



Minutes of Credition Town Council's Finance and General Purposes Committee Meeting, held on Tuesday, 3rd September 2013, at 7pm, at the Council Chamber, Market Street, Credition

Present: Cllrs Miss J Harris (Chairman), Mr F Letch, Mrs L Brookes-Hocking, Mr M Szabo and Mr W Dixon
Mrs C Dalley, Town Clerk

In Attendance: 1 member of the Press

39 To receive and accept apologies

It was **resolved** to receive and accept apologies from Cllrs G Ford, A Wyer, J Downes and N Way. (Proposed by Cllr Letch, seconded by Cllr Brookes-Hocking)

40 Declarations of Interest

None declared

41 Public Question Time

There were no questions

42 Order of Business

There were no changes to the order of business.

43 Chairman's and Clerk's Announcements

Cllr Letch reported:

- he would be unable to attend the Mayor's Surgery on Saturday, 7th September 2013, due to prior commitments.
- Boniface Link had been in touch regarding next year's World War One commemorations and had floated the idea that Credition could invite representatives of Dokkum and Fulda (and possibly Avranches) to some part of its commemorations. One suggestion had been a Church service. Cllr Letch confirmed he would investigate further.

The Town Clerk reported:

- following correspondence circulated in August, an urgent decision was required for a street name at the development of 18 properties at Trenavin, George Hill, Credition. It was **resolved** the name Trenavin Close should be put forward. (Proposed by Cllr Harris and seconded by Cllr Szabo.
- the scheduled September Administration & Personnel Committee meeting clashed with the councillor training evening and requested the meeting be moved to October. It was agreed to move the Administration & Personnel Committee meeting to Tuesday, 8th October 2013.
- Mid Devon District Council may provide free parking days in the lead up to Christmas and asked Councillors to start thinking about what days these should be. Cllr Letch suggested that, as the general consensus from retailers was to have 2 late night shopping events, one free parking day could be used for one of late night shopping day/evenings.

44 Finance & General Purposes Committee Minutes – To approve and sign as a correct record the minutes of the Finance and General Purposes Committee Meeting held on 2nd July 2013.

Copies had been circulated with the agenda. It was **resolved** to approve, and sign, the minutes of the Finance and General Purposes Committee Meeting held on 2nd July 2013, as a correct record. (Proposed by Cllr Letch, seconded by Cllr Brookes-Hocking)

45 Matters Arising

Agenda item 33 – Cllr Dixon requested an update. The Clerk advised no date had been arranged as yet.

Agenda item 35 – Cllr Letch asked if any figures had been provided by CHAT. The Clerk advised that she believed something had been received and placed in correspondence for the September Council meeting but that she would double check.

46 Planning**a) To receive notification of decisions made by the Planning Authority.**

It was **resolved** to note the decisions of Mid Devon District Council, the determining Authority, with conditions as filed, which are attached as Appendix One.

b) To consider planning applications.

It was **resolved** to make comments in respect of planning applications considered at this meeting, which are attached as Appendix Two.

47 Accounts Due for Payment and Receipts – To examine and agree the accounts due for payment and receipts for the period 3rd July 2013 to 3rd September 2013 inclusive.

The Clerk circulated the payment and receipts list and the bank reconciliation. It was **resolved**, with no votes to the contrary, to approve the payments totalling £17,541.34 and receipts totalling £7,250.67, copies of which are attached to these minutes as Appendix Three. (Proposed by Cllr Dixon, seconded by Cllr Brookes-Hocking)

48 Budget Review – To review the budget for the year to date.

The Clerk circulated the budget sheet. It was **resolved** to note the budget sheet and the information contained therein, a copy of which is attached as Appendix Four. (Proposed by Cllr Letch, seconded by Cllr Brookes-Hocking)

49 To consider an expenses claim submitted by Councillor Szabo and agree a course of action.

A copy of the claim had been issued with the agenda. Cllr Szabo explained the details of the claim to members. It was **resolved** to approve the claim on this occasion, however, any such actions resulting in a claim for expenses in the future must be authorised by the Council first, and receipts must be provided. (Proposed by Cllr Brookes-Hocking and seconded by Cllr Letch). Cllr Dixon requested the record show he voted against the proposal.

50 To consider the Council's current unrecoverable debts and agree a course of action.

It was **resolved** to write off the two unrecoverable debts amounting to £22.87. (Proposed by Cllr Dixon, seconded by Cllr Letch)

51 To consider the Crediton Christmas Lights Project Proposal and agree the actions contained within, including the allocation of funding for the project.

A copy of the proposal had been issued with the agenda. It was **resolved** to agree the actions contained within the Crediton Christmas Lights project proposal and to allocate the Christmas Lights 2013-2014 budgeted expenditure of £3,200 and the earmarked Christmas Lights reserve of £300 to the project. (Proposed by Cllr Letch, seconded by Cllr Dixon)

52 To consider the Peoples Park Wildlife Garden Project Proposal and agree the actions contained within, including the allocation of funding for the project.

A copy of the proposal had been issued with the agenda. It was **resolved** to:

- agree the actions contained within the Peoples Park Wildlife Garden Project proposal
- to pursue option 3 of phase one, with the community clearing the area
- to allocate £1,500 to the project from Peoples Park earmarked reserves

(Proposed by Cllr Letch, seconded by Cllr Brookes-Hocking)

53 To consider the setting up of a Crediton Town Team, which should be led by the private sector or, the voluntary and community sector, and to appoint two Town Council representatives?

Information relating to this item had been issued with the agenda. It was **resolved** for Cllrs Letch and Brookes-Hocking to be Crediton Town Council's representatives and for the Clerk to assist with the initial setting up of the team in liaison with Amy Tregellas at Mid Devon District Council. (Proposed by Cllr Letch, seconded by Cllr Brookes-Hocking)

54 To consider Mid Devon District Council's intentions to close its Building Control Office based in Crediton from October 2013 and the implications this will have on Crediton Town and the surrounding areas.

The Clerk had circulated with the agenda e-mails received from Jonathan Guscott, Head of Planning & Regeneration at Mid Devon District Council. It was **resolved** to refer the matter to full Council for further consideration. (Proposed by Cllr Dixon and seconded by Cllr Brookes-Hocking)

55 To discuss speeding vehicles on the A377 between Threshers and Crediton Hospital and agree a course of action.

Cllr Letch advised that he had received complaints from residents in the area regarding speeding vehicles. Cllr Dixon also reported that school children can be a problem, as they cross the road when the traffic lights are on green and run in front of vehicles. It was **resolved** to:

- approach the Crediton speed watch group and ask them to concentrate their efforts in this area.
- write to Queen Elizabeth Community College asking them to speak to students regarding safe road crossing and request that student activity outside the school is monitored.
- contact Devon County Council Highways to request that a flashing speed traffic sign be erected by Crediton Hospital.

(Proposed by Cllr Letch, seconded by Cllr Dixon)

56 Business brought forward

Cllr Szabo advised:

- the Britain in Bloom judges had visited Crediton for the 'It's Your Neighbourhood Awards'. The judges had been very impressed and had suggested the Town Council consider entering The Pennant Awards next year, there is no portfolio involved and no cost to enter in the first year.

Cllr Brookes-Hocking asked:

- what articles Councillors would like in the Autumn Newsletter. The following were suggested, Peoples Park official opening, Christmas lights, Floral Crediton.

PART TWO ITEMS

57 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 Harris, seconded by Cllr Letch)

58 To review the Town Clerk and Assistant Town Clerk's salaries following the local government national pay award and the revised recommendations on the salary of local council clerks.

Information from the SLCC and NALC in relation to this item had been issued with the agenda. It was **resolved** to accept and implement the national pay award and the revised recommendations. (Proposed by Cllr Letch and seconded by Cllr Dixon)

59 To receive any reports on staffing matters and agree any further action required.
Due to the confidential nature of this item, no further information can be disclosed.

60 Close
The meeting closed at 8.17 pm

Signed.....
(Chairman)

Date:.....

