



# CREDITON TOWN COUNCIL

8 North Street

Credition

Devon

EX17 2BT

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To All Credition Town Councillors

You are hereby summoned to attend a **Meeting of Credition Town Council**, which will be held on **Tuesday 16 May 2023 at 19.00, at Old Landscore School, Greenway, Credition.**

This meeting may be livestreamed via Facebook in order to allow Members of the Public to watch the meeting.

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

**Rachel Avery PSLCC**  
**Town Clerk**

10 May 2023

Please note that:

- Members of the Press & Public are invited to attend under the Public Bodies (Admission to Meetings) Act 1960. Members of the public will be given the opportunity to address councillors in attendance as part of the agenda
- Under the Openness of Local Government Bodies Regulations 2014, any members of the public or press are allowed to take photographs, film and audio record the proceedings and report on all public sections of the meeting
- Under the Local Government Act (LGA) 1972 Sch 12 10(2)(b), Credition Town Council is unable to make any decision on matters not listed within the agenda
- Credition Town Council will always attempt to record and livestream meetings to Credition Town Council's social media platforms.

## AGENDA

1. **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)
2. **Election of Chair/Mayor for 2023/24:**
  - **Retiring Chair/Mayor will make a short speech**
  - **To seek nominations and elect the Chair/Mayor for the ensuing year**
  - **New Chair/Mayor to sign the Declaration of Acceptance of Office**
3. **Election of Deputy Chair/Deputy Mayor for 2023/24:**
  - **Chair/Mayor will seek nominations and elect the Deputy Chair/Deputy Mayor for the ensuing year**
  - **New Deputy Chair/Deputy Mayor to sign the Declaration of Acceptance of Office**
4. **Apologies:**
  - **To receive and accept Town Councillor apologies** (apologies should be made to the Town Clerk)
5. **Declarations of Interest and Requests for Dispensations:**
  - **To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda**
  - **To consider any dispensation requests** (requests should be made to the Town Clerk prior to the meeting)
6. **Order of Business:**
  - **At the discretion of the Chair, to adjust, as necessary, the order of agenda items to accommodate visiting members, officers or members of the public**
7. **Chair's and Clerk's Announcements:**
  - **To receive any announcements which the Chair and Town Clerk may wish to make** (for information only)
8. **Town Council Minutes:**
  - **To approve and sign the minutes of the meeting held on Tuesday 02 March 2023, as a correct record** (minutes will be issued with the agenda)
9. **Town Council Committees and Sub-Committees:**
  - **To review and adopt the Committee Terms of Reference** (document will be issued with the agenda)
  - **To consider and approve nominations for the following committees:**
    - Planning and Town Strategy (8 members)**
    - Council Affairs and Finance (8 members)**
    - Climate Emergency Committee (6 members)**
    - Emergency Committee (4 members)**

- **To consider and approve the nominations for the following sub-committees:**  
**Christmas in Crediton (4 members)**  
**Grants (5 members)**  
**Parish Paths (4 members)**
- 10. Representatives on Outside Bodies:**
- **To consider and approve nominations for the following representatives on Outside Bodies:**  
**Hayward’s Educational Foundation (1 member)**  
**Crediton United Charities (2 members)**  
**Devon Association of Local Councils (& Larger Councils Sub Committee) (1 member)**  
**Crediton Twinning Association (2 members)**  
**Boniface Link Association (1 member)**  
**Mid Devon Community Safety Partnership (1 member)**  
**Friends of Crediton Station (2 members)**  
**Sustainable Crediton (1 member)**  
**AQMA Steering Group (1 member)**  
**Boniface Trail Association (1 member)**  
**Crediton Chamber of Commerce (1 member)**  
**Okehampton Rail Forum (1 member)**  
**League of Friends of Crediton Hospital (1 member)**  
**Age Concern Trustee (1 member)**
- 11. Standing Orders:**
- **To review and adopt the Standing Orders** (document will be issued with the agenda)
- 12. Financial Regulations:**
- **To review and adopt the Financial Regulations** (document will be issued with the agenda)
- 13. Risk Register:**
- **To review and approve the Risk Register** (document will be issued with the agenda)
- 14. Insurance 2023/24:**
- **To review and approve the council’s insurance requirements**
  - **To review the quotations received and approve a provider** (document will be issued with the agenda)
- 15. Asset Register:**
- **To review and approve the asset register** (document will be issued with the agenda)

**16. 2022/23 Accounts:**

- **To receive and note the contents and recommendations within the internal audit report from the Council's Internal Auditor for the financial year 2022/23** (report will be issued with the agenda)
- **To receive and approve the Council's accounts for the financial year 2022/23** (document will be issued with the agenda)
- **To consider, approve and sign the Annual Governance Statement 2022/23 (Section One of the Annual Return 2022/23)** (Copy of the annual return will be issued with the agenda)
- **To consider, approve and sign the Annual Accounting Statements 2022/23 (Section Two of the Annual Return 2022/23)** (Copy of the annual return will be issued with the agenda)

**17. General Power of Competence:**

- **To resolve that Crediton Town Council confirms that, in accordance with the Localism Act 2011, it hereby considers itself an 'eligible council' to exercise the General Power of Competence having met the following criteria:**
  - **At the time of this resolution two thirds of the members of the Council have stood for election**
  - **The Town Clerk holds the Certificate in Local Council Administration (CiLCA), which includes Section 7 of CiLCA 2012**

**18. Councillor Training:**

- **To note that new and returning member training has been arranged for Thursday 21 September 2023 (full day course)**

**19. Allocated S106 funds:**

- **To note and discuss the email from Mid Devon District Council regarding the use of allocated funds to resurface the older children's park and zip wire** (copy of email to be issued with the agenda)

**20. Date of next meeting :**

- **To note that the date of the next meeting will be Tuesday 18 July 2023 at 19.00**