



**Minutes of the of Credition Town Council Meeting held on
Tuesday, 17th July 2018, at 7.00 pm, in the Council Chamber, Market Street, Credition**

Present: Cllrs Mr F Letch, Miss J Harris, Mrs H Zorlu, Mr M Szabo, Mr J Ross, Mrs E Brookes-Hocking, Ms K Piercy, Mrs A Hughes and Mr A Wyer (part meeting)

In Attendance: Mrs C Dalley, Town Clerk
Ms Vicky Booty, Community Link Officer at the Office of the Police and Crime Commissioner
3 Co-option Candidates
1 member of the press

Absent: Cllr Mr J Downes

1807/049 To receive and accept apologies
It was **resolved** to receive and accept apologies from Cllrs Mr R Wright and Mr N Way. (Proposed by Cllr Letch)

1807/050 Declarations of Interest
Cllr Letch declared that as a member 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.

1807/051 To receive a presentation from Ms Vicky Booty, Community Link Officer at the Office of the Police and Crime Commissioner, regarding the Councillor Advocate Scheme.
Cllr Letch welcomed Ms Booty to the meeting and she firstly outlined the role of the Police and Crime Commissioner's Office. The office is split into four categories as follows:

- Commissioning - this covers the care of victims. Devon & Cornwall is unique in that it has a care network. There is a victim care unit and shortly a tour of the facilities will be available for Councillors to attend. Further details will be sent to the Town Clerk. The other part of commissioning relates to commissioning other bodies such as the Community Safety Partnerships.
- Performance and Scrutiny - this covers such things as scrutinising the work of the Chief Constable.
- Community engagement.
- Customer service and complaints.

Ms Booty then proceeded to explain the new Councillor Advocate Scheme. It was originally suggested as an idea to Alison Hernandez at a crime panel meeting in 2017. Councillors felt disconnected from the local police and the work of the Police and Crime Commissioner and her office. The scheme is quite simple in essence - to improve communication between the police, the council and the commissioner.

Councillors register to be an advocate and join a GDPR compliant database. The details are provided to the local policing inspector and the inspector invites Councillors to a quarterly meeting. The quarterly meetings are extremely focused meetings, talking about what the Police are working on and why, what they are planning to do in the next quarter and what the community and council can do.

Seminars are also held, which discuss issues that everyone wants to talk about and yet can be hard to talk about. The seminars try to create openness and transparency and reduce correspondence. The last set of seminars held were on Project Genesis, which is the changes to neighbourhood policing and the reduction in PCSO's. Practical help and support to Councillors in their role is also provided, for example, recently Councillors were introduced to armed response officers. For the next series of seminars, the topics have been chosen by Councillors and include demystifying police data and the role of the Police and Crime Commissioner's office. There will also be an educational topic on cyber-crime and fraud. The seminars only last two and a half hours so there is a lot to pack in and they are constantly trying to refine and improve them each time.

Ms Booty also explained that the local police should be advising Councillors if they are engaging in activities in their area. Councillor advocates receive correspondence including updates, which include information that is considered by the Police and Crime Commissioners crime panel. They are also trying to make information more interactive.

Finally, a Councillor Advocate information directory has been created, which is a practical document to help Councillors with the numerous and varying questions they get asked in their roles. Ms Booty confirmed she will send this information to the Clerk for dissemination.

There was then the opportunity to ask questions, which included:

- How does a Councillor get involved in the scheme? The information regarding how to sign up will be sent to the Clerk for circulation to all members.
- How many advocates can a Council have? A council can have as many advocates as it wishes.
- What is the take up, what type of Councillors are joining and is there a profile? Currently there are approximately eighty advocates across Devon and Cornwall, with a fairly even split between the two counties. It is predominately parish councillors. Later this year there will be more promotion of the scheme.

ClIr Letch thanked Ms Booty for attending the meeting.

Ms Booty left the meeting.

1807/052 Public Question Time

There were no members of the public present.

1807/053 Order of Business

There were no changes to the order of business

1807/054 Chairman's and Clerk's Announcements – To receive any announcements which the Chairman and Clerk may wish to make.

Cllr Letch announced:

- he had attended a Children's concert at Crediton Congregational Church on Saturday, 14th July 2018.
- On Saturday 21st July 2018, he will be in the Town Square for the Mayor's Surgery and he invited members to join him and help.
- At 11.45 am on Saturday, 21st July 2018, the Lord Lieutenant of Devon will join him for the Redvers Ramble Anniversary Procession. Once again, he encouraged members to join him.

1807/055 Town Council Minutes – To approve and sign the minutes of the Crediton Town Council meeting held on Tuesday, 15th May 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 15th May 2018, as a correct record. (Proposed by Cllr Harris)**

1807/056 Matters Arising

There were no matters arising.

1807/057 Police Report A copy of the report had been issued with the agenda. It was **resolved** to note the Police Report. (Proposed by Cllr Letch)

1807/058 Councillor Co-option – To consider the applications received for the Lawrence Ward councillor vacancy and to co-opt one Councillor to Lawrence Ward. Copies of all co-option application forms had been issued with the agenda. The applicants were present at the meeting and each one was asked to expand on their applications, whilst the remaining applicants waited outside the Chamber.

It was **resolved** to hold a paper ballot. (Proposed by Cllr Letch)

The applicants left the meeting.

Following a paper ballot, it was **resolved** to co-opt Mr A Wyer to Crediton Town Council (Lawrence Ward).

Mr Wyer completed his 'Declaration of Acceptance of Office' form and joined the Council meeting.

1807/059 To receive, and to ratify the decisions therein, the minutes of the following Committee meetings:

- **Town Strategy Committee meeting held on 5th June 2018**
It was **resolved** to receive and to ratify the decisions therein, the minutes of the Town Strategy Committee held on Tuesday 5th June 2018. (Proposed by Cllr Brookes-Hocking)
- **Christmas in Crediton Sub-Committee meeting held on 12th June 2018**
It was **resolved** to receive and to ratify the decisions therein, the minutes of the Christmas in Crediton Committee held on Tuesday 12th June 2018. (Proposed by Cllr Brookes-Hocking)

- **Council Affairs Committee meeting held on 19th June 2018**
It was **resolved** to receive and to ratify the decisions therein, the minutes of the Council Affairs Committee held on Tuesday 19th June 2018. (Proposed by Cllr Harris)
- **Parish Paths Sub-Committee meeting held on 26th June 2018**
It was **resolved** to receive and to ratify the decisions therein, the minutes of the Parish Paths Sub-Crediton Committee held on Tuesday 26th June 2018. (Proposed by Cllr Szabo)
- **Town Strategy Committee meeting held on 3rd July 2018**
It was **resolved** to receive and to ratify the decisions therein, the minutes of the Town Strategy Committee held on Tuesday 3rd July 2018. (Proposed by Cllr Brookes-Hocking)
- **Environment Committee meeting held on 10th July 2018**
It was **resolved** to receive and to ratify the decisions therein, the minutes of the Environment Committee held on Tuesday 10th July 2018. (Proposed by Cllr Harris)

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

1807/060

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: 18/00932/FULL
 Proposal: Rebuilding of fire-damaged dwelling
 Location: 2 Buller Square Downeshead Lane Crediton
 Applicant: Ms H Stoye

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

Reference: 18/00933/LBC
 Proposal: Listed Building Consent for rebuilding of fire-damaged dwelling
 Location: 2 Buller Square Downeshead Lane Crediton
 Applicant: Ms H Stoye

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

1807/061

Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment, receipts, and bank transfers for the period 16th May 2018 to 17th July 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 £32,972.78, receipts totalling £1,101.40 and accept the bank reconciliations, copies of which are attached to these minutes as Appendix One. (Proposed by Cllr Letch)

1807/062

To receive a list of outstanding debts owed to Crediton Town Council. The list of outstanding debts had been issued with the agenda. The Clerk advised that if the outstanding debt of £4.22 could not be recovered by the end of August, the Council

would have to consider writing it off. It was **resolved** to note the outstanding debts of £7.75, a copy of which is attached to these minutes as Appendix Two. (Proposed by Cllr Letch)

1807/063 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 sheet and the information contained therein, a copy of which is attached to these minutes as Appendix Three. (Proposed by Cllr Letch)

1807/064 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)

1807/065 To appoint members to the Council Affairs Committee. This item has been requested by Cllr John Ross. It was **resolved** to appoint Cllrs Ross and Wyer to the Council Affairs Committee. (Proposed by Cllr Letch)

1807/066 To discuss the maintenance of The Town Square and agree a course of action. Cllr Letch advised he had requested this item due to the poor state of repair the Town Square was in. It was **resolved** to send a letter to Mr A Busby, Group Manager for Corporate Property & Commercial Assets at Mid Devon District Council, asking for a record of the repairs, not maintenance, carried out to Crediton Town Square over the last 4 years and urge him to use the earmarked reserves set aside for Crediton Town Square to overhaul the surfacing, including the laying of a new membrane, and to carry out remedial works to the footway edging slabs. (Proposed by Cllr Letch)

Cllr Letch declared a disclosable pecuniary interest and left the room. Cllr Harris took the chair.

1807/067 To consider paying Cllr Letch's travel expenses to attend the Crediton Avranches Partenaires event, being held in Avranches on 15th and 16th September 2018. Further information had been issued with the agenda. The Clerk advised that the travel expenses amounted to £390.20, being £196.20 return ferry crossing and £194.00 mileage costs (388 miles in total). It was **resolved** to pay Cllr Letch's travel expenses of £390.20 to attend the Crediton Avranches Partenaires event, being held in Avranches on 15th and 16th September 2018. (Proposed by Cllr Brookes-Hocking)

Cllr Letch returned to the room and retook the chair.

1807/068 To resolve to grant the Clerk designated authority to make routine payments during the Council's Summer recess. It was **resolved** to grant the Clerk designated authority to make routine payments during the Council's Summer recess. (Proposed by Cllr Letch)

1807/069 To resolve to grant the Clerk in consultation with Cllrs Letch and Harris designated authority to comment on planning applications during the Council's Summer recess. It was **resolved** to grant the Clerk in consultation with Cllrs Letch and Harris designated authority to comment on planning applications during the Council's Summer recess along with comments of all other Councillors. (Proposed by Cllr Letch)

1807/070 **To consider correspondence from students at Lanscore Primary School requesting drinking water fountains in the town.** A copy of the correspondence had been issued with the agenda. Cllr Letch advised members that he had visited the school and met Mr Hadden and had advised him that he would propose that the Town Council pursues the installation of a drinking fountain by the play area in Newcombes Meadow. It was **resolved** for the Town Council to pursue the installation of a drinking fountain by the play area in Newcombes Meadow. Cllr Letch confirmed he would visit the school and tell the children what the Town Council were doing.

1807/071 **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 Szabo:

- The Britain in Bloom judges had visited on the 11th July 2018 and the visit had gone well. There were still eight It's Your Neighbourhood entries left to judge and this will be undertaken on Friday 20th July. The results will be revealed in October.
- He had been talking to Mr Jon Tricker, the Council's traffic consultant on 16th July 2018, whilst visiting the Congregational Church's new facilities. Cllr Szabo had made several suggestions regarding how, in his opinion, traffic flow in and round Lanscore could be improved.

Cllr Hughes:

- Had attended a Crowdfunder seminar on 12th July 2018, with Cllr Ross.
- Will be attending a seminar on child and baby development in August. A report will be issued for the September Council meeting.

Cllr Ross:

- Had prepared a written report covering several issues and this is attached as Appendix Four.

Cllr Brookes-Hocking:

- Had recently attended a Devon Association of Local Councils Larger Councils Committee meeting where the County Lines project was discussed along with a disturbing report regarding anti-social behaviour and gang culture in Newton Abbott. She confirmed the report has been cleared for release and she will ask the Clerk to circulate it to all Councillors.

Cllr Letch:

- The Floral Crediton judging had been completed on Thursday 12th July 2018.
- He had attended a Homes Policy Development Group meeting that afternoon, where he had challenged two finance figures relating to expenditure on Tiverton Town Hall and the Crediton Council Office building. He had requested a breakdown of all finances spent in relation to Tiverton Town Hall and challenged the expenditure on the Crediton Council Office building, which according to Mid Devon District Council included £10,000 for caretaking! The Finance Officers have promised to provide the details requested.

1807/072 Correspondence and Matters to Note - To receive Council correspondence and matters to note as detailed below.

Correspondence

1. *Town Clerk - CANCELLED GDPR Training 22nd May*
2. *MDDC - Scrutiny Committee Agenda 21st May*
3. *Town Clerk - Yellow Mouse Studio move*
4. *Member of Public - website contact form*
5. *DCC - Parish Paths Partnership Scheme 2018.19*
6. *Sandford Parish Clerk - Creedy Bridge Final comments*
7. *MDDC - Press Release Multi-million pond infrastructure plans*
8. *Placeland LLP - Land at Higher Rd*
9. *Cllr Wright - St Saviours Way Car Park*
10. *MDDC - Agenda Published 29 May 2018*
11. *Chair Crediton Town Team - Community Hub*
12. *Member of Public - Increasing number of developments in Crediton*
13. *Town Clerk - Co-option of a Town Councillor*
14. *Hotchkiss-Warburton - Boniface Trail Agenda 31 May 2018*
15. *MDDC - Empty properties*
16. *Member of the Public - Commuter Parking*
17. *MDDC - Newly Published - notifications of Key Decisions*
18. *Member of the public - MP Mel Stride & PCC*
19. *MDDC - Agenda Published 13th June*
20. *Member of Public - Complaint Parking*
21. *MDDC – Agenda 18th June*
22. *Sandford Parish Council - Higher Road meeting*
23. *Town Clerk - Site visit Higher Road*
24. *MDDC - 45 High Street - Verge St Saviours Way*
25. *Member of Public - Damage to Lloyds Bank bench (hard copy in office)*
26. *Cambridge & Counties Bank - Interest rate change*
27. *Crediton Courier - 45 High Street Crediton Verge St Saviours Way*
28. *Jo Ward - Crediton Council Office*
29. *Member of Public - Copy of letter to Mel Stride ref sale of Council Office*
30. *MDDC - Agenda for Council 27th June*
31. *Member of Public - Conflict with Cullompton TC*
32. *CHAT - Office closure*
33. *Town Clerk - STRICTLY P & C - Council Office Options Report*
34. *MDDC - Agenda Published*
35. *MDDC - Leisure Centre parking enforcement*
36. *D&C Police - Homeless Man*
37. *Landscore PS - Letters from Pupils (hard copies in the office)*
38. *D&C Police - Proposal to merge with Dorset Police*
39. *Boniface Trail Association - Agenda Boniface Trail 12th July*
40. *MDDC - Agenda for Economy Policy Development Group*
41. *UK Mail - GDPR Compliance and document collation*
42. *Judy Tucker - MDDC Ombudsman*
43. *MDDC – Crediton TC meeting space*
44. *Co Op Application forms*

Matters to Note

1. PCC - Newsletter May
2. DALC - Latest Newsletter
3. MDDC - Tool Marking Flyer
4. NALC - Chief Execs Bulletin 11 May
5. Assistant Clerk - Armed Forces Day 25th June
6. Assistant Clerk - Redvers Ramble Anniversary Procession Sat 21 July
7. Pipeuponline - We want your views survey
8. DALC - Newsletter 22.05.18
9. MDDC - Parish Matters June Edition
10. MDDC - Press Release - New dates confirmed for Local Plan preliminary hearings
11. NALC - Newsletter
12. Crediton Cong Church - Open Morning
13. DCC - Press Release - Library Services in rural isolated communities
14. Devon Communities Together - Upcoming Training courses
15. NALC - Annual Conference 2018
16. Great Western Railways - Barnstaple Timetable Consultation Response
17. Sustainable Crediton - Newsletter Issue 93
18. NALC - Chief Exec's bulletin
19. NALC - Newsletter
20. MDDC - Press release funding opportunity
21. NALC - Chief Exec's bulletin
22. DCC - Visit to Exeter EfW
23. Assistant Clerk – Newsletter
24. NALC – Newsletter
25. Devon Communities - Launch of Crowdfund Devon
26. Involve - Crediton Area Community Conversation 23rd May (files can be accessed if requested)
27. TDCTA – Invitation
28. NALC - Chief Exec's bulletin
29. MDDC - Town & Parish Newsletter July 2018
30. NALC – Newsletter
31. Citizens Advice - Newsletter 5th July

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

PART TWO

- 1807/073** 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)

Cllr Wyer declared a disclosable pecuniary interest and left the room.

- 1807/074** **To consider available office space in the town for the Town Council to relocate to and agree a course of action.** An options report prepared by the Clerk had been issued with the agenda and was considered by members.

It was **unanimously resolved** to proceed with Option 1, with a new lease commencing on 1st October 2018 and the Town Council to terminate its existing tenancy on 31st October 2018, which will allow a one month overlap to facilitate an effective and efficient move. (Proposed by Cllr Piercy). Due to the confidential nature of this item no further information can be disclosed at this time.

Cllr Wyer returned to the room.

1807/075 **Close**
The meeting closed at 8.40 pm.

Signed Dated.....
Chairman

DRAFT

Crediton Town Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
88	22/05/2018		Co-operative curre	BACS	Salaries - May	Mrs C Dalley	E	2,002.55	0.00	2,002.55
89	22/05/2018		Co-operative curre	BACS	Salaries - May	Mrs Emma Anderson	E	1,387.74	0.00	1,387.74
90	22/05/2018		Co-operative curre	BACS	Salaries - May	Mrs Emily Armitage	E	793.37	0.00	793.37
91	22/05/2018		Co-operative curre	BACS	PAYE/National Insurance	HMRC	E	1,334.25	0.00	1,334.25
92	22/05/2018		Co-operative curre	BACS	Pension Contributions	Peninsula Pensions	E	1,391.46	0.00	1,391.46
93	24/05/2018		Co-operative curre	400481	Insurance	Came & Company	E	1,795.88	0.00	1,795.88
94	24/05/2018		Co-operative curre	400482	Grant Funding	Crediton Operatic & Dra	E	500.00	0.00	500.00
95	15/05/2018		Petty Cash	pettycash	Parking (Stuart Line Cruis	Premier Parking Ltd	E	1.00	0.00	1.00
96	22/05/2018		Petty Cash	pettycash	Postage - Recorded Deliv	Post Office Ltd	E	2.50	0.00	2.50
97	04/06/2018		Petty Cash	pettycash	Flower Festival - camera	Crediton Parish Church	E	1.00	0.00	1.00
98	06/06/2018		Petty Cash	pettycash	Office Consumables/Tea,	Co-operative Group Lim	E	0.94	0.00	0.94
99	07/06/2018		Petty Cash	pettycash	Postage - Stamps	Post Office Ltd	E	8.04	0.00	8.04
100	18/06/2018		Co-operative curre	400483	Grant Funding	Crediton Congregational	E	500.00	0.00	500.00
101	18/06/2018		Co-operative curre	400484	Office Supplies - Cleaninç	Adams Home Hardware	S	8.24	1.64	9.88
102	18/06/2018		Co-operative curre	400485	Hanging basket poles	EAG Sherwood	E	252.00	0.00	252.00
103	18/06/2018		Co-operative curre	400486	Bus Shelter Cleaning	Complete Cleaning Serv	S	215.00	43.00	258.00
104	18/06/2018		Co-operative curre	400487	Training Course - E Ande	Devon Communities Toc	E	35.00	0.00	35.00
105	18/06/2018		Co-operative curre	400488	Internal Audit Fees	Auditing Solutions Ltd	S	300.00	60.00	360.00
106	18/06/2018		Co-operative curre	400489	Grass Verge Cutting	Glendale	S	675.00	135.00	810.00
107	18/06/2018		Co-operative curre	400490	Grass Cutting - People's F	Hooper Services	S	190.00	38.00	228.00
108	18/06/2018		Co-operative curre	400490	Peoples Park - Step clear	Hooper Services	S	15.00	3.00	18.00
109	18/06/2018		Co-operative curre	400490	Greenway Play Area - Gr	Hooper Services	S	50.00	10.00	60.00
110	18/06/2018		Co-operative curre	400490	Spinning Path Play Area -	Hooper Services	S	50.00	10.00	60.00
111	18/06/2018		Co-operative curre	400491	Advert - Councillor Co-op	Crediton Country Courie	S	100.00	20.00	120.00
112	18/06/2018		Co-operative curre	400492	Advert - Floral Crediton	Crediton Country Courie	S	100.00	20.00	120.00
113	18/06/2018		Co-operative curre	400493	Printing Charges	Concorde	S	49.12	9.82	58.94
114	18/06/2018		Co-operative curre	400494	Postage - Stamps	Post Office Ltd	E	125.00	0.00	125.00
115	18/06/2018		Co-operative curre	400495	Christmas in Cred - Triple	Lamps & Tubes Illumina	S	2,260.00	452.00	2,712.00
116	22/06/2018		Co-operative curre	BACS	Salaries - June	Mrs C Dalley	E	1,969.31	0.00	1,969.31
117	22/06/2018		Co-operative curre	BACS	Salaries - June	Mrs Emma Anderson	E	1,366.35	0.00	1,366.35
118	22/06/2018		Co-operative curre	BACS	Salaries - June	Mrs Emily Armitage	E	793.37	0.00	793.37
119	22/06/2018		Co-operative curre	BACS	PAYE/National Insurance	HMRC	E	1,294.99	0.00	1,294.99
120	22/06/2018		Co-operative curre	BACS	Pension Contributions	Peninsula Pensions	E	1,368.88	0.00	1,368.88
121	22/06/2018		Co-operative curre	BACS	Mayors allowance	Mr Frank Letch	E	480.00	0.00	480.00
122	22/06/2018		Co-operative curre	BACS	Councillor Allowances	Mr Frank Letch	E	64.00	0.00	64.00
123	22/06/2018		Co-operative curre	BACS	Councillor Allowances	Mr Michael Szabo	E	80.00	0.00	80.00

Crediton Town Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
124	22/06/2018		Co-operative curre	BACS	Councillor Allowances	Mr John Downes	E	64.00	0.00	64.00
125	22/06/2018		Co-operative curre	BACS	Councillor Allowances	Mrs Elizabeth Brookes-H	E	64.00	0.00	64.00
126	22/06/2018		Co-operative curre	BACS	Councillor Allowances (PA	HMRC	E	48.00	0.00	48.00
127	22/06/2018		Co-operative curre	BACS	Mayor's allowance (PAYE	HMRC	E	120.00	0.00	120.00
128	21/06/2018		Petty Cash	pettycash	Office Consumables/Tea,	Coop Supermarket	Z	1.54	0.00	1.54
129	23/06/2018		Petty Cash	pettycash	Boules Tournament Entry	Crediton Twinning Assoc	E	4.00	0.00	4.00
130	02/07/2018		Co-operative curre	directdebit	Barnfield Allotment Water	South West Water	E	8.72	0.00	8.72
131	02/07/2018		Co-operative curre	directdebit	Exhibition Road - Water	South West Water	E	9.22	0.00	9.22
132	04/07/2018		Co-operative curre	cardpayment	Leaflet dispensers	EPOSGEAR (Amazon)	S	14.07	2.82	16.89
133	04/07/2018		Co-operative curre	directdebit	Telephone Charges	BT	S	237.33	47.47	284.80
134	17/07/2018		Co-operative curre	400496	Councillor Expenses	Mrs E Brookes-Hocking	E	19.50	0.00	19.50
135	17/07/2018		Co-operative curre	400497	Stationery	Devon Commercial Stati	S	11.05	2.21	13.26
136	17/07/2018		Co-operative curre	400498	Travel Expenses	Mrs E Anderson	E	9.90	0.00	9.90
137	17/07/2018		Co-operative curre	400498	Staff expenses - laundry	Mrs E Anderson	E	14.00	0.00	14.00
138	17/07/2018		Co-operative curre	400499	Poster for walking Proces	Touchwood Signs Ltd	S	25.00	5.00	30.00
139	17/07/2018		Co-operative curre	400500	Moffats Land - Water lea	Walter Beaumont Ltd	S	150.00	30.00	180.00
140	17/07/2018		Co-operative curre	400501	Barnfield - new gate post	R J Brooks & Son Ltd	S	265.00	53.00	318.00
141	17/07/2018		Co-operative curre	400502	Stationery	Devon Commercial Stati	S	11.60	2.32	13.92
142	17/07/2018		Co-operative curre	400503	Cable Ties & D Shackles	Adams Home Hardware	S	48.74	9.75	58.49
143	17/07/2018		Co-operative curre	400504	Christm in Crediton - Che	Msesrs Pennington	S	75.00	15.00	90.00
144	17/07/2018		Co-operative curre	400505	Storage Rental	Dynamic Links Ltd	S	39.43	7.89	47.32
145	17/07/2018		Co-operative curre	400506	Grass Verge Cutting	Glendale	S	675.00	135.00	810.00
146	17/07/2018		Co-operative curre	400507	Security Waste Collection	JB Confidential	S	7.00	1.40	8.40
147	17/07/2018		Co-operative curre	400509	Floral Crediton - Paint	Adams Home Hardware	S	19.98	4.00	23.98
148	17/07/2018		Co-operative curre	400510	Floral Crediton - grafitti r	Mr M Szabo - (Aspli Safe	S	13.16	2.63	15.79
149	17/07/2018		Co-operative curre	400511	Grass Cutting - People's F	Hooper Services	S	380.00	76.00	456.00
150	17/07/2018		Co-operative curre	400512	Grass Cutting - People's F	Hooper Services	S	205.00	41.00	246.00
151	17/07/2018		Co-operative curre	400511	Clear Steps - Peoples Par	Hooper Services	S	30.00	6.00	36.00
152	17/07/2018		Co-operative curre	400511	Barnfield - grass cutting	Hooper Services	S	84.00	16.80	100.80
153	17/07/2018		Co-operative curre	400511	Barnfield - boundary fenc	Hooper Services	S	41.50	8.30	49.80
154	17/07/2018		Co-operative curre	400511	Greenway Play Area - Gr	Hooper Services	S	50.00	10.00	60.00
155	17/07/2018		Co-operative curre	400511	Spinning Path Play Area -	Hooper Services	S	50.00	10.00	60.00
156	17/07/2018		Co-operative curre	400512	Grass Cutting - Upper De	Hooper Services	S	20.00	4.00	24.00
157	17/07/2018		Co-operative curre	400512	Barnfield - boundary fenc	Hooper Services	S	41.50	8.30	49.80
158	17/07/2018		Co-operative curre	400512	Barnfield - grass cutting	Hooper Services	S	84.00	16.80	100.80
159	17/07/2018		Co-operative curre	400512	Spinning Path Play Area -	Hooper Services	S	50.00	10.00	60.00
160	17/07/2018		Co-operative curre	400512	Exhibition Road - grass c	Hooper Services	S	64.50	12.90	77.40
161	17/07/2018		Co-operative curre	400513	Webroot Antivirus Protec	Project Cosmic	S	74.00	14.80	88.80
162	17/07/2018		Co-operative curre	400513	Fusemail - email filtering	Project Cosmic	S	66.00	13.20	79.20

Crediton Town Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
163	17/07/2018		Co-operative curre	400514	Printing - P3 Walking leaf	Hedgerow Printing Ltd	E	300.00	0.00	300.00
164	17/07/2018		Co-operative curre	400515	Plaque for Lucombe Oak	S P Rowe	S	62.00	12.40	74.40
165	17/07/2018		Co-operative curre	400516	Painting of planter outsid	A R Davey Ltd	S	130.00	26.00	156.00
166	12/07/2018		Co-operative curre	cardpayment	P3 Noticeboard	Furniture@Work	S	183.35	36.67	220.02
167	17/07/2018		Co-operative curre	400517	Floral Crediton Signs	Touchwood Signs Ltd	S	18.00	3.60	21.60
168	17/07/2018		Co-operative curre	400518	Traffic & Urban Realm St	Phil Jones Associates Lt	S	3,686.00	737.20	4,423.20
169	17/07/2018		Co-operative curre	400519	Floral Crediton - Watering	S A J Window Cleaners	S	1,255.00	251.00	1,506.00
170	12/07/2018		Co-operative curre	directdebit	Bandstand Electricity	EDF Energy	L	26.79	1.34	28.13
171	17/07/2018		Co-operative curre	400520	Printing Charges	Concorde	S	73.68	14.74	88.42
172	17/07/2018		Co-operative curre	400521	Stationery	Devon Commercial Stati	S	21.15	4.23	25.38
173	17/07/2018		Co-operative curre	400522	Travel Expenses	Mr F Letch	E	4.85	0.00	4.85
Total								30,516.55	2,456.23	32,972.78

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Crediton Town Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
20	Office Service Charge	16/05/2018	Co-operative curre	BACS	Service Charge - Februar	Mid Devon District Coun	E	107.00	0.00	107.00
21	Exhibition Rd - Allotmer	16/05/2018	Co-operative curre	Cash	Exhibition Road - Allotme	Mr M Richards	E	1.82	0.00	1.82
22	Boniface Allot Ass. Mem	16/05/2018	Co-operative curre	Cash	Boniface Allot Ass - Meml	Mr M Richards	E	0.25	0.00	0.25
23	Grass Verge Cutting	12/06/2018	Co-operative curre	BACS	Grass Verge Cutting	Devon County Council	E	365.00	0.00	365.00
24	Office Service Charge	14/06/2018	Co-operative curre	BACS	Service Charge - May	Mid Devon District Coun	E	107.00	0.00	107.00
25	Interest on bank accour	30/04/2018	Cambridge & Cour	BACS	Bank Interest	Cambridge & Counties E	E	111.77	0.00	111.77
26	Interest on bank accour	31/05/2018	Cambridge & Cour	BACS	Bank Interest	Cambridge & Counties E	E	127.44	0.00	127.44
27	Exhibition Rd - Allotmer	19/06/2018	Co-operative curre	BACS	Exhibition Road - Allotme	Mr D Harris	E	2.94	0.00	2.94
28	Boniface Allot Ass. Mem	19/06/2018	Co-operative curre	BACS	Boniface Allot Ass - Meml	Mr D Harris	E	0.41	0.00	0.41
29	Barnfield - Allotment Re	25/06/2018	Co-operative curre	Cheque	Barnfield Allotment Rent	Mr R Matten	E	2.84	0.00	2.84
30	Boniface Allot Ass. Mem	25/06/2018	Co-operative curre	Cheque	Boniface Allot Ass - Meml	Mr R Matten	E	0.39	0.00	0.39
31	Exhibition Rd - Allotmer	25/06/2018	Co-operative curre	Cash	Exhibition Road - Allotme	Mr D Jones	E	3.10	0.00	3.10
32	Boniface Allot Ass. Mem	25/06/2018	Co-operative curre	Cash	Boniface Allot Ass - Meml	Mr D Jones	E	0.43	0.00	0.43
33	Barnfield - Allotment Re	25/06/2018	Co-operative curre	Cash	Barnfield Allotment Rent	Ms Anna Casey	E	10.94	0.00	10.94
34	Boniface Allot Ass. Mem	25/06/2018	Co-operative curre	Cash	Boniface Allot Ass - Meml	Ms Anna Casey	E	1.51	0.00	1.51
35	Telephone Charges	26/06/2018	Co-operative curre	BACS	Telephone recharge - ala	Mid Devon District Coun	S	114.29	22.87	137.16
36	Meeting Refreshments	27/06/2018	Co-operative curre	BACS	Meeting Refreshments	Devon in Sight	E	14.40	0.00	14.40
37	Office Service Charge	12/07/2018	Co-operative curre	bacs	Office Services Charge -	Mid Devon District Coun	E	107.00	0.00	107.00
Total								1,078.53	22.87	1,101.40

Crediton Town Council

Bank Reconciliation at 17/07/2018			
	Cash in Hand 01/04/2018		275,241.36
	ADD		
	Receipts 01/04/2018 - 17/07/2018		149,017.38
	SUBTRACT		
	Payments 01/04/2018 - 17/07/2018		73,267.41
A	Cash in Hand 17/07/2018 (per Cash Book)		350,991.33
	Cash in hand per Bank Statements		
	Cash 11/05/2018	0.00	
	Petty Cash 12/07/2018	23.31	
	Cambridge & Counties 15/06/2018	84,212.58	
	Co-operative current a/c 65809 17/07/2018	61,307.87	
	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	
			361,945.12
	Less unrepresented cheques As attached		10,953.79
			350,991.33
	Plus unrepresented receipts As attached		0.00
B	Adjusted Bank Balance		350,991.33
	A = B Checks out OK		

▶ Accounts Information > Transactions > **Print Preview**

Transactions

Today's Cleared Balance	61,307.87
Today's Uncleared Balance	61,307.87
Account	0892996580921700
Date	From: 17/07/2018 To: 17/07/2018

Date	Description	Bank Reference	Customer Reference	Credit Debit	Additional Information	Running Balance
17/07/2018	Cheque	7201503500200006	400484	9.88	090395	61,307.87

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Outstanding Debts as at 12th July 2018

Invoice Date	Invoice Number	Amount
Jan-18 Exhibition		£4.22
Jun-18 Exhibition		£3.53
TOTAL AMOUNT OUTSTANDING		£7.75

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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	419.11	569.34	1,007.56									21.0	8,467.39	2,249.61
Council & Councillors	9,460	1,193.66	1,266.09	1,195.00	34.25									39.0	5,771.00	3,689.00
Property & Parks	74,583	127.61	6,429.44	876.00	2,156.39									12.9	64,993.56	9,589.44
Insurance	2,000		1,795.88											89.8	204.12	1,795.88
Parish Paths (P3)	0				220.02									-	-220.02	220.02
Grants	25,000	22,580.00	500.00	500.00										94.3	1,420.00	23,580.00
Amenities	23,050		128.20	2712.00	1,567.37									19.1	18,642.43	4,407.57
Localism Projects	23,440		810.00	810.00	810.00									10.4	21,010.00	2,430.00
Sub Total	168,250	24,155	11,349	6,662	5,796	0	0	0	0	0	0	0	0	28.5	120,288.48	47,961.52

Salaries/PAYE/NI	Budget													%Budget	Balance	Total Spend
Salaries		4,075.01	4,183.66	4,129.03											-12,367.70	12,387.70
PAYE/NI		1,255.12	1,334.25	1,294.99											-3,884.36	3,884.36
Pension Payments		1,346.29	1,391.46	1,368.88											-4,106.63	4,106.63
Sub Total	93,873	6,676.42	6,909.37	6,792.90	-	-	-	-	-	-	-	-	-	21.7	73,494.31	20,378.69

Budget Spend	262,123.00	30,831.29	18,258.09	13,455.24	5,795.59	-	-	-	-	-	-	-	-	26.1	193,782.79	68,340.21
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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													-	62,633.14	-
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													-	25,000.00	-
Feasibility Study	190													-	190.00	-
Band Stand	173													-	173.00	-
Defibrillator Project	545													-	545.00	-
P3 Parish paths	1,268													-	1,268.00	-
Floral Crediton	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	-
Crediton Town Plates	343													-	343.00	-
Council Office Building	40,000													-	40,000.00	-
IT Equipment/Support	2,000													-	2,000.00	-
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	90.00			90.00									-	4,507.00	180.00
2017-2018 Committed projects not yet started	1,004	324.00												-	680.00	324.00
Feasibility Study (S106)	18,430				4,423.20									24.0	14,006.80	4,423.20
Diversity Festival	500													-	500.00	-
P3 Parish paths (Tinpot handrail)	6,000													-	6,000.00	-
														#DIV/0!	0.00	-
Sub Total	232,672	414.00	-	-	4,513.20	-	-	-	-	-	-	-	-	2.1	227,744.94	4,927.20

Total Spend inc reserves	494,795.14	31,245.29	18,258.09	13,455.24	10,308.79	-	-	-	-	-	-	-	-		421,527.73	73,267.41
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INCOME	Budget														%Budget	Balance	Total Income
Administration	1,200	128.27	127.44	151.56											33.9	792.73	407.27
Council & Councillors	0														#DIV/0!	0.00	-
Property & Parks	9,003	52.69	323.07	129.56	107.00										6.8	8,390.68	612.32
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
Localism Projects				365.00													
Sub Total	269,633	145,530.90	2,733.36	646.12	107.00	-	-	-	-	-	-	-	-	-	55.3	120,615.62	149,017.38
Total Income	£269,633	£145,530.90	£2,733.36	£646.12	£107.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	55.3	£120,615.62	£149,017.38

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July 2018 Councillors report

1) The Chamber of Commerce have not yet contacted me so I am currently not able to report on their activities.

2) The League of Friends of Crediton Hospital and surrounding patients met this month during which we discussed 4 bids for funding, two of which we were happy with and the other two we have requested more detailed information.

We are also looking to make sure that the organisation is fit for purpose as we go forward.

We are currently actively seeking a new chair person.

3) Sustainable Crediton has a new core group and are actively reorganising.

4) Report of the Crowdfunder seminar 12th July 2018

Anne Hughes and myself attended the launch of “CrowdfundersDevon.co.uk” at their launch seminar at County Hall on Thursday 12th July.

“Crowdfunders.co.uk” are an organisation that assists individuals and community groups to bid for funds through the company’s Crowdfunder web site.

Funds are available for the right projects that can capture the imagination of both the general public and partner organisations.

Crowdfunding remote webinar coaching is available and more information will be made available about “Train the Trainer” workshops as soon as we have more information.

It appears that Community led groups or organisations are more likely to attract funding currently from some sources such as this, so we are not averse to the idea of seeding a community led company if there is public support.

Anne Hughes and myself would like to propose the setting up of a fund-raising group within the Town Council and to include members of the community to investigate this and other fund-raising opportunities for Community projects.

5) Request volunteers for Community Speed Watch contact Bob Wright

John Ross