



Credition Town Council



Minutes of the Meeting of an Extraordinary Town Council held at 7pm on
5 February 2013 in the Council Chamber

| | | |
|-----------------------|--|---|
| Present: | Councillors | Mr F Letch (Chairman) Miss J Harris Mr R Adams (part meeting) Mrs E Brookes-Hocking Mrs L Conyngham Mr W Dixon Mr J Downes (part meeting) Mr M Szabo Mr N Way (part meeting) |
| In Attendance: | Clerk MDDC Representatives Public Press | Mrs J Morris Mr B Wright and Mr M Binks: Ward Members Peoples' Park Project Co-ordinator Allotment Association Representative 1 |

AGENDA ITEMS

219. To receive apologies

Apologies were received and accepted from Councillor A Wyer (Councillor training course)

220. Declarations of Interest

| | | |
|-----------------|----------------------------|---|
| Code of Conduct | Councillors Downes and Way | As members of more than one authority, declared 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 |
| Personal | Councillor Adams | Minute 233 – Appointment of Town Clerk as his daughter attended an interview for the post. |

221. Public Question Time

None

222. Meeting Management

Item relating to the Peoples' Park project to be brought forward to enable the Project Co-ordinator to make his report and then leave the meeting.

223. Chairman's and Clerk's Announcements

The Chairman reported his attendance at the Farmers' Market which he had found very beneficial. Only one complaint was received, this was with regard to the standard of cleanliness of the area surrounding a bus shelter in High Street (in front of Lloyds Bank).

224. Town Council Minutes

The minutes of the Town Council meeting held on 18 December 2012 were received and approved as a correct record. (Proposed Councillor Harris, seconded Councillor Dixon).

Councillor J Downes joined the meeting

225. Matters Arising

Minute 206: The Devon Wildlife Trust, Chairman reported that information has been passed onto the Council office.

Minute 208: Floral Crediton, Councillor Szabo explained that DCC had objected to planting trees in the High Street area for reasons of highway safety (obscured visibility).

Minute 208: Graffiti on the side of a building, Councillor Szabo reported that the Mid Devon Safety Partnership had offered to write to the owner of the property regarding this issue.

Councillor R Adams joined the meeting

226. Allotments

a) Clerk's Update

Clerk reported that all plots are let, a few rent payments still outstanding.

b) Report from Allotment Association Representative

Mr Jewell circulated a report (attached to these Minutes) which reports on action taken with regard to a drainage problem at the Exhibition Road site. The Committee will be arranging a site meeting to discuss a long term plan to resolve the problem. In response to a request from the Chairman he confirmed that he would make the Council aware of the date of the meeting in order that a member of the Council may attend.

c) Transfer of plot no. M5 from Mrs H Phillips to her son Mr A Phillips

Clerk explained that Mr Phillips has been maintaining the plot for several years as his mother is 85 and was finding it difficult to cope with the plot.

RESOLVED: That, as Mr A Phillips has been maintaining plot no. M5 for several years on behalf of his Mother, Mrs H Phillips, the request to transfer the plot to Mr A Phillips is granted (Councillor Letch proposed, Councillor Harris seconded)

The Allotment Association representative left the meeting

227. Peoples Park & Scout Memorial Garden project

The Project Co-ordinator circulated his report (attached to these Minutes). He reported that funding is on track (possible shortfall of £55 on original budget). The next phase is the planting, he has obtained two quotes for initial design work. Discussion with regard to community engagement to consult on the design, suggestions included exhibition in the library and the Council chamber. Scouts have offered to assist with planting and maintenance.

Key groups in the town to be consulted. This should include: Scouts, Guides, Rotary Club, Garden Club and the Access Group. Councillors were asked to contact the Council office with suggestions of other groups and organisations that can be invited to make comment on the design and planting.

The Peoples' Park Co-ordinator left the meeting

228. Mid Devon Car Parking signs

An email from DCC had been circulated with the agenda. This explained that they had requested the removal of the sign from its current location as it was a hazard to highway users due to both location and construction. A request has been received from Mid Devon Councillor Wright requesting permission for the sign to be relocated on the Exhibition Road allotment site. Suitable sites for the relocation of other signs is subject to on-going discussions between DCC and MDDC.

RESOLVED: It was agreed to grant permission, in principle, for a "£1 for 5 hours" sign, promoting St Saviours Way car park, to be relocated on the Exhibition Road allotment site on condition that the Crediton Allotment Association also gives approval and that it meets all health and safety requirements, including being of sufficient height to enable people to walk underneath. (Councillor Brookes-Hocking proposed, Councillor Szabo seconded)

NOTE: It was suggested that the Allotment Association discuss this in more detail with Councillor Wright.

229. Planning

- a) *Planning Decisions*
Decisions notified by the Local Planning Authority are appended.
- b) *Planning Application*
Comments made in respect of planning applications considered at this meeting are appended.

NOTE: Cllr Downes took part in discussion in respect of planning applications but did not vote as he is a member of MDDC's Planning Committee

- c) *Parking provision in new development: Consultation response*
A draft response, prepared by Councillor Brookes-Hocking and Councillor Conyngham, was tabled for discussion and accepted.

RESOLVED: That the Council responds to the MDDC "Parking provision in new development" consultation as attached to these minutes.(Proposed Councillor Letch, seconded Councillor Conyngham)

230. Finance

- a) *To approve the schedule of accounts.*
The schedule of accounts and cheque numbers 3631 to 3636 totalling £5465.28 were approved. (Councillor Dixon proposed, Councillor Brookes-Hocking seconded)
- b) *Crediton Scout Group's request for donation*
A letter from the Scout Group, explaining the reasons that a grant is required as soon as possible, had been circulated to all members with the application. Although it is usual for the Council to only consider grant applications in April and November of each year the policy does provide for the Council to consider applications at other times if the circumstances require it and there is sufficient remaining in the budget. It was

RESOLVED: That, on this occasion, as there is substantial funding remaining in the 2012-13 grant budget and in recognition that the application is sound and a quick decision is necessary, that the Council makes a grant of £429.60 to Crediton Scout Group. (Councillor Conyngham proposed, seconded Councillor Harris)

231. Consultation on Admission Arrangements for Devon schools for 2014-15 and Education Transport 2013-14

A draft response, prepared by Councillor Brookes-Hocking and Councillor Conyngham, was tabled for discussion. It was agreed that the submission be amended to state as follows:

"While Crediton Town Council applauds:

- The local authority's commitment to promoting and developing sustainable transport for children and young people (7.41)
- A maximum statutory walking distance for secondary school students of 3 miles (6.8)
- Transport provision not necessarily door-to-door (7.2) and

- That school students may be requested to walk to and from the nearest pick up point (6.8)

The Town Council requests that part of this walking now covers the distance between the drop-off point and Queen Elizabeth Academy so as to avoid the 17 buses that move between the two sites twice a day crossing over in the already congested High Street and polluting the town's residential areas:

That the local authority's sustainable travel and transport policy apply also to Crediton"

232. **Co-option to fill Town Council Casual Vacancy**

Clerk reported that only one application had been received by the extended deadline of 25th January 2013 to fill the vacancy in Lawrence Ward. The application, from Mr Paul Vincent had been circulated to all members.

RESOLVED: That Mr Paul Vincent is co-opted to fill the casual vacancy in Lawrence Ward. (Councillor Dixon proposed, Councillor Harris seconded)

Councillor Way joined the meeting

233. **Administration and Personnel**

The Chairman reported that 19 applications had been received for the vacant post of Town Clerk and 7 people were shortlisted for interview. Interviews took place on Thursday 31st January 2013. The recommendation of the Interview Panel is that the Council appoints Mrs Clare Dalley as its Town Clerk and Responsible Financial Officer.

RESOLVED: That the Council approves the recommendation of its Interview Panel to appoint Mrs Clare Dalley as its Town Clerk and Responsible Financial Officer, subject to agreement of terms and conditions of employment, receipt of satisfactory references and successful completion of a three month probationary period.

Councillor Adams declared a personal interest in respect of the following item and withdrew from the meeting for the duration of this debate and vote.

234. **Councillor Reports**

- a) Councillor Szabo reported that he had attended a meeting of the Crediton Arts Council's Banner project as a member of the public and had asked that they consider making a flag to hang in the Council chamber. He said that he had explained to the Group why it was important to have a transparent paper trail and they confirmed that an accountant had been appointed. The vacant shop they were hoping to rent will not be available until March.
- b) Councillor Brookes-Hocking reported that she will be attending a 3 part course, "Rising to the Challenge", being held on three days in March, April and May. There will be an opportunity to obtain funding advice for future projects and she asked that anyone with suggestions for projects to be investigated should contact her.

235. **Correspondence received and items of information**

1. Crediton Opera and Drama Society – Invitation, two members are invited to attend a Preview Night on 20th February for their next production, Brother Jacques, to be performed at QECC Lower School 8-13 April.
2. Devon Association of Local Councils – Letter, confirmation of place at 'Rising to the Challenge' conferences 4 March – 13 May for Cllr Brookes-Hocking.
3. Crediton Garden Club – Letter, application for grant (*application form sent, to be considered April 2013*).
4. Mid Devon District Council – Letter, Local Plan (LP3) examination hearings to take place 13 & 14 March 2013.
5. HM Revenue & Customs – Letter, submission of VAT 126 Form rejected as official form must be used.
6. Vaughtons, Letter, notice of price increase.

7. Involve – Letter, change of address notification.
8. Chairman, Crediton Chamber of Commerce – Email, copy of objection letter to MDDC re Change of Use application for 122-123 High Street. (*Cllr Binks agreed to investigate calling-in the application for determination by MDDC Planning Committee*)
9. Email, Do not be hoodwinked into dialling a number starting with a 809, 284 or 876 area code.
10. Devon Wildlife Trust – Email, happy to discuss ideas on wildlife gardening but not available to make a visit until April 2013 at the earliest.

Information

1. MDDC – Press Release, Cullompton launches new heritage trail.
2. MDDC – Press Release, February half-term activities at Mid Devon Leisure Centre.
3. Devon Army Cadets – Newsletter.
4. Local Government Association – Newsletter.
5. Devon County Council – Leaflet, car sharing.
6. NHS Blood & Transplant – Letter, poster re blood donor sessions 26-27 February.
7. Devon Association of Local Councils – Newsletter.
8. Sustainable Crediton – Newsletter.

236. Business brought forward: At the direction of the Chairman, to report on matters not on the agenda and for information only.

- a) Councillor Szabo asked about the provision of a grit bin on Churchill Drive. Councillor Way confirmed that this had been requested, he will contact DCC to find out when it will arrive. He said that he had also received a request for a grit bin in Buller Road and has asked Devon County Council to look at this and a couple of other sites in the town. Councillor Dixon stated that Searle Street should also be looked at.
- b) Councillor Downes asked that the Council writes to MDDC to find out what progress had been made with the path at Newcombes Meadow.
- c) Councillor Letch asked that an item be placed on the agenda for the next meeting that the Council looks at bus shelters and the areas surrounding them.
- d) Councillor Letch suggested that the Council purchases one or two “A” frames for promotional and consultation use at events such as the Farmers’ Market. It was agreed that costs will be investigated and brought back to the next meeting.

PART II: PRIVATE AND CONFIDENTIAL

Following discussion it was agreed that the following items are dealt with as Part II business and members of the press and public are requested to leave at this point in the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, in order to discuss confidential matters relating to the engagement, terms of service or conduct of staff.

237. Administration & Personnel

The Chairman updated members on action being taken by the former Town Clerk. The case will heard at an employment tribunal on 25th May 2013 and a response to the allegations is required by 25th February 2013. The Chairman reported that the Council had allocated £500, at its meeting on 18th September 2012 (Minute no. 116), to obtain legal advice, to-date none of this money has been spent. It was agreed to contact the council’s insurers to find out what assistance they are prepared to give and take their advice.

The meeting closed at approximately 21:15

Signed:
(Chairman)

Date:

On 1 February 2013 20:20, david prosser <d.prosser07@btinternet.com> wrote:

Hello all,

I had a call this afternoon from Steve Tucker at Devon County to say he was on site with his contractors and could I pop down. I did meet them, but again there wasn't time to let anyone else know this was happening.

The contractors started inside the allotment site by locating the head of our pipe in the sump (which was under several feet of water). Mud had slipped down from the earth mound that surrounds the sump and lodged in a solid layer against the small grill we had placed over the head of the pipe (when we did our ditch clearance work). Once this grill and the mud were removed, the water in the sump drained away. They then jetted the pipe to force through any remaining silt/debris and passed the jetting hose some 50 metres through the pipe to see where it ended up. We found the end of the hose (and the muddy water from the sump) through a manhole cover some distance down Willow Walk and in the middle of the carriageway, over a South West Water 'combined' sewer.

For those that don't know, a combined sewer is a sewer that takes both foul and surface water. All the waste water and rain water from the houses in Willow Walk feeds into this sewer, and we now know that our pipe connects directly into it too. We are sure that the pipe in the sump exits the allotments under the hedge at a right angle to it and thence into the combined sewer at a point in the middle of the road, within the turning area at the end of Willow Walk.

The contractors also lifted the covers on the highway gulleys at our end of Willow Walk and jetted these too. We had a good look inside the 'first gully', that is the one that had been bubbling over in the worst of the rainy periods. This gully solely feeds rainwater from the road straight out to the combined sewer in the middle of the road. It does not connect to the 'second' gully further along Willow Walk, and our allotment drainage pipe does not feed into it. Likewise, the 'second' gully simply feeds surface water from the road out into the combined sewer. So, there must have been a separate blockage in the pipe between the first gully and the combined sewer. There is a third gully outside the last house in Willow Walk, on the opposite side of the road, and this too just connects straight into the combined sewer.

The contractors also sprayed away all the mud and debris from the turning area.

So, we now know where our allotment pipe goes, and that it connects, through a fairly short run, directly to a large capacity combined sewer. If this pipe blocks in the future, it would be pretty easily to clear it. We might want to invest in some rods! The challenge will be making sure it doesn't block at the sump end. The contractors have left the small grill off the head of the pipe for now, as there is more chance of mud blocking the entrance to the pipe with it there, than with a clear opening.

In the short term, if and when it dries up a bit, we ought to clear away some of the mud in the base of the sump and try to compact the mound a bit, to minimize any further landslip blocking the head of the pipe again. In the longer term, we need to improve the sump arrangement (as Clive has described) and deepen the ditch section that leads to it (as set out in my last note).

Steve Tucker has offered to meet the committee on site at some point, to talk through the possible measures we might take.

In the meantime, and as I know Clive in particular was keen to monitor progress, I would be happy to meet on site to explain anything in my note that isn't clear, and to point out the various manhole, gully and sewer positions I have referred to. I am away for the weekend but could meet next week sometime (during school hours).

I know Penni isn't here, but am including her anyway, so she can follow the trail from afar (or when she gets back).

David

People Park Easy Access project report for CTC meeting on Tuesday 5th February 2012

Current progress: The hard surfacing work on the path is finished and has been completed with a small £995 overrun for the kerb which is around 4% of the original budget.

JTT will complete the landscaping and turfing/reseeding according to the planting design in March.

Design phase.

Will be completed February over a period on about one week involving as many people in the community as feasible. 2 people are quoting for the design phase.

Finance

Currently the finance is on track and there is some leeway in how we use the Awards for All money depending on the final planting costs.

| | Cost | Funds | Surplus/ <i>Shortfall</i> |
|-------------------------------------|-------|-----------------------------|---------------------------|
| Path | 26755 | 15500+4000(DDF) +7200(A4A) | 55 |
| Plants 2800+design 800+planting 600 | 4200 | 2800(A4A) +2300(Trust Fund) | 900 |

Community Planting Plan

Aim: The planting is intended to follow the path and become a key feature of the park with a good level of community engagement.

Specification for the planting:

- It will be designed by professional but planted under supervision by the community with a large input from scouts February 2013
- It will allow the area to be easily maintained i.e. grass cutting and limited weeding needed
- Consist of mainly perennials including grasses and flowers with longevity and good ground cover and a range of sensory variety
- It will have some interpretation where appropriate- history and species

The scouts and related organisation will be approached to find the best week in March for planting. A planting plan will be produced in February and local garden centres will be asked to supply at a favourable rate.

Jonathan Smye 5th Feb 2013

Crediton Town Council

PLANNING DECISIONS AND APPLICATIONS FOR EXTRAORDINARY COUNCIL MEETING 05 FEBRUARY 2013

Planning Decisions – as notified by the Planning Authority:

| | |
|-----------------|--|
| DECISION | <p>Type – Decision</p> <p>Reference: 12/01756/CAT Conservation Area Consent, registered 12/12/2012 Address: The Old Palace Church Lane Crediton Devon EX17 2AH Description: Notification of intention to carry out works to 1 Beech tree within a Conservation Area Decision: No Objection</p> <p>Web link: 12/01756/CAT</p> <p>CTC Comments: NO OBJECTIONS PROVIDED THE PROPOSAL IS SUPPORTED BY THE TREE OFFICER OR A SUITABLY QUALIFIED ARBORICULTURALIST</p> |
| DECISION | <p>Type – Decision</p> <p>Reference: 12/01604/FULL Full planning application, registered 19/11/2012 Address: 25 High Street Crediton Devon EX17 3AH Description: Change of use of rear element of shop to A3 use to form tea room/restaurant Decision: Grant Permission</p> <p>Web link: 12/01604/FULL</p> <p>CTC Comments: NO OBJECTIONS</p> |

| | |
|---|---|
| DECISION | Type – Decision |
| | Reference: 11/01979/FULL/NMA Non-Materiel Amendment, registered 18/12/2012 |
| | Address: 10 Lamejohns Field Crediton Devon EX17 1EB |
| | Description: Erection of extension |
| | Decision: Grant Permission |
| Web link: 11/01979/FULL | |
| CTC Comments: NO OBJECTIONS | |

| | |
|--|--|
| DECISION | Type – Decision |
| | Reference: 12/00007/FULL Full planning application, registered 04/01/2012 |
| | Address: Harcanville Western Road Crediton Devon EX17 3NF |
| | Description: Removal of condition 9 of planning permission 10/01872/FULL |
| | Decision: Grant Permission |
| Web link: 12/00007/FULL | |
| CTC Comments: OBJECTION - Councillors felt it was imperative that there should be a pavement at this location and that pedestrian passage is a requirement. | |

Planning Applications

| | |
|---|---|
| APPLICATION | Type – Application |
| | Reference: 12/01786/FULL Full planning application, registered 15/01/2013 |
| | Address: Sports Field at NGR 284557 101047 (Adjacent To Creedy Bridge) Crediton Devon |
| | Description: Erection of changing facilities with associated new access and car parking |
| | Web link: 12/01786/FULL |
| CTC COMMENTS: RECOMMEND APPROVAL | |

APPLICATION

Type – Application

Reference: **13/00028/FULL** Full planning application, registered 17/01/2013
Address: 25 High Street Crediton Devon EX17 3AH
Description: Conversion of existing storage buildings to form 2 dwellings (Revised Scheme)

Web link: [13/00028/FULL](#)

CTC COMMENTS: RECOMMEND APPROVAL

APPLICATION

Type – Application

Reference: **13/00043/LBC** Listed Building Consent, registered 17/01/2013
Address: 25 High Street Crediton Devon EX17 3AH
Description: Listed Building Consent for the conversion of existing storage buildings to form 2 dwellings (Revised Scheme)

Web link: [13/00043/LBC](#)

CTC COMMENTS: RECOMMEND APPROVAL

APPLICATION

Type – Application

Reference: **13/00075/FULL** Full planning application, registered 15/01/2013
Address: The Cheese Cafe 11 - 12 High Street Crediton Devon EX17 3AE
Description: Retention of change of use from A1 retail to mixed A1 retail and A3 cafe

Web link: [13/00075/FULL](#)

CTC COMMENTS: RECOMMEND APPROVAL

Type – Application

Reference: **13/00079/FULL** Full planning application, registered 15/01/2013
 Address: 5A Okefield Road Crediton Devon EX17 2DN
 Description: Raising roof height of bungalow and garage to form first floor accommodation (Revised Scheme)
 Web link: [13/00079/FULL](#)

CTC COMMENTS: NO OBJECTIONS**Type – Application**

Reference: **13/00108/ADVERT** Consent to Display an Advertisement, registered 18/01/2013
 Address: Integrated Dental Holdings Ltd 110 High Street Crediton Devon EX17 3LF
 Description: Advertisement Consent to display 1 non-illuminated wall mounted projecting sign and 1 non-illuminated wall mounted name plate sign
 Web link: [13/00108/ADVERT](#)

CTC COMMENTS: NO OBJECTIONS TO THE PRINCIPLE OF A REPLACEMENT SIGN BUT CONSIDER THAT THIS PARTICULAR DESIGN/COLOUR DOES NOT INTEGRATE WELL WITH THE OTHER SIGNS IN THIS CONSERVATION AREA**Type – Application**

Reference: **13/00133/FULL** Full planning application, registered 25/01/2013
 Address: Lords Meadow Leisure Centre Commercial Road Lords Meadow Industrial Estate Crediton Devon EX17 1ER
 Description: Installation of a biomass boiler to include the erection of a plant room, flue and wood chip store
 Web link: [13/00133/FULL](#)

CTC COMMENTS: RECOMMEND APPROVAL

Crediton Town Council responses to Parking SPD issues report February 2013

Question 1:

Should the Council have parking standards that set a minimum and/or maximum level of provision for new development? If so, what levels would be appropriate, bearing in mind the criteria listed at paragraph 3.1 above, and the implications additional parking could have on the density and viability of development?

There should be a consideration of a minimum requirement whatever the size and nature of the development. Depending on location, some very small developments might be appropriate with no parking allocation at all. Other developments that would have been approved in the past whether parking was included as part of the scheme or not, we feel should be considered in terms of the likely parking requirements of the new residents and potentially a minimum set for the development. We are thinking of flats and very small housing developments here.

We think that market forces will dictate the maximum parking allocation in larger developments. The NPPF is useful in setting the standards.

Question 2:

Should additional spaces be allocated for visitors within new developments? If so, in what circumstances should they be provided?

We think that visitor spaces on small developments where there is not a lot of parking space (and especially any which is easily accessible by the general public) would be likely to be abused and lead to conflict.

Larger developments, however, especially ones with a single road access (so almost gated and separate from the surrounding area) may need visitor parking where all parking spaces are designated to particular properties and no or little on-street parking is appropriate within the development (road width often being kept to a minimum for economic viability). This is particularly important where there are no public car parks in the vicinity and/or the nearby roads are unsuitable for on-street parking or the roads are already congested with parking.

Question 3:

Should the SPD have a policy on the provision of disabled parking bays? If so, what proportion of spaces should be allocated for disabled users? (Note that planning policies and guidance should be based on objective evidence)

Yes, and suggest you refer to BS8300 (2009-10) for guidelines on best practice

Question 4:

Should the SPD have a policy on garage size? If a policy is included, what stipulations should it make?

Where garages are intended as parking spaces they need to be large enough that the average motorist driving the average sized family car is not put off from using it because of narrowness either of the entrance or the garage once the car is parked in it. If residents don't use their garages as intended, there is likely to be more pressure on the parking in the development leading to a variety of other problems.

It is not unusual for the garage to be used for storage and the car left outside, meaning that visitors (or the driver of the second car in the family) must park in the road, potentially creating other problems.

There could be an argument for providing smaller covered storage + 1 / 2 outdoor parking spaces – especially in low cost/affordable developments. (One comment we had in our last consultation on planning/development in Crediton was the need for adequate covered storage for bikes, prams, etc. to be designed into housing, whether there are parking spaces designated for the residents or not).

Question 5:

Should the SPD provide guidance on the design of parking areas? If so, what issues should it address and what criteria should it set?

Surfaces should be permeable to avoid run-off and be designed to complement the garden/green spaces within a development rather than add to the hard surfaces, i.e. aim for more natural/grass surface (as in National Trust porous/grass surfaces), especially where parking spaces are adjacent to communal green spaces within the development.

Question 6:

Should the SPD set a standard for cycle provision? If so, what should be the basis for determining an appropriate level of provision?

There should be more secure cycle storage space for residential developments.

New retail developments need evident cycle stands, conveniently placed and preferably covered, giving quick and easy access to the store (no incentive to cycle if you have to leave the bike some way from the entrance in the rain).

Existing town centre retail sites need more cycle stands that are easy to see, especially near food outlets and food stores.

Question 7:

Are there relevant matters that have not been taken into account, or is there further guidance related to parking that should be provided within the SPD?

- Consider ways of discouraging/stopping motorists from parking on cycle lanes, which tend to be regarded as optional by anyone wanting to park across one.
- Consider up-grading under-used car parks. Design and visual impression can encourage use of a space but equally an unpleasant and unattractive environment can discourage use.
- Consider a policy towards better, clearer signage for car parks – especially those that are under-used.

Crediton Town Council

SCHEDULE OF ACCOUNTS SUBMITTED TO AN EXTRAORDINARY MEETING OF THE TOWN COUNCIL

5 February 2013

| Cheque Number | Comment | | | | Sub-Total | Total |
|---------------|----------------------|------|--|----------------------|-----------|-----------------|
| 3631 | Devon County Council | 4617 | TAP Fund Request for Payment, Belle Parade | HA'80 Part III S30.2 | | 2,300.00 |
| 3632 | MDDC | 4618 | Payroll Charges Jan. 2013 | LGA'72 S111 | 1,391.15 | |
| | | 4620 | IT Support Feb. 2013 | LGA'72 S111 | 216.00 | 1,607.15 |
| 3633 | Concorde Copiers | 4621 | Monthly Printer Costs | LGA'72 S111 | | 21.13 |
| 3634 | Hoopers Services | 4622 | Peoples Park Path Chippings | OSA 1906 S72 | | 96.00 |
| 3635 | Mrs J.Morris | 4623 | Contract Fees Jan.'13 | LGA'72 S111 | | 1,260.00 |
| 3636 | Phillips Stationers | 4624 | Spring Newsletter | LGA'72 S111 | | 181.00 |
| Total | | | | | | 5,465.28 |

Crediton Town Council

BANK BALANCES SUBMITTED TO A MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE

5 February 2013
(As @ 01 Feb. 2013)

| | |
|-------------------|------------------|
| Lloyds Current | 1,914.33 |
| Precept Reserve | 49,576.93 |
| Reserves | 42,570.97 |
| Petty Cash | 39.92 |
| Income Petty Cash | 17.01 |
| Total | 94,119.16 |

Crediton Town Council

Crediton Town Council

ASSETS & COMMITMENTS SUBMITTED TO A MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE

5 February 2013
(As @ 01 Feb. 2013)

| | |
|-------------------------------------|-------------------|
| Bank & Cash Holdings | 94,119.16 |
| VAT | 21,403.12 |
| Creditors (Suppliers & Liabilities) | -5,465.28 |
| Debtors (Customers) | 1,560.00 |
| Total | 111,617.00 |