



**Minutes of the Credition Town Council Meeting, held on
Tuesday, 12th December 2017, at 7pm, at the Council Chamber, Market Street, Credition**

Present: Cllrs Mr F Letch, Miss J Harris, Mr R Wright, Mr J Ross, Mrs E Brookes-Hocking, Mr N Way, Mr M Szabo, Mrs H Zorlu, Ms K Piercy and Mr J Downes (part-meeting)

In Attendance: Mrs Emma Anderson, Assistant Clerk
Member of the public

1712/202 To receive and accept apologies

It was **resolved** to receive and accept apologies from Cllr Miss J Walters and Mrs A Hughes (Proposed by Cllr Letch)

1712/203 Declarations of Interest

Cllrs Letch, Wright and Way 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 Way declared a personal interest in agenda item 10, planning application 17/01928/LBC, as he is a QE School governor.

1712/204 Public Question Time

There were no questions.

1712/205 Order of Business

There were no changes to the Order of Business.

1712/206 Chairman's and Clerk's Announcements - To receive any announcements which the Chairman and Clerk may wish to make.

Cllr Letch had attended the following:

- 27th Nov - Police Commendations and Awards in Exeter. Pippa Beer, Cathy Webb and Nadia Maddick live/work in Credition and all received awards for their service.
- 29th Nov - MDDC Planning Committee. The Cromwells Meadow application was approved, with the vote standing at 8 for and 3 against.
- 2nd Dec - Mayor's Surgery on the Town Square
- 2nd & 9th Dec - Community Speed Watch with Cllr Ross
- 5th - Create Storage for Lauren Cook's farewell
- 7th - MDDC meeting at the Meadow Suite with Andrew Jarrett, discussing budgets and the economy.

John Downes arrived at 7.03 pm and 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.

Initials.....

1712/207 **Town Council Minutes** – To approve and sign the minutes of the Crediton Town Council meeting held on Tuesday, 21st November 2017, 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 21st November 2017, as a correct record. (Proposed by Cllr Harris)

1712/208 **Matters Arising**
Page 55, minute no. 1711/178: Cllr Brookes-Hocking requested an update on planning application 17/01655/FULL. Cllr Letch advised that this was a delegated decision and the application had been refused.

Page 60, minute no. 1711/195: Cllr Way confirmed that the Health & Wellbeing Committee is now called the Health & Adult Care Committee.

1712/209 **Police Report.** A police report had not been received. Cllr Letch thanked Cllr Wright for sending the data for September and October 2017. Cllr Letch also advised members that unfortunately there have been several break-ins over the past couple of weeks. Members discussed the lack of CCTV in the Town and it was agreed for this to be discussed at the next full Council meeting.

1712/210 **To receive, and to ratify the decisions therein, the minutes of the Grants Committee meeting held on 28th November 2017.** Copies of the minutes had been issued with the agenda. It was **resolved** to receive and to ratify the decisions therein, the minutes of the Grants Committee meeting held on 28th November 2017. (Proposed by Cllr Letch) It was further **resolved** to authorise the two payments, totalling £1,590, from the 2017-2018 grants budget. (Proposed by Cllr Letch)

1712/211 **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: 17/01721/HOUSE
Proposal: Erection of ground floor extensions, raise and extend pitched roof to include dormer windows
Location: 1 Murley Close, Crediton, EX17 2DU
Applicant: Mr & Mrs M Benwell, 1 Murley Close, Crediton, EX17 2DU

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

Reference: 17/01885/HOUSE
Proposal: Erection of a rear extension
Location: 1A Saxon Close, Crediton, EX17 3DS
Applicant: Mr & Mrs W Snell, 1A Saxon Close, Crediton, EX17 3DS

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

Reference: 17/01871/HOUSE
Proposal: Erection of two-storey side extension
Location: Enfield House, Threshers, Crediton, EX17 3NW



Initials.....

Applicant: Mr & Mrs D Veal, 8 Threshers, Crediton, EX17 3NL

It was **resolved** to recommend OBJECTION due to the loss of parking space. (Proposed by Cllr Brookes-Hocking)

Reference: 17/01928/LBC

Proposal: Listed Building Consent for the renewal of roof coverings to College House including dormer refurbishments, lead replacement works and chimney refurbishment; replacement of windows to front elevations and remaining timber and Crittal single glazed windows; brick and stone repairs; replacement of rainwater goods, damp proofing works and fire doors upgrade

Location: QE Academy Trust, Western Road, Crediton, EX17 3LU

Applicant: Mr Ben Brook, QE Academy Trust, Western Road, Crediton, EX17 3LU

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

Reference: 17/01939/FULL

Proposal: Erection of a dwelling

Location: East View, Buller Road, Crediton, EX17 2AX

Applicant: Ms S Wilder, East View, Buller Road, Crediton, EX17 2AX

It was **resolved** to recommend NO OBJECTION subject to the following:

- The drive being made up of a porous material
- The provision of two parking spaces for the original house

(Proposed by Cllr Brookes-Hocking)

Reference: 17/01951/HOUSE

Proposal: Erection of single storey extension

Location: Triangle House, Pounds Hill, Crediton, EX17 1DT

Applicant: Mr & Mrs Brown, Triangle House, Pounds Hill, Crediton, EX17 1DT

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

1712/212

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: 17/01534/FULL

Proposal: Variation of condition 2 of planning permission 16/00547/FULL to allow substitute plans in respect of change of design for Plot 3 and removal of pedestrian access ramp

Location: Okefield House, Deep Lane, Crediton, EX17 2BY

Applicant: Mr M Peters, R & M Peters Ltd, Hawkins Way, Crediton, EX17 1HZ

Reference: 17/01683/PNAG

Proposal: Prior notification for the proposed relocation of field access

Location: Land at NGR 284804 100251 (Roadside Verge), Commonmarsh Lane, Lords Meadow Industrial Estate, Crediton



Initials.....

Applicant: Mr Graham Kerslake, The Downes Estate Settlement, C/o Savills Sterling Court, Dix's Field, Exeter, EX1 1QA

Reference: 17/01584/TPO

Proposal: Application to trim sides and reduce the height of 1 Yew tree by 1.5m protected by Tree Preservation Order 88/00002/TPO

Location: The Mews, Deep Lane, Crediton, EX17 2BY

Applicant: Mrs Collins, The Mews, Deep Lane, Crediton, EX17 2BY

Reference: 17/01540/LBC

Proposal: Listed Building Consent for the conversion of a dwelling into two dwellings including internal and external alterations, the erection of a two storey extension and ancillary works to form a bin store and communal garden

Location: 4B High Street, Crediton, EX17 3AE

Applicant: Mr B Phillips, Langford Bridge, Langford Road, Newton St Cyres, EX5 5AQ

Reference: 17/01539/FULL

Proposal: Conversion of a dwelling into two dwellings including internal and external alterations, the erection of a two storey extension and ancillary works to form a bin store and communal garden

Location: 4B High Street, Crediton, EX17 3AE

Applicant: Mr B Phillips, Langford Bridge, Langford Road, Newton St Cyres, EX5 5AQ

Reference: 17/01651/HOUSE

Proposal: Erection of two-storey extension and installation of 2 dormer windows

Location: 1 Cockles Rise, Crediton, EX17 3JB

Applicant: Mrs Short, 1 Cockles Rise, Crediton, EX17 3JB

Reference: 17/01709/CAT

Proposal: Notification of intention to remove 2 Horse Chestnut trees within the Conservation Area

Location: Fairpark, Exeter Road, Crediton, EX17 3BJ

Applicant: Mr R Cattell, Fairpark, Exeter Road, Crediton, EX17 3BJ

Reference: 17/01646/FULL

Proposal: Formation of home delivery facility comprising a single storey link corridor from the store to a 4 van loading canopy, service yard, and associated modifications to car park layout (Revised scheme)

Location: Tesco, Joseph Locke Way, Crediton, EX17 3FD

Applicant: Tesco Stores Ltd, Shire Park, Kestral Way, Welwyn Garden City, AL7 1GA

1712/213

Accounts Due for Payment and Receipts – To examine and agree the accounts due for payment and receipts for the period 22nd November 2017 to 12th December 2017 inclusive and to receive the bank reconciliation. The schedule of payments and receipts was issued prior to the meeting. It was **resolved** to approve the payments totaling £27,789.41, receipts totaling £753.19 and accept the bank reconciliation, copies of which are attached to these minutes as Appendix One. (Proposed by Cllr Harris)



Initials.....

- 1712/214** 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. The Assistant Clerk confirmed that phone calls would be made this week to chase the outstanding allotment invoices from September. It was **resolved** to note the outstanding debts of £227.15, a copy of which is attached to these minutes as Appendix Two. (Proposed by Cllr Letch)
- 1712/215** **Budget Review – To review the budget for the year to date.** A copy of the budget sheet which had been circulated prior to the meeting is attached as Appendix Three. Cllr Ross requested clarification on what the localism budget was used for. Cllr Brookes-Hocking provided an explanation. It was **resolved** to note the budget sheet and the information contained therein. (Proposed by Cllr Letch)
- 1712/216** To receive a report from the Council’s internal control checkers, following the monthly random inspection and agree any actions. Copies of the reports had been issued with the agenda. It was **resolved** to note the report with no further actions. (Proposed by Cllr Letch)
- 1712/217** To consider and agree/amend Crediton Town Council’s budgets prepared by the Council’s Responsible Financial Officer for the financial year 2018-2019. Copies of the draft budget had been issued with the agenda. Members discussed the increase in the budget and Cllr Letch read the proposed press statement explaining the increase in the precept. It was **resolved** to agree the Town Council’s budgets for the financial year 2018-2019, with a total budgeted expenditure of £269,623 and a total budgeted income of £30,159 (£28,203 Council income and £1,956 MDDC DCLG Grant) excluding precept, a copy of which is attached to these minutes as Appendix Four. (Proposed by Cllr Brookes-Hocking. Cllrs Wright & Szabo requested for the minutes to show they voted against.)
- 1712/218** To consider and agree/amend Crediton Town Council’s reserve levels for the financial year 2018-2019. Copies of the reserve levels had been issued with the agenda. It was **resolved** to:
- Set the Council’s general revenue reserve level at £75,000 for the financial year 2018 - 2019
 - Agree the Town Council’s earmarked reserve levels for the financial year 2018 - 2019, a copy of which is attached to these minutes as Appendix Five, subject to any further spending on specific projects in this financial year.
- (Proposed by Cllr Letch)
- 1712/219** To discuss and agree Crediton Town Council’s precept for the financial year 2018-2019. The precept figures had been issued with the agenda. It was **resolved** to increase the Town Council’s precept for the financial year 2018-2019 to £239,465. (Proposed by Cllr Letch). It was further **resolved** to approve the press statement explaining the increase in the precept (Proposed by Cllr Letch). Cllr Wright requested that the statement be sent to the Courier for inclusion in this week’s issue.
- 1712/220** To consider the internal audit interim report from the Council’s Internal Auditor, Mr Stuart Pollard of Auditing Solutions, for the financial year 2017-18 and agree any actions. A copy of the report had been issued with the agenda.



Initials.....

Cllr Harris commended the Council staff for their hard work and members agreed that this be recorded in the minutes. The Assistant Clerk confirmed that Mr Pollard's recommendation relating to pension contributions has now been addressed and corrected. It was **resolved** to note the internal audit interim report from the Council's Internal Auditor, Mr Stuart Pollard of Auditing Solutions, for the financial year 2017-18 with no further actions. (Proposed by Cllr Letch)

1712/221 To appoint a Council representative to the following outside bodies following the resignation of Andi Wyer. It was **resolved** to make the following appointments, with written reports being submitted to Council, by the representatives, as and when deemed necessary.

- **Hayward's Educational Foundation** Cllr Piercy
- **Crediton United Charities** Cllr Piercy

1712/222 To appoint Councillors to the following Committees

- **Crediton Open Space**
It was **resolved** to appoint Cllr Hughes to the Crediton Open Space Committee. (Proposed by Cllr Letch)
- **Christmas in Crediton**
There were no volunteers. Cllrs Brookes-Hocking and Letch agreed it would be beneficial to look at what week this meeting could be held in order that Cllr Letch could also attend the meetings, as the current week clashes with his MDDC meetings.
- **Floral Crediton**
It was **resolved** to appoint Cllr Piercy to the Floral Crediton Committee. (Proposed by Cllr Letch)

1712/223 To consider correspondence received from Crediton Hospital League of Friends in relation to the Crediton Community Hospital Building and agree any actions. This item had been requested by Cllr Way. Documentation relating to this item had been issued prior to the meeting. It was **resolved** to note the correspondence (Proposed by Cllr Way). Cllr Brookes-Hocking requested for the Crediton Hospital League of Friends to be made aware of the Health & Well-being Open Day in April as it is hoped that the event will clarify much of the confusion.

Cllr Way confirmed that Devon County Council's Scrutiny Committee has asked for NHS Property Services to attend a Committee meeting. Cllr Way will be asking them about community hospital services.

1712/224 Councillor Reports - To receive the following reports, and 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:

- New "any bin will do" stickers are being printed for the town litter bins. These will soon be going on all the litter bins in the Town except those located within play areas.



Initials.....

- MDDC's draft budget report includes an extra £10,000 for toilet maintenance and upkeep.

Cllr Szabo:

- Attended a site visit on Tinpot Lane, with other members of the Parish Paths Committee and it was a thoroughly enjoyable route. It was agreed that Community Pay Back may be able to help in pushing the leaves off to the sides to reduce the slip hazard.

Cllr Ross:

- Attended the Crediton Hospital League of Friends meeting, however the group did not seem to be expecting Councillors to attend so they left.

Cllr Piercy:

- Will be attending a new councillor training course tomorrow.

Cllr Downes:

- Had attended the recent MDDC Planning Committee meeting where the Cromwells Meadow application had been considered. Cllr Downes was concerned that MDDC's new Head of Planning gave a bias steer at the meeting and has concerns about how the application was being judged and whether it was being considered against the existing Local Plan or the emergent plan. Councillors agreed it would be beneficial to invite the new Head of Planning to a Council meeting.

Cllr Way:

- Attended a meeting with Cllr Brookes-Hocking and members of Devon County Council regarding the upcoming A377 road closure. Cllr Way advised members that he has a copy of the map showing the closure and diversion. The closure will start on 15th January 2018 for up to one month. The works are necessary as the road is collapsing. The diversion uses A & B roads, however some local roads will be made one way to try and reduce congestion. School buses and public buses have been made aware of the road closure.

Cllr Zorlu:

- Has received lots of good reports from the Christmas Lights Switch-on and passed on big praise to the committee.
- Is pleased to see so many petitions for the retention of the Council Office building and the services within it.

Cllr Brookes-Hocking:

- Attended a meeting with the Town Clerk and Cllr Letch to provide Dawn Eckhart, from Devon Communities Together, with an update on the Council Office building, following her work on the feasibility study as well as obtaining advice from Dawn.

The Assistant Clerk advised members that Cllr Hughes has been invited to join a research team at the Children's Centre looking into baby brain development, under a programme called Thrive.



Initials.....

1712/225 **Correspondence and Matters To Note - To receive Council correspondence and matters to note.** Copies of the correspondence and matters to note had been issued with the agenda.

Correspondence

1. *Smaller Authorities Audit Appointments - Notification of external auditor 2017-18*
2. *Stuart Pollard - ASL Interim Report and Invoice 2017-18*
3. *Acceptance letter - Emily Armitage*
4. *Cambridge & Counties Bank - Savings Account interest rate change*
5. *Community Safety - Cyber & Fraud Awareness Briefing Sessions*
6. *NatWest - closures*

Matters To Note

1. *Healthy People - November 2017 Newsletter*
2. *MDDC - Have your say on our services*
3. *Police & Crime Commissioner - November 2017 monthly report*
4. *DALC - 23 November Newsletter*
5. *Mid Devon Childrens Centre - Minutes of Board and November Newsletter*
6. *DCC - Pension Line Special November 2017*
7. *DCC - Winners of National Award for improving health and wellbeing*
8. *R E & E NHS Foundation Trust - Issue 4*
9. *MDDC - to help residents save on energy bills*

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

1712/226 **Business brought forward**

Cllr Szabo:

- The Railway Tea Rooms are closing after 18 years of running. Linda Brown will be leaving and the building will be managed by an outside management company. There is currently a lot of railway memorabilia, mainly posters, in the Tea Rooms and these belong to Linda. Linda has expressed an interest in selling these and Cllr Szabo wanted to put forward the idea of the Council purchasing them. Members were interested in purchasing the memorabilia and agreed for it to be included on the next agenda. In the meantime, the Council staff will obtain further information including how many posters there are, pictures of the posters, and the prices.
- Took the Council Building petition to residents on his street and got 60 signatures. A petition was also given to Crediton Hospital and, in less than one day, the petition had 15 signatures with 1/3 belonging to people outside of Crediton.

Cllr Piercy:

- The Bigger Picture Gallery will be holding an exhibition in March 2018 called "We Are Crediton". This will include photos of residents of Crediton, so she will be walking around the Town taking photos over the next couple of months. Cllr Downes advised that Peter Hamilton did something similar in 2000 so she may want to contact him.



Initials.....

Cllr Downes:

- South West Galvanisers have installed very powerful floodlights on their site and they are not shielded. This is contributing to light pollution within the town and Cllr Downes has referred the issue to MDDC. It was agreed for the Town Council to write to MDDC to reinforce the issue.

Cllr Way:

- Advised that empty grit bins need to be reported as DCC will not fill them unless they receive a specific request.

The Assistant Clerk advised members that Cllr Hughes has requested for the Town Council to have a tree at next year's Christmas Tree Festival. It was agreed for this to be considered by the Christmas in Crediton Committee.

PART TWO

1712/227 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)

1712/228 **To receive an update on the Crediton Council Office building and agree any actions required.** The Assistant Clerk confirmed that the Town Clerk has actioned all points from the last meeting and there is no further update at present. Due to the confidential nature of this item no further information can be disclosed.

1712/229 **Close**
The meeting closed at 8.24 pm

Signed.....
(Chairman)



Dated:.....
16/1/18

12 December 2017 (2017-2018)

Credition Town Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
353 Staff Salaries	22/11/2017		Co-operative curre	BACS	Salaries - November	Mrs C Dalley	E	1,893.40	0.00	1,893.40
354 Staff Salaries	22/11/2017		Co-operative curre	BACS	Salaries - November	Mrs Emma Anderson	E	1,317.26	0.00	1,317.26
355 Staff Salaries	22/11/2017		Co-operative curre	BACS	Salaries - November	Mrs S Blake	E	520.00	0.00	520.00
356 PAYE/National Insuranc	22/11/2017		Co-operative curre	BACS	PAYE/National Insurance	HMRC	E	1,370.75	0.00	1,370.75
357 Pension Contributions	22/11/2017		Co-operative curre	BACS	Pension Contributions	Peninsula Pensions	E	1,182.81	0.00	1,182.81
358 Spinning Path Gardens	12/12/2017		Co-operative curre	400326	Spinning Path gardens - 1	R J Brooks & Son Ltd	S	180.00	36.00	216.00
359 Upper Deck Maintenanc	12/12/2017		Co-operative curre	400327	Upper Deck - maintenanc	Hooper Services	S	270.00	54.00	324.00
360 Boniface Statue Mainter	12/12/2017		Co-operative curre	400328	Boniface Statue - Cleanli	F J Stevens & Son	S	90.00	18.00	108.00
361 Small works/Various	12/12/2017		Co-operative curre	400328	Millenium Cross Cleaning	F J Stevens & Son	S	35.00	7.00	42.00
362 Christmas in Cred - Con	12/12/2017		Co-operative curre	400329	Christmas in Crediton - C	Contact Radio Communi	S	100.00	20.00	120.00
363 Audit Fees	12/12/2017		Co-operative curre	400330	Internal Audit Fees	Auditing Solutions Ltd	S	320.00	64.00	384.00
364 Christmas in Cred - Rep	12/12/2017		Co-operative curre	400331	Town Square Christmas 1	Dowrich Farms Limited	S	133.33	26.67	160.00
365 Christmas in Cred - New	12/12/2017		Co-operative curre	400332	Christmas in Crediton - ir	Lamps & Tubes Illumine	S	795.00	159.00	954.00
366 Christmas in Cred - Rep	12/12/2017		Co-operative curre	400332	Christmas in Crediton - P	Lamps & Tubes Illumine	S	280.00	56.00	336.00
367 Christmas in Cred - Rep	12/12/2017		Co-operative curre	400332	Christmas in Crediton - ir	Lamps & Tubes Illumine	S	650.00	130.00	780.00
368 Christmas in Cred - New	12/12/2017		Co-operative curre	400332	Christmas in Crediton - ir	Lamps & Tubes Illumine	S	325.00	65.00	390.00
369 Christmas in Cred - Rep	12/12/2017		Co-operative curre	400332	Christmas in Crediton - Li	Lamps & Tubes Illumine	S	320.00	64.00	384.00
370 Christmas in Cred - New	12/12/2017		Co-operative curre	400332	Christmas in Crediton - Li	Lamps & Tubes Illumine	S	160.00	32.00	192.00
371 Subscriptions	12/12/2017		Co-operative curre	400333	SLCC Membership	The Society of Local Co	E	233.00	0.00	233.00
372 Remembrance Day	12/12/2017		Co-operative curre	400334	Remembrance Road Clos	South West Highways Li	S	486.39	97.28	583.67
373 Christmas in Cred - Mis	12/12/2017		Co-operative curre	400335	Christmas in Crediton - d	Grape & Grain Wine Mei	E	20.00	0.00	20.00
374 Stationery	12/12/2017		Co-operative curre	400336	Stationery	Devon Commercial Stati	S	28.78	5.76	34.54
375 Stationery	12/12/2017		Co-operative curre	400337	Stationery	Devon Commercial Stati	S	9.54	1.91	11.45
376 Boniface Allot Ass, Mem	12/12/2017		Co-operative curre	400338	Boniface Allot Ass - Meml	Boniface Allotment Asso	E	110.00	0.00	110.00
377 Security Waste	12/12/2017		Co-operative curre	400339	Security Waste Collection	JB Confidential	S	7.00	1.40	8.40
378 Bus Shelter Cleaning	12/12/2017		Co-operative curre	400340	Bus Shelter Cleaning	Complete Cleaning Serv	S	125.00	25.00	150.00
379 Bus Shelter Cleaning	12/12/2017		Co-operative curre	400341	Bus Shelter Cleaning	Complete Cleaning Serv	S	90.00	18.00	108.00
380 Councillor/Clerk Expens	12/12/2017		Co-operative curre	400342	Councillor Expenses	Mr Frank Letch	E	9.81	0.00	9.81
381 People's Park - Grass Ct	12/12/2017		Co-operative curre	400343	Peoples Park - Grass Cuit	Hooper Services	S	205.00	41.00	246.00
382 Upper Deck Maintenanc	12/12/2017		Co-operative curre	400343	Upper Deck - grass cuttir	Hooper Services	S	20.00	4.00	24.00
383 Spinning Path Gardens	12/12/2017		Co-operative curre	400343	Spinningpath Play Area -	Hooper Services	S	50.00	10.00	60.00
384 Greenway Play Area Ma	12/12/2017		Co-operative curre	400343	Greenway Play Area - Gri	Hooper Services	S	50.00	10.00	60.00
385 Exhibition Rd - boundary	12/12/2017		Co-operative curre	400343	Exhibition Road - Bounda	Hooper Services	S	64.50	12.90	77.40
386 Exhibition Rd - outside	12/12/2017		Co-operative curre	400343	Exhibition Road - Hedge	Hooper Services	S	40.00	8.00	48.00
387 Upper Deck Maintenanc	12/12/2017		Co-operative curre	400343	Upper Deck - maintenanc	Hooper Services	S	50.00	10.00	60.00
388 Christmas in Cred - Con	12/12/2017		Co-operative curre	400344	Christmas in Crediton - E	Ian Stuart (Exmouth Lai	E	711.11	0.00	711.11

Crediton Town Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
389 Youth Provision	12/12/2017		Co-operative curr€	400345	Youth Cafe	Crediton Methodist Chur	E	4,000.00	0.00	4,000.00
390 Christmas in Cred - Con	12/12/2017		Co-operative curr€	400346	Christmas in Crediton - fi	J D Ward (Electrical Ser	S	60.00	12.00	72.00
391 Christmas in Cred - Rep	12/12/2017		Co-operative curr€	400347	Christmas in Crediton - El	J D Ward (Electrical Ser	S	2,913.00	582.60	3,495.60
392 Garage/Storage Rental	12/12/2017		Co-operative curr€	400348	Storage Rental	Dynamic Links Ltd	S	39.43	7.89	47.32
393 Photocopier/Printing Ch	12/12/2017		Co-operative curr€	400349	Christmas Card Printing	Hedgerow Printing Ltd	S	75.45	15.09	90.54
394 Councillor/Clerk Expens	12/12/2017		Co-operative curr€	400351	Staff expenses - laundry	Sandra Blake	E	42.00	0.00	42.00
395 Economic Development	12/12/2017		Co-operative curr€	400350	Feasibility Study - scopin	Phil Jones Associates Lt	S	1,500.00	300.00	1,800.00
396 Office Supplies	12/12/2017		Co-operative curr€	400351	Office Supplies - Cleanin	Sandra Blake (Tesco)	S	10.58	2.12	12.70
397 Stationery	24/11/2017		Petty Cash	pettycash	Stationery	Evans Newsagents	S	2.96	0.59	3.55
398 Office Supplies	30/11/2017		Petty Cash	pettycash	Office Consumables/Tea,	Co-operative Group Lim	Z	0.94	0.00	0.94
399 Postage	07/12/2017		Petty Cash	pettycash	Postage - Avranche/Dokk	Post Office Ltd	E	4.71	0.00	4.71
400 Christmas in Cred - Con	12/12/2017		Co-operative curr€	400352	Christmas in Crediton - E	Crediton Arts Centre	E	1,126.63	0.00	1,126.63
401 Photocopier/Printing Ch	12/12/2017		Co-operative curr€	400353	Printing Charges	Concorde	S	69.50	13.90	83.40
402 Grass Verge Cutting	12/12/2017		Co-operative curr€	400354	Grass Verge Cutting	Mid Devon District Coun	S	3,113.35	622.67	3,736.02
403 Bandstand maintenance	12/12/2017		Co-operative curr€	400355	Bandstand Cleaning	R J Brooks & Son Ltd	S	37.00	7.40	44.40
Total							25,248.23	2,541.18	27,789.41	



**Crediton Town Council
RECEIPTS LIST**

Voucher Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
323	20/11/2017		Co-operative curré	BACS	Exhibition Road - Allotme	Mr P Salter	E	23.10	0.00	23.10
324	20/11/2017		Co-operative curré	BACS	Boniface Allot Ass - Meml	Mr P Salter	E	3.19	0.00	3.19
325	20/11/2017		Co-operative curré	BACS	Christmas Stall fee	Mrs Marion Pyne	E	50.00	0.00	50.00
326	20/11/2017		Co-operative curré	BACS	Christmas lights donation	East Town Cafe	E	50.00	0.00	50.00
327	22/11/2017		Co-operative curré	BACS	Exhibition Road - Allotme	Mr P Scarbrough	E	2.00	0.00	2.00
328	23/11/2017		Co-operative curré	BACS	Christmas lights donation	Il Casita	E	33.00	0.00	33.00
329	23/11/2017		Co-operative curré	BACS	Christmas lights donation	Worham Jaques	E	50.00	0.00	50.00
330	23/11/2017		Co-operative curré	BACS	Christmas lights donation	Hillbrow Residential Car	E	50.00	0.00	50.00
331	23/11/2017		Co-operative curré	BACS	Christmas lights donation	E & J M Holden	E	50.00	0.00	50.00
332	25/11/2017		Co-operative curré	cash	Christmas in Crediton - E	Public	E	188.60	0.00	188.60
333	27/11/2017		Co-operative curré	Cheque	Barnfield Allotment Rent	Mrs M Carpenter	E	22.68	0.00	22.68
334	27/11/2017		Co-operative curré	Cheque	Boniface Allot Ass - Meml	Mrs M Carpenter	E	3.13	0.00	3.13
335	05/12/2017		Co-operative curré	Cheque	Christmas lights donation	Sunflower Day Nursery	E	50.00	0.00	50.00
336	04/12/2017		Co-operative curré	BACS	Barnfield Allotment Rent	Mr M Sparks	E	24.15	0.00	24.15
337	04/12/2017		Co-operative curré	BACS	Boniface Allot Ass - Meml	Mr M Sparks	E	3.34	0.00	3.34
338	04/12/2017		Co-operative curré	BACS	Christmas lights donation	Crediton Pharmacy	E	50.00	0.00	50.00
339	06/12/2017		Co-operative curré	BACS	Christmas lights donation	Reed Construction & De	E	50.00	0.00	50.00
340	06/12/2017		Co-operative curré	BACS	Christmas lights donation	Helmores (Creedy Centr	E	50.00	0.00	50.00
Total								753.19	0.00	753.19

Credition Town Council

Bank Reconciliation at 12/12/2017			
	Cash in Hand 01/04/2017		203,394.76
	ADD		
	Receipts 01/04/2017 - 12/12/2017		253,360.60
			456,755.36
	SUBTRACT		
	Payments 01/04/2017 - 12/12/2017		146,783.42
A	Cash in Hand 12/12/2017 (per Cash Book)		309,971.94
	Cash in hand per Bank Statements		
	Cash 12/12/2017	0.00	
	Petty Cash 12/12/2017	44.80	
	Cambridge & Counties 10/08/2017	75,136.71	
	Co-operative current a/c 65809 11/12/2017	171,282.85	
	Nationwide a/c 90097276 10/08/2017	85,033.04	
			331,497.40
	Less unrepresented cheques As attached		21,601.27
			309,896.13
	Plus unrepresented receipts As attached		75.81
B	Adjusted Bank Balance		309,971.94
	A = B Checks out OK		





Date/Time: 11/12/2017

09:24:06

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Accounts Information > Transactions > Print Preview

Transactions	
Account	0892996580921700
Date	From: 01/12/2017 To: 11/12/2017

Date	Description	Bank Reference	Customer Reference	Credit	Debit	Additional Information	Running Balance
01/12/2017	Cheque	7350911200200007	400315		55.52	300000	173,252.09
01/12/2017	Cheque	7351349200200012	400325		95.76	274805	173,156.33
01/12/2017	Cheque	7350627400200007	400320		588.00	300000	172,568.33
04/12/2017	Cheque	8351539000200007	400316		48.00	300000	172,520.33
04/12/2017	Cheque	8352566600200013	400310		97.22	532203	172,423.11
04/12/2017	Cheque	8352565300200013	400306		300.00	532203	172,123.11
04/12/2017	Cheque	8351538900200007	400302		852.00	300000	171,271.11
04/12/2017	Cheque	8352566500200013	400321		29.65	532203	171,241.46
04/12/2017	Faster Payment	CINCCREDITON.PHARM	Crediton Pharmacy	50.00		30993853697560	171,291.46
04/12/2017	Faster Payment	B12-2017-18	H Sparks	27.49		30943620853060	171,318.95
05/12/2017	Cheque	7301140300200011	400301		36.00	532203	171,282.95
05/12/2017	Cheque	7301526800200014	400323		15.10	090395	171,267.85
06/12/2017	Faster Payment	REED.LETTINGS	REED CONSTRUCTIO	50.00		52300613460587	171,317.85
06/12/2017	Faster Payment	CINC HELMORES	HELMORES ESTATE	50.00		52300625371975	171,367.85
11/12/2017	Cheque	8351815800200006	400269		75.00	274271	171,292.85
11/12/2017	Cheque	8351815700200006	400272		10.00	274271	171,282.85

[Back](#)

Outstanding Debts as at 11th December 2017

Invoice Date	Invoice Number	Amount
Sep-17		
Exhibition Road		£128.12
Barnfield		£87.24
Oct-17		
Exhibition Road		£9.72
Nov-17		
Barnfield		£2.07
TOTAL AMOUNT OUTSTANDING		£227.15



Appendix Three

Year To Date Budget 2017-2018

EXPENDITURE	Budget	April	May	June	July	August	Sept	Oct	Nov	Dec	%Budget	Remaining	Total Spend
Administration	10,224	499.74	1,302.96	875.58	711.44	648.62	101.37	226.48	1,312.53	546.34	60.9	3,996.94	6,225.06
Council & Councillors	10,144	1,010.62	300.28	1,042.93	1,591.20	621.90	48.10	555.41	1,771.90	868.48	61.3	3,927.18	6,216.82
Property & Parks	39,695	3,158.11	3,045.17	779.72	373.41	2,882.66	421.66	1,991.11	4,688.12	1,680.72	47.9	20,664.32	19,020.68
Insurance	2,500		1,718.62								68.7	781.38	1,718.62
Parish Paths (P3)	750			30.00							-	720.00	30.00
Grants	20,000	18,510.00	400.00		386.51	115.39	277.03	359.42	2,934.50	7,614.71	92.1	1,590.00	18,410.00
Amenities	23,200		139.20	44.76						4,000.00	51.2	11,328.48	11,871.52
Localism Projects	24,552		9,217.73								53.8	11,334.27	13,217.73
Sub Total	131,055	23,178	15,324	2,773	3,063	4,569	848	3,132	9,113	14,710	58.5	54,344.57	76,710.43

Salaries/PAYE/NI	Budget	%Budget	Balance	Total Spend
Salaries	56,085	51.2	27,349.41	28,735.59
PAYE/NI	7,740	131.1	-2,405.87	10,145.87
Pension Payments	12,900	68.6	3,921.70	8,978.30
Sub Total	76,725	62.4	28,865.24	47,859.76

Budget Spend	2017,800.00	27,830.17	22,447.10	8,660.41	9,040.88	10,546.89	6,826.48	9,110.74	15,397.27	14,710.25	60.0	83,209.81	124,570.19
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Ear Marked Reserves/Project Funds													
Wildlife Garden	130											130.00	-
Neighbourhood Plan	4,650											4,650.00	-
Alignments	1,387											1,387.00	-
Street Furniture & Small Works	1,000											1,000.00	-
Upper Deck	960											960.00	-
General Fund	79,302	234.00	2,214.40	0.98	109.22	2,989.81	636.00	95.76			8.6	67,021.83	6,280.17
Election Expenses	2,351											2,351.00	-
Economic Development	7,710									1,800.00	23.3	5,910.00	1,800.00
Christmas Lights Repair/Renewal	4,521								588.03		13.0	3,932.97	588.03
Localism Projects	25,000											25,000.00	-
Feasibility Study	190											190.00	-
Band Stand	173											173.00	-
Debrillator Project	2,345			2,160.00							92.1	185.00	2,160.00
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	100				32.15						32.2	67.85	32.15
General Legal/Professional Fees	3,700		840.00								22.7	2,860.00	840.00
Stonypark Legal/Professional Fees	5,000											5,000.00	-
Crediton Town Plates	343											343.00	-
Council Office Building	40,000											40,000.00	-
IT Equipment/Support	1,000											1,000.00	-
Storage Container	1,990			2,388.00							120.0	-398.00	2,388.00
Allotment Access Path Project	5,000							2,969.43	165.00		62.7	1,865.57	3,134.43
Air Ambulance Lighting Column	1,000											1,000.00	-
Sub Total	194,338	234.00	3,054.40	4,548.98	141.37	2,989.81	-	3,605.43	848.79	1,800.00			17,222.78

Total Spend inc reserves	402,118.00	28,064.17	25,501.50	13,209.39	9,182.25	13,536.70	6,826.48	12,716.17	16,246.06	16,510.25	260,325.03	141,792.97
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INCOME	Budget										%Budget	Balance	Total Income
Administration	801	94.62	97.89	94.86	98.15						48.1	415.48	385.52
Council & Councillors	0				136.00	16.00					#DIV/0!	-152.00	152.00
Property & Parks	5,549	159.11	5.63	375.00	4.65	612.61	2,936.75	431.94	27.49		82.7	960.27	4,588.73
Insurance	0										#DIV/0!	0.00	-
Parish Paths (P3)	250										-	250.00	-
Grants	0				3,840.44						#DIV/0!	-3,840.44	3,840.44
Amenities	3,200		188.63	100.00		50.00	883.00	1,571.60	200.00		93.9	194.98	3,005.02
VAT Repayment	10,000	4,722.69		2,299.90		3,719.19	1,607.96				123.5	-2,349.74	12,349.74
Sponsorship	0										#DIV/0!	0.00	-
Precept	216,574	108,287.00					108,287.00				100.0	0.00	216,574.00
Council Tax Support Grant	5,407	2,703.53					2,703.53				100.0	-0.06	5,407.06
Neighbourhood Plan	0										#DIV/0!	0.00	-
Peoples Park Wildlife Garden	0						326.06						
Localism Projects													
Earmarked Reserves													
Sub Total	241,781	115,966.95	292.15	2,869.76	4,079.24	3,782.53	662.61	116,744.30	227.49		104.8	-11,579.60	253,360.60
Total Income	£241,781	£115,966.95	£292.15	£2,869.76	£4,079.24	£3,782.53	£662.61	£116,744.30	£227.49	£8,735.57	104.8	-£11,579.60	£253,360.60

Crediton Town Council Proposed Budget for 2018/2019

	Budget 2017-2018	Anticipated 2017-2018	Budget 2018-2019	
General Council Budget	2017-2018	2017-2018	2018-2019	
EXPENDITURE				
Salaries & IR	76,725	77,979	93,873	Appendix 1
Administration	10,224	9,940	10,717	Appendix 2
Council & Councillors	10,144	7,752	9,460	Appendix 3
Property & Parks	39,685	27,736	74,583	Appendix 4
Amenities	23,200	18,745	23,050	Appendix 5
Insurance	2,500	1,719	2,000	
Election Costs	0	0	0	
Parish Paths (P3)	750	30	0	
TC Grants	20,000	18,110	25,000	
Localism Projects	24,552	32,163	23,440	Appendix 6
Sub Total	207,780	194,172	262,123	
EAR MARKED RESERVES BUDGET				
Elections	0	0	2,500	
Christmas Lights Renewals/Repairs	500	500	1,000	
Street Furniture & Small Works	1,000	1,000	1,000	
Localism Projects	5,000	5,000	0	
MDDC Building	25,000	25,000	0	
IT Equipment/Support	1,000	1,000	1,000	
Legal/Professional Fees	1,500	1,500	0	
Economic Development	0	0	2,000	
Sub Total	34,000	34,000	7,500	
TOTAL EXPENDITURE	241,780	228,172	269,623	
INCOME				
Salaries	0	0	0	
Administration	801	1,157	1,200	
Council & Councillors	0	152	0	
Property & Parks	5,549	5,317	9,003	
Insurance	0	0	0	
Parish Paths (P3)	250	0	0	
TC Grants	0	3,840	0	
Amenities	3,200	3,900	3,000	
VAT Repayments	10,000	15,000	15,000	
Sub Total	19,799	29,366	28,203	
Precept	216,574	216,574	239,465	
MDDC grant	5,407	5,407	1,956	
Precept + MDDC grant	221,981	221,981	241,421	
TOTAL INCOME	241,780	251,347	269,623	
DIFFERENCE	0	23,174	0	

30/11/2017



Anticipated Reserves as at 1st April 2018

£190	DCC Feasibility study money
£2,351	Elections
£130	Wildlife Area (Peoples Park)
£0	Crediton Town Plates
£1,000	Street Furniture & Small Works
£6,210	Economic Development
£1,268	P3 Parish Paths
£2,344	Floral Crediton
£500	Town Clock
£960	Upper Deck
£2,200	Premises
£2,000	CCTV
£280	Boniface Statue
£2,894	War Memorial (General)
£173	Band Stand
£1,000	Mayors Chain
£1,387	Allotments
£545	Defibrillator Project
£4,650	Neighbourhood Planning
£4,031	Christmas Lights Renewals/Repairs
£25,000	Localism Projects
£72	Incredible Edible Town Square Garden
£7,980	General Legal & Professional Fees
£0	Stonypark Legal/Professional Fees
£40,000	MDDC Building
£860	Allotment Access Project
£1,000	DAAT Lighting Column
£0	Storage Container
£1,000	IT Equipment/Support
£15,000	Staffing
£6,732	
<hr/>	
£131,756	Total Earmarked Reserves approx
<hr/>	
£75,000	General Revenue Reserve
£26,546.00	General Fund

Precept Calculation

	2017-2018	2018-2019
Total Precept	£221,981.06	£241,421.00
Share of DCLG Grant	* £5,407.06	* £1,956.00
Net Precept to be raised by Council Tax	** £216,574.00	** £239,465.00
Number of D equivalent Properties at 98% collection	2604.47	2585.03
Band D Parish Charge	*** £83.15	*** £92.64

*Share of DCLG Grant is based on the number of properties in each town/parish receiving Local Council Tax Support as at 11th November 2014

***Net Precept divided by number of Band D Equivalent Properties

Per annum increase	£9.49
Per month increase	£0.79
Per week increase	£0.18
Per day increase	£0.03
	11%