. Okehampton Rail Forum	Cllrs Way & Szabo
n. League of Friends of Crediton Hospital	Cllr Ross

(Proposed by Cllr Letch)

1805/019 To review the Council's Assets and Lease Arrangements. A copy of the Council's Asset Register and Lease Arrangements had been issued with the agenda. Cllr Szabo commented that the Heritage fingerpost situated outside Lloyds Bank did not appear to be on the Council's Asset Register. The Clerk advised that she would investigate and amend the asset register, as required. It was **resolved** to accept the Council's Assets and Lease Arrangements. (Proposed by Cllr Szabo)

- 1805/020** **To review the Council's insurance requirements.** Copies of the existing agreement with Hiscox had been issued with the agenda. It was **resolved** to accept the Council's insurance requirements. (Proposed by Cllr Letch)
- 1805/021** **To review the Council and its employees memberships of other bodies**
- a. Devon Association of Local Councils
 - b. National Association of Local Councils
 - c. Society of Local Council Clerks
 - d. Devon Communities Together
 - e. Campaign for Rural England
- Further information relating to this item had been issued with the agenda. It was **resolved** to continue with membership of the Devon Association of Local Councils, National Association of Local Councils, Society of Local Council Clerks, Devon Communities Together and Campaign for Rural England. (Proposed by Cllr Harris)
- 1805/022** **To review the Council's Complaints Procedure.** A copy of the Council's Complaints Procedure had been issued with the agenda. It was **resolved** to agree and adopt the Council's Complaints Procedure. (Proposed by Cllr Harris)
- 1805/023** **To review the Council's Freedom of Information Act Model Publication Scheme and the Council's procedures for handling requests made under the Freedom of Information Act.** A copy of the Publication Scheme together with the Council's procedures had been issued with the agenda. It was **resolved** to agree and adopt the Freedom of Information Act Model Publication Scheme and the Council's procedures for handling requests made under the Freedom of Information Act. (Proposed by Cllr Brookes-Hocking)
- 1805/024** **To review and adopt the Council's Data Protection Privacy Policy, General Privacy Notice and Privacy Notice for Staff, Councillors and Role Holders in accordance with the new General Data Protection Regulation.** Copies of the policy and notices had been issued prior to the meeting. It was **resolved** to agree and adopt the Council's Data Protection Privacy Policy, General Privacy Notice and Privacy Notice for Staff, Councillors and Role Holders. (Proposed by Cllr Brookes-Hocking)
- 1805/025** **To review the Council's Communications and Media Policy.** A copy of the Council's Communications and Media Policy had been circulated with the agenda. It was **resolved** to agree and adopt the Council's Communications and Media Policy. (Proposed by Cllr Brookes-Hocking)
- 1805/026** **Chairman's Annual Report 2017-2018 - To receive the Chairman's Annual Report 2017-2018 and approve for publication.** A copy of the Chairman's Annual Report had been issued with the agenda. It was **resolved** to approve the Chairman's Annual Report 2017-2018 for publication in the Town Council's Annual Report. (Proposed by Cllr Harris)
- 1805/027** **Public Question Time**
There were no members of the public present.
- 1805/028** **Chairman's and Clerk's Announcements**
Cllr Letch announced he had attended the following:

- 26th April – QE Academy foreign language speaking competition as a judge.
- 2nd May – Chaired a Health & Wellbeing meeting, to discuss the arrangements for the Crediton Community Conversation event, being held on 23rd May 2018.
- 3rd May – Bi-annual Police awards in Exeter.
- 10th May – Mid Devon District Council's (MDDC) Cabinet Meeting which discussed the Crediton Council Office building, where it was noted that Cllr Letch was the only District Council Ward member for Crediton present.
- 15th May – Gypsy, Romany and Traveller Forum.

1805/029 **Order of Business**

There were no changes to the order of business.

1805/030 **Police Report.** The Clerk advised that she had only been able to access very basic crime information for Crediton Town and the latest figures accessible related to March 2018, when 45 crimes were reported, which were as follows:

- 11 Anti-social behaviour
- 3 Criminal damage and arson
- 1 Other Crime
- 4 Other theft
- 4 Public Order
- 3 Shoplifting
- 19 Violence and sexual offences

1805/031 **Mid Devon District Council - Planning Applications**

Mid Devon District Council, the determining Authority, has asked for comments from this Town Council on the following planning applications:

Reference: 17/00348/MOUT

Proposal: Residential development of up to 257 dwellings and up to 5 Gypsy and Traveller pitches; 8.6 hectares of land made available to facilitate the relocation of Crediton Rugby Club; up to 1.1 hectares of land safeguarded for the delivery of a primary school; access arrangements from A3072 (Exhibition Way); pedestrian and cycle access on to Pounds Hill/Stonewall Cross junction, Old Tiverton Road and Pedlerspool Lane; landscaping and area of public open space; and other associated infrastructure and engineering operations

Location: Land at NGR 284185 101165 (Creedy Bridge), Crediton, Devon

Applicant: Messrs T Turner, S Turner, R. Turner, B Stamp & O Taylor, Gleeson Developments Ltd, C/o Mrs Jane Terry, Vail Williams LLP, CarriageHouse, Walnut Tree Close, Guildford, GU1 4TX

It was **resolved** to support Sandford Parish Council's concerns and OBJECT to the application on the following grounds:

The housing density for the site is more than 25% higher than the allocation in the emerging Local Plan. This level of density has negative effects. It is detrimental to the town setting and views of the town because the site is agricultural farm land bordered by trees in a river valley. The NPPF (11.109) recommends that the planning system 'should contribute and enhance the natural and local environment by protecting and

enhancing valued landscapes'. If the density were lower, especially with a reduced density on the north side of the site, which is most visible, and a more ambitious green infrastructure plan introduced, the development would fit better into the setting and the negative impact on the valley would be reduced.

If the development were to be approved, it is essential to the historic street layout that the mature oaks along Pedlerspool Lane be retained. Keeping these and more robust landscaping would help to 'establish a strong sense of place ... and ... create [an] attractive and comfortable place to live.' (NPPF 7.58), also helping to protect a much valued landscape.

The NPPF (11.125) recommends that planning policies and decisions should limit the impact of light pollution from artificial light on local amenity, intrinsically dark landscapes and nature conservation. The negative aspects of light pollution have not been addressed at the outset and will impact on what has previously been a naturally dark landscape.

Para 4.35 of the NPPF stresses the desirability of developments having access to 'high quality public transport facilities' and a robust Travel Plan. This site is not well located for easy access to the town's public transport, especially for commuter routes. To mitigate this, 'developments ... should... give priority to pedestrian and cycle movements'. The outline plan does not adequately address sustainable transport, especially pedestrians and cyclists as the most direct routes into the town centre have not been identified for the whole site.

In addition, the proposal to close Pedlerspool Lane to motor vehicles and to divert through the development to the A3072 may also divert local through-traffic up the single track Longbarn Lane, which is unsuitable.

Also, it is agreed that additional traffic will use Stonewall Lane. Although there are proposals to improve passing places, there are still stretches where it will remain single track because of the topography. This will not be an adequate link between such a large development and the western end of the town or even the town centre itself.

(Proposed by Cllr Brookes-Hocking) Cllr Letch abstained from the vote.

Cllr Szabo advised that The Campaign to Protect Rural England (CPRE) is supporting a study to challenge the overall housing numbers being recommended for Devon by the government.

Reference:	18/00587/CAT
Proposal:	Notification of intention to reduce branches and crown lift 1 Yew tree 3.4m above ground level; crown lift 1 Yew tree by 3.5m above ground level and reduce overall spread on the South Western side by up to 2m within the Conservation Area
Location:	Courtlands, Old Tiverton Road, Crediton, EX17 1EE
Applicant:	Mr A & Mrs P Bedford, Courtlands, Old Tiverton Road, Crediton, EX17 1EE

It was **resolved** to recommend NO OBJECTION as long as MDDC's Tree Officer's professional opinion is that the work is necessary. (Proposed by Cllr Brookes-Hocking)

Reference: 18/00514/FULL
 Proposal: Demolition of stores to provide courtyard area and provision of access ramp
 Location: Crediton Community Bookshop, 21 High Street, Crediton, EX17 3AH
 Applicant: Dee Lalihee Huggins, Crediton Community Bookshop, 21 High Street, Crediton, EX17 3AH

It was **resolved** to recommend APPROVAL. (Proposed by Cllr Brookes-Hocking)

Reference: 18/00515/LBC
 Proposal: Listed Building Consent for the demolition of stores to provide courtyard area and provision of access ramp and internal alterations to provide wc, cafe, kitchen and meeting rooms
 Location: Crediton Community Bookshop, 21 High Street, Crediton, EX17 3AH
 Applicant: Dee Lalihee Huggins, Crediton Community Bookshop, 21 High Street, Crediton, EX17 3AH

It was **resolved** to recommend APPROVAL. (Proposed by Cllr Brookes-Hocking)

Reference: 18/00447/HOUSE
 Proposal: Erection of extension
 Location: 35 Cromwells Meadow, Crediton, EX17 1JZ
 Applicant: Mrs C Phillips, 35 Cromwells Meadow, Crediton, EX17 1JZ

It was **resolved** to recommend NO OBJECTION. (Proposed by Cllr Harris)

Reference: 17/02061/MFUL
 Proposal: Remodelling and modernisation of existing garden centre following demolition of existing structures, to include erection of retail areas, cafe, and warehouse, formation of new vehicular access, provision of parking areas, and landscaping
 Location: Crediton Garden Centre, Barnstaple Cross, Crediton, EX17 2ER
 Applicant: Mr R Broad, Homeleigh Garden Centre, Dutson, Launceston, PL15 9SP

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

Reference: 18/00651/HOUSE
 Proposal: Alterations to roof to replace flat roof with pitched roof to provide an additional first floor bedroom
 Location: 16 Creedy Road, Crediton, EX17 1EW
 Applicant: Mr & Mrs A Elston, 16 Creedy Road, Crediton, EX17 1EW

It was **resolved** to recommend APPROVAL. (Proposed by Cllr Harris)

Reference: 18/00638/LBC
 Proposal: Listed Building Consent for the removal of an internal wall
 Location: 18 The Lodge, Western Road, Crediton, EX17 3RD
 Applicant: Mr O Fursdon, Fursdon House, Cadbury, Exeter, EX5 5JS

It was **resolved** to recommend NO OBJECTION. (Proposed by Cllr Harris)

Reference: 18/00700/LBC
 Proposal: Listed Building Consent for the replacement of windows and a door at the rear of property
 Location: 9 North Street, Crediton, EX17 2BT
 Applicant: Mrs D Harris, 9 Bickleigh, North Street, Crediton, EX17 2BT

It was **resolved** to recommend APPROVAL. (Proposed by Cllr Harris)

Reference: 18/00706/HOUSE
 Proposal: Erection of two-storey side extension and formation of access and provision of hardstanding for the parking of vehicles
 Location: 20 Butt Parks, Crediton, EX17 3HE
 Applicant: Mr & Mrs McDonald, 20 Butt Parks, Crediton, EX17 3HE

Cllr Letch declared a personal interest as the applicant lives in his road. It was **resolved** to recommend NO OBJECTION. (Proposed by Cllr Brookes-Hocking)

1805/032

Mid Devon District Council - Planning Decisions

It was **resolved** to note that Mid Devon District Council, the determining Authority, has APPROVED the following applications with conditions as filed. (Proposed by Cllr Letch)

Reference: 18/00358/LBC
 Proposal: Listed Building Consent for the removal of existing external branch signage and ATM and remove internal fixtures, fittings, furniture and equipment relating to the operation of the bank
 Location: 133 High Street, Crediton, EX17 3DT
 Applicant: The Royal Bank of Scotland Group, RBS Gogarburn, 1st Business House C, PO Box 1000, Edinburgh, EH12 1HQ

Reference: 18/00357/FULL
 Proposal: Removal of existing branch signage and ATM
 Location: 133 High Street, Crediton, EX17 3DT
 Applicant: The Royal Bank of Scotland Group, RBS Gogarburn, 1st Business House C, PO Box 1000, Edinburgh, EH12 1HQ,

Reference: 18/00337/FULL
 Proposal: Change of use of wool shop to hot food takeaway and installation of extract flue
 Location: Crediton Wool Shop, 53 High Street, Crediton, EX17 3JX
 Applicant: Mrs T Foster, 2 Primrose Way, Crediton, EX17 1BZ

Reference: 18/00317/CAT
 Proposal: Notification of intention to remove the deadwood of 3 Lime trees and pollard 3 Lime trees within the Conservation Area
 Location: Graveyard, Holy Cross Church, East Street, Crediton
 Applicant: Crediton Church Corporation, Boniface Centre, Church Lane, Crediton, EX17 2AH

Reference: 18/00088/FULL
 Proposal: Conversion of a public toilet to a food outlet/kiosk, including retention of one toilet cubicle for use by the public
 Location: Public Conveniences, St Lawrence Green, Crediton
 Applicant: Mr A Gray, M C Kelly Ltd, Elston Farm, Copplestone, Crediton, EX17 5PB

Reference: 17/01643/HOUSE
 Proposal: Retention of 2 storage sheds 1.6m high trellis and hardstanding on front boundary

Location: 30 Okefield Road, Crediton, EX17 2DL
 Applicant: Ms L Burrow, 30 Okefield Road, Crediton, EX17 2DL

Reference: 15/01861/FULL
 Proposal: Erection of 4 dwellings and formation of new access following demolition of sheds and outbuildings (Revised scheme)
 Location: 25 Exeter Road, Crediton, EX17 3BL
 Applicant: Mr P Williams & Mr T Beagent, C/o 25 Exeter Road, Crediton, EX17 3BL

Reference: 18/00244/FULL
 Proposal: Alterations to internal layout and rear fenestration, levelling of ground to rear to form garden, erection of conservatory and upgrading/sound proofing of boundary fence
 Location: 8 Charles Symonds Court, Mill Street, Crediton, EX17
 Applicant: Reed Construction & Development Ltd, 106 High Street, Crediton, EX17 3LF

Reference: 18/00243/FULL
 Proposal: Alterations to internal layout and rear fenestration, levelling of ground to rear to form garden, erection of conservatory and upgrading/sound proofing of boundary fence
 Location: 5 Charles Symonds Court, Mill Street, Crediton, EX17
 Applicant: Reed Construction & Development Ltd, 106 High Street, Crediton, EX17 3LF

Reference: 18/00242/FULL
 Proposal: Alterations to internal layout and rear fenestration, levelling of ground to rear to form garden, erection of conservatory and upgrading/sound proofing of boundary fence
 Location: 4 Charles Symonds Court, Mill Street, Crediton, EX17
 Applicant: Reed Construction & Development Ltd, 106 High Street, Crediton, EX17 3LF

- Reference: 18/00567/CAT
 Proposal: Notification of intention to fell 1 Fir tree within the Conservation Area
 Location: 63 High Street, Crediton, EX17 3JX
 Applicant: Mr R Stephenson & Ms E Gregory, 63 High Street, Crediton, EX17 3JX
- Reference: 18/00439/CAT
 Proposal: Notification of intention to remove 1 Silver Birch tree within the Conservation Area
 Location: The Pound Mill Street Crediton Devon
 Applicant: Miss C Lawes, The Pound, Mill Street, Crediton, EX17 3AA
- Reference: 18/00531/CAT
 Proposal: Notification of intention to remove 9 Fir trees
 Location: 1 The Limes, East Street, Crediton, EX17 3BA
 Applicant: Mrs E Hustwayte, 1 The Limes, East Street, Crediton, EX17 3BA
- Reference: 18/00426/FULL
 Proposal: Erection of extension and decking area, and alterations including provision of access ramp
 Location: Methodist Church, Union Road, Crediton, EX17 3AW
 Applicant: Mrs C Marshall, Methodist Church, Union Road, Crediton, EX17 3AW
- It was **resolved** to note that Mid Devon District Council, the determining Authority, has REFUSED the following application with conditions as filed. (Proposed by Cllr Letch)
- Reference: 18/00365/FULL
 Proposal: Change of use of land for the siting of 3 self-storage shipping containers (Class B8)
 Location: Land at NGR 284428 100189, Commonmarsh Lane, Lords Meadow, Industrial Estate, Crediton, EX17
 Applicant: Mr I May, Fir Cottage, 23 Mill Street, Crediton, EX17 1EY

- 1805/033 Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment, receipts, and bank transfers for the period 1st April 2018 to 15th May 2018 inclusive and to receive the bank reconciliation.** The schedule of payments, receipts and bank transfers had been issued prior to the meeting. It was **resolved** to approve the payments totalling £40,294.63, receipts totalling £147,915.98, transfers totalling £139,000 and accept the bank reconciliations, copies of which are attached to these minutes as Appendix One. (Proposed by Cllr Letch)
- 1805/034 To receive a list of outstanding debts owed to Crediton Town Council.** The documentation relating to this item had been issued prior to the meeting. It was **resolved** to note the outstanding debts of £125.74, a copy of which is attached to these minutes as Appendix Two. (Proposed by Cllr Letch)
- 1805/035 Budget Review - To review the budget for the year to date.** The budget sheet had been issued prior to the meeting. It was **resolved** to note the budget sheets and the information contained therein, a copy of which is attached to these minutes as Appendix Three. (Proposed by Cllr Letch)

- 1805/036** To receive a report from the Council's internal control checkers, following the monthly random inspection and agree any actions. A copy of the report had been issued prior to the meeting. It was **resolved** to note the report with no further actions. (Proposed by Cllr Letch)
- 1805/037** To consider the internal audit report from the Council's Internal Auditor, Mr Stuart Pollard, for the financial year 2017-2018 and agree any action. The Clerk explained that due to illness the Council's internal auditor had not yet submitted his report and requested this item be deferred to the next Council meeting. It was **resolved** to defer this item until the July Council meeting. (Proposed by Cllr Harris)
- 1805/038** To receive and agree the Council's accounts for the financial year 2017-2018. A copy of the documentation had been issued prior to the meeting. It was **resolved** to agree and approve the Council's accounts for the financial year 2017-2018. (Proposed by Cllr Harris)
- 1805/039** To consider and agree the Annual Governance Statement 2017/18 detailed in the external audit annual return. A copy of the annual return had been issued prior to the meeting. Each item was considered individually and it was **resolved** to agree the Annual Governance Statement for the year ended 31st March 2018. (Proposed by Cllr Harris)
- 1805/040** To discuss and agree the Annual Accounting Statements 2017/18 detailed in the external audit annual return. A copy of the annual return had been issued prior to the meeting. It was **resolved** to agree the Annual Accounting Statements for the year ended 31st March 2018. (Proposed by Cllr Harris)
- 1805/041** To resolve to make the following Members' allowances for the financial year 2018-2019
- Mayor's Allowance £600
 - Elected Members' Allowance £80
- It was **resolved** to pay the Members allowances detailed above for the financial year 2018-19. (Proposed by Cllr Szabo) Cllr Letch abstained.
- 1805/042** To agree to amend the signatories on the Hampshire Trust Bank account to include the Town Clerk in order that she can make enquiries on behalf of the Council. The Clerk advised that Hampshire Trust Bank only allow four signatories on their accounts and that enquiries regarding the account, such as requesting bank statements, balances and general queries, can only be made by an account signatory. It was **resolved** to remove Cllr Downes as a signatory on the Hampshire Trust Bank account and replace him with the Town Clerk, Mrs Clare Dalley. (Proposed by Cllr Harris)
- 1805/043** To discuss the idea of asking Mid Devon District Council to introduce free parking at St Saviours Way car park from 2.00 pm on a Saturday afternoon until Monday morning. This item had been requested by Cllr Wright. It was **resolved** to support Cllrs Wright and Letch in asking Mid Devon District Council to introduce free parking at St Saviours Way car park from 2.00 pm on a Saturday to 8.00 am on a Monday morning. (Proposed by Cllr Harris)

1805/044 Councillor Reports - At the discretion of the Chairman, to receive reports from Councillors (Town, District, and County) and representatives of the Council - strictly for information only.

Cllr Wright:

- Had attended an MDDC Environment Policy Development Group meeting. A 10% increase in burial fees had been recommended. It had been approved that everyone under the age of 18 should be buried for free. A recommendation is being made to Cabinet to waive the fee for Exclusive Right Of Burial for 30 years for anyone under the age of 18. It has been agreed to increase the fixed penalty notice for littering from £80 to £150. He also advised that subject to the witness signing a witness statement, MDDC can now prosecute the registered owner of a vehicle if someone throws litter out of their vehicle and dog owners for dog fouling offences.

Cllr Way:

- Attended a Boniface Trail meeting and reported the group were getting on well with the project.
- Attended the meeting to discuss the arrangements for the Crediton Community Conversation event.
- Attended a Friends of Crediton Library meeting.
- Attended two highway surgeries, a large proportion of the issues are being raised by residents of the parishes.
- Attended a Tarka Line forum meeting, where the tearooms were discussed and there is an interested party talking to Network Rail.
- South West Ambulance Service is encouraging communities to register their external Automated External Defibrillators. The Clerk confirmed the Town Council's has been registered.

1805/045 Correspondence and Matters To Note - To receive Council correspondence and matters to note as detailed below. Copies of the correspondence and matters to note had been issued with the agenda.

Correspondence

1. DeVA - Voluntary Voice Elections 2019
2. DCT - Community Led Housing Training
3. DCC - Bus fleet information
4. Victim Support - Grant enquiry
5. North Dartmoor Search & Rescue Team - Grant enquiry
6. Member of public - Parking in Commonmarsh Lane
7. MDDC - Planning Committee Agenda 18th April 2018
8. Assistant Clerk - Councillor training GDPR
9. MDDC - Agenda for Council 25th April 2018
10. DCC - South Hams Planning Document
11. CCC - Proposed new garden centre Crediton
12. Stop Homeleigh Group - Planning objection
13. Member of the Public - Food standards Age Concern
14. MDDC - Consultation on Tiverton Town Centre Masterplan SPD
15. Town Clerk - Resignation of Jade Walters
16. Sandford Parish Clerk - Creedy Bridge Planning application

17. Town Clerk - Meeting with Ian Sorensen
18. Citizens Advice - Letter of thanks for Grant
19. MDDC - Agenda for Cabinet 10th May 2018
20. MDDC - DPA 18 briefing for Towns & Parishes
21. Member of public - Increasing number of developments
22. MDDC - Pedlers Pool Lane

Matters to Note

1. Sustainable Crediton - Update
2. MDDC Press Release - Building Control Officer recognised in superstar awards
3. NALC - Chief Execs bulletin 15 - 13 April
4. RGB Press release - Community fund
5. Healthwatch - Latest edition of healthwatch voices
6. MDDC - Tool theft poster
7. MDDC - Social media app bulletin
8. DALC - Newsletter 17/04/18
9. DALC – NALC password
10. Cllr Piercy – Breaking the mould conference
11. DCT - National rural crime survey
12. NALC - Chief Exec Bulletin 16-20 April
13. NHS – Stay well this winter
14. PCC - Newsletter April 2018
15. DCC - ToR winter service
16. MDDC Press release - Council employees receive award for reducing anti-social behaviour
17. MDDC - Mid Devon Gazette column
18. MDDC Press release - Compulsory recycling
19. DALC - Latest newsletter
20. NALC- Chief Exec Bulletin 17-27 April
21. Sustainable Crediton - Special general meeting notice & newsletter

Correspondence item 21 - Cllr Brookes-Hocking thanked the Clerk for providing such a detailed response.

Correspondence item 6 - Cllr Brookes-Hocking asked Cllr Way if this issue had been dealt with. Cllr Way advised he needed to look at it again.

It was **resolved** to note the correspondence and matters to note. (Proposed by Cllr Letch)

PART TWO

- 1805/046** It was **resolved** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as it involves the likely disclosure of sensitive and confidential information. (Proposed by Cllr Letch)
- 1805/047** **To receive an update on the Crediton Council Office building and agree any actions required.** The Clerk advised that it had become evident from MDDC's Scrutiny Committee agenda and supporting papers that MDDC's Cabinet had, on Thursday, 10th May 2018, taken the decision to sell the Council Office building to another interested party. Following this decision, MDDC's Chair of Scrutiny had 'called in the decision' for consideration by the Scrutiny Committee on Monday, 21st May 2018.

The agenda item for MDDC's Scrutiny Committee meeting reads as follows:

'To consider the decision of the Cabinet made on 10th May 2018 with regard to the sale/disposal of the Crediton Office.

The Chairman of the Scrutiny Committee has called in the following decision of the Cabinet: that subject to contract, to dispose of the Crediton office building to buyer 2 on the terms set out in paragraph 3.5 of the report for the following reasons:

1. *the decision appears to have been made, not in haste, but without full recognition of the potential for:*
 - *further negotiations to take place with Crediton Town Council to see whether a more acceptable offer could be achieved. There is, despite the known financial pressures in local government, no deadline by which the decision had or has to be made - other than the need for a disposal to take place before the end of the 18-month protected period which applies to disposals of assets of community value in order to avoid a further moratorium.*
 - *the central and valued location of the building to Crediton which, if it were to be transferred to Crediton Town Council, could sustain the well-being and social cohesion of the town*
2. *it is unclear how the Cabinet took into account the following Corporate Plan objectives:*
 - *working with local communities to encourage them to support themselves, including retaining and developing their local facilities and services*
 - *working with town and parish councils'*

Due to the confidential nature of this item no further information can be disclosed at this time.

1805/048

Close

The meeting closed at 9.25 pm.

15 May 2018 (2018-2019)

Credition Town Council PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400421	Grant Funding	Churches Housing Actioi	E	1,500.00	0.00	1,500.00
2	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400422	Grant Funding	Credition & District Acce	E	150.00	0.00	150.00
3	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400423	Grant Funding	Credition Town Team (FI	E	800.00	0.00	800.00
4	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400423	Grant Funding	Credition Town Team (B	E	2,000.00	0.00	2,000.00
5	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400424	Grant Funding	Journey Therapeutic Coi	E	250.00	0.00	250.00
6	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400425	Grant Funding	The Turning Tides Proje	E	1,000.00	0.00	1,000.00
7	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400426	Grant Funding	Credition Talking Newsp	E	300.00	0.00	300.00
8	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400427	Grant Funding	Credition Rugby Football	E	750.00	0.00	750.00
9	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400428	Grant Funding	The Brown Paper Bag T	E	300.00	0.00	300.00
10	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400429	Grant Funding	Credition Parish Church	E	160.00	0.00	160.00
11	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400430	Grant Funding	St Boniface Concert Soc	E	300.00	0.00	300.00
12	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400431	Grant Funding	Tiverton & District Comr	E	1,500.00	0.00	1,500.00
13	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400432	Grant Funding	Credition International S	E	500.00	0.00	500.00
14	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400433	Grant Funding	Credition Town Band	E	500.00	0.00	500.00
15	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400434	Grant Funding	Torridge, North, Mid & \	E	2,500.00	0.00	2,500.00
16	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400435	Grant Funding	Action for Children	E	500.00	0.00	500.00
17	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400436	Grant Funding	Involve Voluntary Actio	E	500.00	0.00	500.00
18	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400437	Grant Funding	Credition Area History &	E	1,000.00	0.00	1,000.00
19	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400438	Grant Funding	Credition Youth Theatre	E	800.00	0.00	800.00
20	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400439	Grant Funding	Credition Arts Centre	E	1,000.00	0.00	1,000.00
21	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400439	Grant Funding	Credition Arts Centre (Fc	E	1,000.00	0.00	1,000.00
22	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400439	Grant Funding	Credition Arts Centre (B	E	800.00	0.00	800.00
23	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400440	Grant Funding	Credition Community Bo	E	650.00	0.00	650.00
24	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400441	Grant Funding	Credition United Associat	E	920.00	0.00	920.00
25	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400442	Grant Funding	Credition Operatic & Dra	E	500.00	0.00	500.00
26	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400443	Grant Funding	Boniface Trail Associatic	E	400.00	0.00	400.00
27	Grants to other Groups/	16/04/2018	No.19 (28.10.	Co-operative curre	400444	Grant Funding	Age Concern	E	2,000.00	0.00	2,000.00
28	Telephone Charges	03/04/2018		Co-operative curre	DD	Telephone Charges	BT	S	155.71	31.14	186.85
29	Photocopier/Printing Ch	17/04/2018		Co-operative curre	400448	Printing Charges	Concorde	S	26.72	5.34	32.06
30	Subscriptions	17/04/2018		Co-operative curre	400449	NALC Affiliation fees	DALC	Z	289.72	0.00	289.72
31	Subscriptions	17/04/2018		Co-operative curre	400449	DALC Affiliation fees	DALC	X	27.44	0.00	27.44
32	Subscriptions	17/04/2018		Co-operative curre	400449	DALC Service Charge	DALC	S	521.29	104.26	625.55
33	Bandstand maintenance	17/04/2018		Co-operative curre	400450	Bandstand - Roof repairs	R J Brooks & Son Ltd	S	85.00	17.00	102.00
34	Christmas in Cred - Con	17/04/2018		Co-operative curre	400451	First Aid & Medical Cover	Devon EMS	E	90.00	0.00	90.00
35	Staff/Councillor Training	17/04/2018		Co-operative curre	400452	SLCC Regional Conferenc	SLCC Enterprises Ltd	S	140.00	28.00	168.00
36	Office Supplies	11/04/2018		Petty Cash	pettycash	Office Consumables/Tea,	Tescos	E	2.09	0.00	2.09

Crediton Town Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
37	Peoples Park - tree mai	17/04/2018		Co-operative curre	400453	Lucombe Oak Planting	Urban and Rural Tree St	S	270.00	54.00	324.00
38	Mayor's Reception	16/04/2018		Co-operative curre	card	Hospitality refreshments	Tescos	S	34.07	6.53	40.60
39	Office Supplies	17/04/2018		Co-operative curre	card	Lanyards & Name Badges	CKB Ltd	S	6.25	1.25	7.50
40	Bandstand Electricity	18/04/2018		Co-operative curre	directdebit	Bandstand Electricity	EDF Energy	L	24.39	1.22	25.61
41	Hospitality	25/04/2018		Co-operative curre	card	Refreshments - Health &	Tescos	E	12.35	0.00	12.35
42	Stationery	25/04/2018		Co-operative curre	card	Map Pins for Health & We	Tescos	S	1.25	0.25	1.50
43	Staff Salaries	20/04/2018		Co-operative curre	bacs	Salaries - April	Mrs C Dalley	E	1,936.28	0.00	1,936.28
44	Staff Salaries	20/04/2018		Co-operative curre	bacs	Salaries - April	Mrs E Anderson	E	1,345.36	0.00	1,345.36
45	Staff Salaries	20/04/2018		Co-operative curre	bacs	Salaries - April	Mrs E Armitage	E	793.37	0.00	793.37
46	PAYE/National Insuranc	20/04/2018		Co-operative curre	bacs	PAYE/National Insurance	HMRC	E	1,255.12	0.00	1,255.12
47	Pension Contributions	20/04/2018		Co-operative curre	bacs	Pension Contributions	Peninsula Pensions	E	1,346.29	0.00	1,346.29
48	Exhibition Road - Water	01/05/2018		Co-operative curre	directdebit	Exhibition Road - Water	South West Water	E	5.42	0.00	5.42
49	Office Rent	15/05/2018		Co-operative curre	400454	Office Rent	Mid Devon District Coun	E	2,000.00	0.00	2,000.00
50	Security Waste	15/05/2018		Co-operative curre	400455	Security Waste Collection	JB Confidential	S	7.00	1.40	8.40
51	Councillor/Clerk Expens	15/05/2018		Co-operative curre	400477	Councillor Expenses	Mr Frank Letch	E	17.42	0.00	17.42
52	Spinning Path Gardens	15/05/2018		Co-operative curre	400457	Spinning Path Play Area -	Hooper Services	S	50.00	10.00	60.00
53	People's Park - Grass Cu	15/05/2018		Co-operative curre	400457	Peoples Park - Grass Cutt	Hooper Services	S	190.00	38.00	228.00
54	People's Park Maintenan	15/05/2018		Co-operative curre	400457	Peoples Park - Step clear	Hooper Services	S	15.00	3.00	18.00
55	Councillor/Clerk Expens	15/05/2018		Co-operative curre	400458	Councillor Expenses	Kay Piercy	E	83.70	0.00	83.70
56	Office Service Charge	15/05/2018		Co-operative curre	400459	Staff expenses - laundry	Mrs Emma Anderson	E	7.00	0.00	7.00
57	Councillor/Clerk Expens	15/05/2018		Co-operative curre	400459	Staff expenses - travel	Mrs Emma Anderson	E	33.17	0.00	33.17
58	Subscriptions	15/05/2018		Co-operative curre	400478	SLCC Membership - E An	The Society of Local Co	E	185.00	0.00	185.00
59	War Memorial Netting	15/05/2018		Co-operative curre	400461	War Memorial - Netting R	Culm Environmental	E	549.19	0.00	549.19
60	Office Service Charge	15/05/2018		Co-operative curre	400462	Office Service Charge	Mid Devon District Coun	E	2,818.83	0.00	2,818.83
61	Mayor's Reception	15/05/2018		Co-operative curre	400463	Mayors reception - Hall H	Boniface Centre	E	87.50	0.00	87.50
62	Stationery	15/05/2018		Co-operative curre	400464	Stationery	Devon Commercial Stati	S	39.46	7.89	47.35
63	Stationery	15/05/2018		Co-operative curre	400465	Stationery	Devon Commercial Stati	S	11.76	2.35	14.11
64	Councillor/Clerk Expens	15/05/2018		Co-operative curre	400466	Staff expenses - travel	Mrs C Dalley	E	76.30	0.00	76.30
65	Hospitality	15/05/2018		Co-operative curre	400467	Refreshments - Civic Gue	Olivers (Crediton) Ltd	E	52.50	0.00	52.50
66	Mayor's Reception	15/05/2018		Co-operative curre	400468	Mayor's Reception - Cate	Olivers (Crediton) Ltd	E	682.50	0.00	682.50
67	Photocopier/Printing Ch	15/05/2018		Co-operative curre	400469	P3 - map printing	Hedgerow Printing Ltd	S	67.00	13.40	80.40
68	General Fund	15/05/2018		Co-operative curre	400470	Boniface Centre - Health	Boniface Centre	E	175.00	0.00	175.00
69	Grass Verge Cutting	15/05/2018		Co-operative curre	400471	Grass Verge Cutting	Glendale	S	675.00	135.00	810.00
70	Peoples Park - Wildlife /	15/05/2018		Co-operative curre	400472	Wildlife area - Compost b	John Lewis	E	125.00	0.00	125.00
71	Weed Spraying	15/05/2018		Co-operative curre	400473	Weed killer	Edwin Tucker & Sons Lt	S	86.00	17.20	103.20
72	Floral Crediton Signs	15/05/2018		Co-operative curre	400474	Signs for Flower towers	Touchwood Signs Ltd	S	20.00	4.00	24.00
73	Staff/Councillor Training	15/05/2018		Co-operative curre	400475	Councillor Training	DALC	S	40.00	8.00	48.00
74	Photocopier/Printing Ch	15/05/2018		Co-operative curre	400476	Printing Charges	Concorde	S	67.91	13.58	81.49
75	Postage	12/04/2018		Petty Cash	pettycash	Postage - 1st class signec	Post Office Ltd	E	5.00	0.00	5.00

Crediton Town Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
76	Mayor's Reception	16/04/2018		Petty Cash	pettycash	Mayor's Reception Expen:	Crediton Town Council	E	30.00	0.00	30.00
77	Postage	19/04/2018		Petty Cash	pettycash	Postage - Special Delivery	Post Office Ltd	E	14.60	0.00	14.60
78	Office Supplies	25/04/2018		Petty Cash	pettycash	Office Stationery - clipboa	Tescos	S	3.33	0.67	4.00
79	Stationery	15/05/2018		Co-operative curre	400479	Stationery	Devon Commercial Stati	S	8.22	1.64	9.86
80	Upper Deck Maintenanc	15/05/2018		Co-operative curre	400480	Upper Deck - grass cuttin	Hooper Services	S	20.00	4.00	24.00
81	People's Park - Grass C	15/05/2018		Co-operative curre	400480	Peoples Park - Grass Cutt	Hooper Services	S	190.00	38.00	228.00
82	People's Park Maintenar	15/05/2018		Co-operative curre	400480	Peoples Park - Step clear	Hooper Services	S	15.00	3.00	18.00
83	Barnfield - Grass Cuttin	15/05/2018		Co-operative curre	400480	Barnfield - grass cutting	Hooper Services	S	84.00	16.80	100.80
84	Barnfield - Boundary Fe	15/05/2018		Co-operative curre	400480	Barnfield - boundary fenc	Hooper Services	S	41.50	8.30	49.80
85	Exhibition Road - Maint	15/05/2018		Co-operative curre	400480	Exhibition Road - Bounda	Hooper Services	S	64.50	12.90	77.40
86	Greenway Play Area Ma	15/05/2018		Co-operative curre	400480	Greenway Play Area - Gr	Hooper Services	S	50.00	10.00	60.00
87	Spinning Path Gardens	15/05/2018		Co-operative curre	400480	Spinning Path Play Area -	Hooper Services	S	50.00	10.00	60.00
Total									39,686.51	608.12	40,294.63

Crediton Town Council

RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
1 P3 Grants	05/04/2018		Co-operative curre	BACS	Parish Paths - Grant	Devon County Council	E	6,000.00	0.00	6,000.00
2 Precept	06/04/2018		Co-operative curre	BACS	Precept	Mid Devon District Coun	E	119,732.50	0.00	119,732.50
3 DCLG Grant	06/04/2018		Co-operative curre	BACS	DCLG Precept Grant	Mid Devon District Coun	E	978.00	0.00	978.00
4 Barnfield - Allotment Re	06/04/2018		Co-operative curre	Cheque	Barnfield Allotment Rent	Mr S Whalley	E	17.50	0.00	17.50
5 Boniface Allot Ass. Mem	06/04/2018		Co-operative curre	Cheque	Boniface Allot Ass - Meml	Mr S Whalley	E	2.42	0.00	2.42
6 Wayleave Payments	01/04/2018		Co-operative curre	Cheque	Wayleave Payments - 311	Western Power Distribut	E	12.95	0.00	12.95
7 Wayleave Payments	01/04/2018		Co-operative curre	Cheque	Wayleave Payments - 311	Western Power Distribut	E	6.38	0.00	6.38
8 Feasibility Study (S106)	13/04/2018		Co-operative curre	BACS	Feasibility Study - S106 F	Mid Devon District Coun	E	18,430.00	0.00	18,430.00
9 Dog Poo Bag Donations	20/04/2018		Co-operative curre	cash	Donations - Dog Poo Bag	General Public	E	9.44	0.00	9.44
10 Christmas Lights	23/04/2018		Co-operative curre	bacs	Christmas in Crediton Doi	Ivory Secret	E	50.00	0.00	50.00
11 Meeting Refreshments	24/04/2018		Co-operative curre	bacs	Meeting Refreshments	Involve Voluntary Actior	E	16.50	0.00	16.50
12 Floral Crediton Flower T	24/04/2018		Co-operative curre	bacs	Flower Tower Sponsorshi	Gilbert Stephens	E	100.00	0.00	100.00
13 Christmas Lights	25/04/2018		Co-operative curre	Cheque	Christmas lights donation	Treloars Deli	E	50.00	0.00	50.00
14 Exhibition Rd - Allotmer	30/04/2018		Co-operative curre	Cheque	Exhibition Road - Allotme	Mr B Nixon	E	11.81	0.00	11.81
15 Boniface Allot Ass. Mem	30/04/2018		Co-operative curre	Cheque	Boniface Allot Ass - Meml	Mr B Nixon	E	1.63	0.00	1.63
16 Floral Crediton Flower T	02/05/2018		Co-operative curre	Cheque	Flower Tower Sponsorshi	The Green House	E	50.00	0.00	50.00
17 Office Service Charge	09/05/2018		Co-operative curre	BACS	Service Charge - March &	Mid Devon District Coun	E	214.00	0.00	214.00
18 Floral Crediton Flower T	15/05/2018		Co-operative curre	BACS	Flower Tower Sponsorshi	Haines Watts	E	50.00	0.00	50.00
19 VAT Repayment	15/05/2018		Co-operative curre	BACS	VAT Repayment	HMRC	R	0.00	2,182.85	2,182.85
Total								145,733.13	2,182.85	147,915.98

Crediton Town Council

TRANSFERS

Date	Desc	From	To	Amount
12/04/2018	Bank to Bank Transfer	Co-operative current a/c	Hampshire Trust Bank a	27,000.00
12/04/2018	Bank to Bank Transfer	Co-operative current a/c	United Trust Bank a/c 10	27,000.00
02/05/2018	Bank to Bank Transfer	Co-operative current a/c	Cambridge & Counties	8,000.00
02/05/2018	Bank to Bank Transfer	Co-operative current a/c	Hampshire Trust Bank a	20,000.00
03/05/2018	Bank to Bank Transfer	Co-operative current a/c	United Trust Bank a/c 10	25,000.00
04/05/2018	Bank to Bank Transfer	Co-operative current a/c	United Trust Bank a/c 10	25,000.00
08/05/2018	Bank to Bank Transfer	Co-operative current a/c	United Trust Bank a/c 10	7,000.00
Total.....				139,000.00

DRAFT

Crediton Town Council

	Bank Reconciliation at 15/05/2018		
	Cash in Hand 01/04/2018		
			275,241.36
	ADD		
	Receipts 01/04/2018 - 15/05/2018		147,915.98
			423,157.34
	SUBTRACT		
	Payments 01/04/2018 - 15/05/2018		40,294.63
A	Cash in Hand 15/05/2018 (per Cash Book)		382,862.71
	Cash in hand per Bank Statements		
	Cash	11/05/2018	0.00
	Petty Cash	11/05/2018	42.33
	Cambridge & Counties	31/03/2018	75,973.37
	Co-operative current a/c 65809	15/05/2018	93,012.22
	Nationwide a/c 90097276	31/03/2018	85,401.36
	Hampshire Trust Bank a/c 1025	11/05/2018	47,000.00
	United Trust Bank a/c 1002669	15/05/2018	84,000.00
			385,429.28
	Less unrepresented cheques As attached		10,566.57
			374,862.71
	Plus unrepresented receipts As attached		8,000.00
B	Adjusted Bank Balance		382,862.71
	A = B Checks out OK		



Welcome MISS. EJ LUCAS , CREDITON TOWN COUNCIL

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Balance Summary

[Balance Information](#)

Account Number	Account Name	As of date	Cleared Balance(GBP)	Uncleared Balance(GBP)
0892996580921700	CREDITON TOWN COUNCIL	15/05/2018 11:00:00	93,012.22	93,012.22
Total			93,012.22	93,012.22

[If you hold a savings account, the interest rates can be found here](#)

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Nationwide Building Society



Private & Confidential
Attn of Clare Louise Dalley
Credton Town Council
Council Offices
Market Street
Credton
United Kingdom
EX17 2BN

Summary for 05 Feb 2018 - 31 Mar 2018

Start Balance	85,033.04
Total In	368.32
Total Out	0.00
End Balance	85,401.36

		Account Number	90097276		
		Statement Number	7		
Client Name	Crediton Town Council		Currency	Sterling	
Account Type	Business Instant Saver Issue 5 - Annual		Interest Rate as at 31 Mar 2018	0.50%	
	Description	Details	Payments	Receipts	Balance
05 Feb 2018	Start Balance				85,033.04
31 Mar 2018	Interest Credited	For the period 01 Apr 2017 to 31 Mar 2018		368.32	85,401.36
31 Mar 2018	End Balance				85,401.36

The deposits in this account are eligible for protection under the Financial Services Compensation Scheme (FSCS)

Please find enclosed a copy of the FSCS Information Sheet and Exclusion List which provides information about the Financial Services Compensation Scheme and the protection that it provides.

Credton Town Council

Interest paid during the period 1 April 2017 to 31 March 2018

Account Number 90097276

£ 368.32

If you have a 95 Day Saver or Instant Saver account, you can pay in as often as you like. Just check your terms and conditions to find out the minimum payment and maximum balance for your account type.

710 - Y097 - 1706760

You can find out how to make a payment on the back of this statement.

Our Ref: 15006951\X201\SGR
Date: 31st March 2018
DDI: 0344 225 3939
Fax: 0116 254 4637
Email: savings@ccbank.co.uk

Strictly Private & Confidential

Crediton Town Council
Mr F W Letch
Council Offices,
Market Street
Crediton
Devon
EX17 2BN

Statement of Account

Account name: Crediton Town Council

Account number: 15006951

Sort code: 60-95-86

Notice description: 120 Day Notice Business Savings Account Issue 1 Monthly 1.79%

FSCS Eligibility: Eligible

Sheet Number: T 1

Date	Description	Debits £	Credits £	Balance £
01/04/2017	Brought forward			74,751.19 Cr
30/04/2017	Interest credited gross 15006951		94.62	74,845.81 Cr
31/05/2017	Interest credited gross 15006951		97.89	74,943.70 Cr
30/06/2017	Interest credited gross 15006951		94.86	75,038.56 Cr
31/07/2017	Interest credited gross 15006951		98.15	75,136.71 Cr
31/08/2017	Interest credited gross 15006951		98.27	75,234.98 Cr
30/09/2017	Interest credited gross 15006951		95.23	75,330.21 Cr
31/10/2017	Interest credited gross 15006951		98.53	75,428.74 Cr
30/11/2017	Interest credited gross 15006951		95.47	75,524.21 Cr
31/12/2017	Interest credited gross 15006951		114.82	75,639.03 Cr
31/01/2018	Interest credited gross 15006951		114.99	75,754.02 Cr
28/02/2018	Interest credited gross 15006951		104.02	75,858.04 Cr
31/03/2018	Interest credited gross 15006951		115.33	75,973.37 Cr

Telephone	+44 (0)20 7190 5555	United Trust Bank Limited
Email	info@utbank.co.uk	One Ropemaker Street
Website	www.utbank.co.uk	London EC2Y 9AW

Ms C Dalley
 Crediton Town Council
 Council Offices
 Market Street
 Crediton
 Devon
 EX17 2BN

RECEIVED

14 MAY 2018

Date : 8th May 2018
 Account No : 10026692
 Currency : GBP
 Account Type : Business 100d - Notice Account

Dear Ms Dalley

We have today completed the following transaction(s) on your account

DETAILS	DATE	AMOUNT
Bacs Lodgement 9217	8th May 2018	7,000.00 CREDIT

In the event of any errors or omissions please contact your account manager,
 otherwise call 020 7190 5599 for deposits or 020 7190 5579 for loans.

Telephone	+44 (0)20 7190 5555	United Trust Bank Limited
Email	info@utbank.co.uk	One Ropemaker Street
Website	www.utbank.co.uk	London EC2Y 9AW

Ms C Dalley
 Crediton Town Council
 Council Offices
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 Crediton
 Devon
 EX17 2BN

Date : 4th May 2018
 Account No : 10026692
 Currency : GBP
 Account Type : Business 100d - Notice Account

Dear Ms Dalley

We have today completed the following transaction(s) on your account

DETAILS	DATE	AMOUNT
Bacs Lodgement 9217	4th May 2018	25,000.00 CREDIT

In the event of any errors or omissions please contact your account manager,
 otherwise call 020 7190 5599 for deposits or 020 7190 5579 for loans.

Telephone	+44 (0)20 7190 5555	United Trust Bank Limited
Email	info@utbank.co.uk	One Ropemaker Street
Website	www.utbank.co.uk	London EC2Y 9AW

Ms C Dalley
 Crediton Town Council
 Council Offices
 Market Street
 Crediton
 Devon
 EX17 2BN



Date : 3rd May 2018
 Account No : 10026692
 Currency : GBP
 Account Type : Business 100d - Notice Account

Dear Ms Dalley

We have today completed the following transaction(s) on your account

DETAILS	DATE	AMOUNT
Bacs Lodgement 9217	3rd May 2018	25,000.00 CREDIT

In the event of any errors or omissions please contact your account manager,
 otherwise call 020 7190 5599 for deposits or 020 7190 5579 for loans.

Telephone	+44 (0)20 7190 5555	United Trust Bank Limited
Email	info@utbank.co.uk	One Ropemaker Street
Website	www.utbank.co.uk	London EC2Y 9AW

Ms C Dalley
 Crediton Town Council
 Council Offices
 Market Street
 Crediton
 Devon
 EX17 2BN

Date : 25th April 2018
 Account No : 10026692
 Currency : GBP
 Account Type : Business 100d - Notice Account

Dear Ms Dalley

We have today completed the following transaction(s) on your account

DETAILS	DATE	AMOUNT
Cheque Lodgement 9217	25th April 2018	27,000.00 CREDIT

In the event of any errors or omissions please contact your account manager,
 otherwise call 020 7190 5599 for deposits or 020 7190 5579 for loans.



Hampshire Trust Bank

Savings
PO Box 74003
London
EC2P 2QR

t: 020 7862 6222
e: savings@htb.co.uk
w: htb.co.uk

Our Ref: 10254426\X201\MSHO

Date: 2nd May 2018

Crediton Town Council
Council Offices
Market Street
Crediton
Devon
EX17 2BN

Statement of Account

Account name: Crediton Town Council

Account number: 10254426

Sort code: 23-62-47

Product: 90 Day Business Notice Account Issue 3 (0.90%)

FSCS Eligibility: Eligible

Sheet Number: T 1

Date	Description	Paid out £	Paid in £	Balance £
20/04/2018	Brought forward			0.00
	Cheque		27,000.00	27,000.00 Cr
02/05/2018	Electronic Payment		20,000.00	47,000.00 Cr

Interest rate summary during statement period

From	To	Interest Rate
20th April 2018	23rd April 2018	0.00 %
24th April 2018	1st May 2018	0.90 %

Message Board

Following the announcement by the Bank of England on 2 November 2017 to increase the Bank Base Rate by 0.25% to 0.50%, Hampshire Trust Bank will be increasing the interest rates on its variable rate personal and business savings accounts for existing customers by 0.25%, with effect from 1 December 2017.

Outstanding Debts as at 11th May 2018

Invoice Date	Invoice Number	Amount
Dec-17 Exhibition		£2.07
Jan-18 Exhibition		£4.22
Feb-18 MDDC Caretaking		£107.00
Apr-18 Barnfield		£12.45
TOTAL AMOUNT OUTSTANDING		£125.74

Year To Date Budget 2018-2019

EXPENDITURE	Budget	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	%Budget	Remaining	Total Spend
Administration	10,717	253.60	241.61											4.6	10,221.79	495.21
Council & Councillors	9,460	1,193.66	1,266.09											26.0	7,000.25	2,459.75
Property & Parks	74,583	127.61	6,429.44											8.8	68,025.95	6,557.05
Insurance	2,000													-	2,000.00	-
Parish Paths (P3)	0													-	0.00	-
Grants	25,000	22,580.00												90.3	2,420.00	22,580.00
Amenities	23,050	90.00	127.20											0.9	22,832.80	217.20
Localism Projects	23,440													-	23,440.00	-
Sub Total	168,250	24,245	8,064	0	0	0	0	0	0	0	0	0	0	19.2	135,940.79	32,309.21

Salaries/PAYE/NI	Budget													%Budget	Balance	Total Spend
Salaries		4,075.01													-4,075.01	4,075.01
PAYE/NI		1,255.12													-1,255.12	1,255.12
Pension Payments		1,346.29													-1,346.29	1,346.29
Sub Total	93,873	6,676.42	-	-	-	-	-	-	-	-	-	-	-	7.1	87,196.58	6,676.42

Budget Spend	262,123.00	30,921.29	8,064.34	-	-	-	-	-	-	-	-	-	-	14.9	223,137.37	38,985.63
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Ear Marked Reserves/Project Funds																
Wildlife Garden	130													-	130.00	-
Neighbourhood Plan	4,650													-	4,650.00	-
Allotments	1,387													-	1,387.00	-
Street Furniture & Small Works	2,000													-	2,000.00	-
Upper Deck	960													-	960.00	-
General Fund	62,633	175.00												0.3	62,458.14	175.00
Election Expenses	4,851													-	4,851.00	-
Economic Development	8,210													-	8,210.00	-
Christmas Lights Repair/Renewal	5,031													-	5,031.00	-
Localism Projects	25,000	810.00												3.2	24,190.00	810.00
Feasibility Study	190													-	190.00	-
Band Stand	173													-	173.00	-
Defibrillator Project	545													-	545.00	-
P3 Parish paths	1,268													-	1,268.00	-
Floral Credition	2,344													-	2,344.00	-
Town Clock	500													-	500.00	-
Premises	2,200													-	2,200.00	-
CCTV	2,000													-	2,000.00	-
Boniface Statue	280													-	280.00	-
War Memorial (General)	2,894													-	2,894.00	-
Mayors Chain	1,000													-	1,000.00	-
Incredible Edible - Town Square garden	72													-	72.00	-
General Legal/Professional Fees	7,780													-	7,780.00	-
Stonypark Legal/Professional Fees	0													#DIV/0!	0.00	-
Credition Town Plates	343													-	343.00	-
Council Office Building	40,000													-	40,000.00	-
IT Equipment/Support	2,000													-	2,000.00	-
Storage Container	0													#DIV/0!	0.00	-
Allotment Access Path Project	878													-	878.00	-
Air Ambulance Lighting Column	1,000													-	1,000.00	-
Staffing	15,000													-	15,000.00	-
Newcombes Meadow Com Group Money	6,732													-	6,732.00	-
Christmas in Cred 2017/18 carried forward	4,687													-	4,687.00	-
2017-2018 Committed projects not yet started	1,004	324.00												-	680.00	324.00
																-
Sub Total	207,742	324.00	985.00	-	-	-	-	-	-	-	-	-	-			1,309.00

Total Spend inc reserves	469,865.14	31,245.29	9,049.34	-	-	-	-	-	-	-	-	-	-		429,570.51	40,294.63
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INCOME	Budget														%Budget	Balance	Total Income
Administration	1,200	16.50													1.4	1,183.50	16.50
Council & Councillors	0														#DIV/0!	0.00	-
Property & Parks	9,003	52.69	214.00												3.0	8,736.31	266.69
Insurance	0														#DIV/0!	0.00	-
Parish Paths (P3)	0	6,000.00													#DIV/0!	-6,000.00	6,000.00
Grants	0														#DIV/0!	0.00	-
Amenities	3,000	209.44	100.00												10.3	2,690.56	309.44
VAT Repayment	15,000		2,182.85												14.6	12,817.15	2,182.85
Sponsorship	0														#DIV/0!	0.00	-
Precept	239,465	119,732.50													50.0	119,732.50	119,732.50
Council Tax Support Grant	1,965	978.00													49.8	987.00	978.00
Earmarked Reserves	0	18,430.00													#DIV/0!	-18,430.00	18,430.00
Sub Total	269,633	145,419.13	2,496.85	-	-	-	-	-	-	-	-	-	-	-	54.9	121,717.02	147,915.98
Total Income	£269,633	£145,419.13	£2,496.85	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	54.9	£121,717.02	£147,915.98

DRAFT