



# Credition Town Council

8a North Street

Credition

Devon

EX17 2BT

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## PUBLIC NOTICE

You are hereby invited to attend a **Meeting of Credition Town Council**, which will be held on **Tuesday, 22<sup>nd</sup> September 2020, at 7.00 pm.**

This will be a virtual meeting using the Zoom meeting platform. The details for accessing the meeting are:

Join Zoom Meeting

<https://zoom.us/j/97496212451?pwd=YTFXK0VZeVpxTk90akpKS0YvNXhYUT09>

Meeting ID: 974 9621 2451

Passcode: 521420

One tap mobile

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+441314601196,,97496212451#,,,,,0#,,521420# United Kingdom

Dial by your location

+44 330 088 5830 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

+44 203 901 7895 United Kingdom

+44 208 080 6591 United Kingdom

+44 208 080 6592 United Kingdom

In accordance with the Public Bodies (Admission to Meetings) Act 1960 members of the public are welcome to attend.

The purpose of the meeting is to transact the following business.

**Rachel Avery (Mrs)**

**Town Clerk**

16<sup>th</sup> September 2020

Members of the press and public requiring access to any of the documents mentioned in this agenda are asked to contact the Town Clerk (electronic links to documents are provided where available).

Please be aware that the meeting will be recorded and may be livestreamed.

## AGENDA

1. **To receive and accept apologies** (Please make any apologies known to the Town Clerk)
2. **Declarations of Interest** - To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda.
3. **To note the Virtual Meeting Policy.**
4. **Public Question Time** - To receive questions from members of the public relevant to the work of the Council. *(A maximum of 30 minutes is allowed for this item; verbal questions should not exceed 3 minutes)*
5. **Order of Business** - At the discretion of the Chairman, to adjust, as necessary, the order of agenda items to accommodate visiting members, officers or members of the public.
6. **Chairman's and Clerk's Announcements** - To receive any announcements which the Chairman and Clerk may wish to make. For information only.
7. **Town Council Minutes** - To approve and sign the minutes of the Crediton Town Council Meeting held on Tuesday, 21<sup>st</sup> July 2020 and the Crediton Town Council Extraordinary Meeting held on Thursday, 20<sup>th</sup> August 2020, as a correct record.
8. **Police Report** - To receive the Police report.
9. **To adopt the minutes of the following meetings:**
  - **Parish Paths Sub-Committee held on 30<sup>th</sup> June 2020**
  - **Christmas in Crediton Sub-Committee held on 20<sup>th</sup> July 2020**
  - **Town Strategy Committee held on 28<sup>th</sup> July 2020**(Copies of the minutes will be issued with the agenda).
10. **Due for Payment and Receipts** - To examine and agree the accounts due for payment, receipts, and bank transfers for the period 22<sup>nd</sup> July to 23<sup>rd</sup> September 2020 inclusive and to receive the bank reconciliation. (The schedule of payments and receipts will be issued prior to the meeting.)
11. **Budget Review** - To review the budget for the year to date. (The budget sheet will be issued prior to the meeting.)
12. **To receive a list of outstanding debts owed to Crediton Town Council and consider writing off an outstanding debt of £7.45 from 2019-2020.** (Further information to be issued prior to the meeting.)
13. **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 will be issued with the agenda.)
14. **To consider and agree the use of a motion request form for all meetings of Crediton Town Council.** (Draft document to be issued with the agenda).

15. **To note two councillor vacancies in Lawrence Ward and agree any actions relating to co-option.**
16. **To review current councillor membership on committees and sub-committees.** (Information to be issued with the agenda).
17. **To nominate a second OPCC Council advocate, to serve alongside Cllr Letch.** (Information to be issued with the agenda).
18. **To resolve to make the following Members' allowances for the financial year 2020-2021:**
  - **Mayor's Allowance £600**
  - **Elected Members' Allowance £80**
19. **To note that the Local Government Services' Pay Agreement 2020/21 has been reached between the National Employers and the NJC Trade Union side on rates of pay applicable from 1 April 2020.**
20. **To resolve to approve the following risk assessments:**
  - **Town Council Office building**
  - **Old Lanscove School building**(Copies of the documents will be issued with the agenda).
21. **To discuss and agree ongoing arrangements for the use of Zoom to facilitate meetings of the Town Council and its committees.**
22. **DALC AGM**
  - **To note the date – Wednesday 7<sup>th</sup> October 2020 at 10.00 am**
  - **To elect a councillor/staff member to attend as the council's representative**
  - **To agree the proxy vote for the election of DALC Board Members**(Copies of the documents will be issued with the agenda).
23. **To discuss arrangements for Remembrance Sunday.** (Information to be issued with agenda).
24. **To receive an update on anti-social behaviour at Market Street toilets.** (Information to be issued with agenda).
25. **Market Square licences**
  - **To note the current agreement with MDCC**
  - **To consider and agree the 2020/21 agreement**
  - **To discuss any arising issues relating to the licensing**(Copies of the documents will be issued with the agenda).
26. **To note the email from the Information Commissioners Office regarding a complaint.** (Information to be issued with the agenda).
27. **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.

28. To note Council Correspondence and Matters to Note. (List to be issued with agenda).
29. To note the date of the next meeting – Tuesday 17<sup>th</sup> November 2020 at 7.00 pm.