



## Minutes of the meeting of Credition Town Council held on Tuesday, 19<sup>th</sup> January 2021 at 7.00 pm via Zoom

**Present:** Cllrs Mr F Letch, Miss J Harris, Mr S Huxtable, Mr J Cairney, Mr J Ross, Mr P Vincent, Mr G Cochran, Mr M Szabo, Mrs L Brookes-Hocking, Mrs H Zorlu, Mr J Downes (part meeting)

**In Attendance:** Mrs R Avery, Town Clerk  
Mrs E Anderson, Assistant Clerk  
Mrs L Blake, Projects Officer (part meeting)  
Mid Devon District Councillor Mr A Wyer  
Devon County Councillor Mr N Way (part meeting)

**2101/140 To receive and accept apologies.**

The meeting was opened at 7.00 pm. There were no apologies. The Town Clerk advised that Cllr Martin may be late joining as she is volunteering at the vaccination centre.

**2101/141 Declarations of Interest.**

Cllrs Letch and Cairney declared that as members of more than one authority, 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 Vincent declared a Disclosable Pecuniary Interest in agenda item 23 relating to Old Landscore School.

**2101/142 To note the Virtual Meeting Policy**

The policy was noted.

**2101/143 Public Question Time**

There were no members of the public present.

**2101/144 Order of business**

There were no changes to the order of business.

**2101/145 Chairman's and Clerk's Announcements**

The Town Clerk advised that 2021-22 grant applications had been considered by the Grants Sub-Committee and Town Strategy Committee and approved in principle. Further information was awaited from Citizens Advice and it was recommended that an extraordinary meeting be held in February to consider this. The Town Clerk also suggested arranging a meeting with Citizens Advice to get a better understanding of the services they are currently providing in Credition.

The Chairman advised members that, along with Cllr Huxtable and Cllr Martin, he had attended the vaccination centre on Saturday as a volunteer marshal. With the additional help of his wife and the Council's Projects Officer, the Town Council had managed to cover four of the marshalling slots. Cllrs Letch, Martin and Huxtable had also assisted today and would be again on Friday.

*Cllr Downes joined the meeting at 7.07 pm and declared that as a member of more than one authority, any views or opinions expressed at this meeting would be provisional and would not prejudice any views expressed at a meeting of another authority.*

**2101/146 Town Council Minutes**

It was **resolved** to approve and sign the minutes of the Crediton Town Council Meetings held on Tuesday 8<sup>th</sup> December 2020 as a correct record. (Proposed by Cllr Letch).

**2101/147 Police report**

It was **resolved** to note the police report. (Proposed by Cllr Letch).

The Town Clerk advised that PC Armitage had been invited to join an informal discussion with the Clerk and a few Councillors. It was requested that Councillors contact the Town Clerk if they wish to attend.

**2101/148 To adopt the minutes of the following meetings:**

- **Assets & Amenities Committee held on 10<sup>th</sup> November 2020**

It was **resolved** to adopt the minutes of the Assets & Amenities Committee meeting held on 10<sup>th</sup> November 2020. (Proposed by Cllr Harris).

- **Town Strategy Committee held on 1<sup>st</sup> December 2020**

It was **resolved** to adopt the minutes of the Town Strategy Committee meeting held on 1<sup>st</sup> December 2020. (Proposed by Cllr Brookes-Hocking).

**2101/149 Due for Payment and Receipts - To examine and agree the accounts due for payment, receipts, and bank transfers for the period 10<sup>th</sup> December 2020 – 20<sup>th</sup> January 2021 inclusive and to receive the bank reconciliation.**

The schedule of payments and receipts had been issued prior to the meeting. The schedule of payments and receipts had been issued prior to the meeting. It was **resolved** to approve the payments totalling £30,009.77, receipts totalling £1,091.14, and to accept the bank reconciliation. (Proposed by Cllr Letch).

*Apologies were received and accepted from Cllr Martin at 7.15 pm*

**2101/150 Budget 2021/22:**

- **To consider and agree/amend Crediton Town Council's budgets for the financial year 2021/22.**

A copy of the budget had been issued prior to the meeting.

It was **resolved** to consider allocating an Ear Marked Reserve of £10,000 for Newcombes Meadow Toilet Block in the 2022/23 budget process. (Proposed by Cllr Szabo)

It was **resolved** to agree Crediton Town Council's budgets for the financial year 2021/22. (Proposed by Cllr Letch)

- **To consider and agree/amend Crediton Town Council's level of reserves for the financial year 2021/22**

It was **resolved** to agree Crediton Town Council's level of reserves for the financial year 2021/22. (Proposed by Cllr Letch)

- **To consider and agree Crediton Town Council's precept for the financial year 2021/22.**

The Town Clerk provided a presentation on the Council's precept for the financial year 2021/22. Councillors thanked the Town Clerk for providing clear budget documents that were easy to understand.

Members discussed the precept in detail as well as information from District Councillors expecting discontinuation of certain services from higher level authorities.

It was **resolved** that the precept be set at £325,197.32 for the financial year 2021/22.

**2101/151 To receive an update regarding The Bungalow, 8 North Street, Crediton.**

The Town Clerk confirmed the planning application for change of use from residential to office space had been submitted to Mid Devon District Council. If a decision is received before the February Extraordinary meeting, it would be included on the agenda for discussion.

*County Councillor Nick Way joined the meeting at 7.48 pm*

**2101/152 To consider and approve a contractor, to implement the new CCTV system.**

A copy of the CCTV report had been issued prior to the meeting. It was **resolved** to proceed with ASAP Security's proposal to install a new CCTV system in Crediton at a cost of £24,763 + VAT. (Proposed by Cllr Cochran)

**2101/153 To consider and agree the initial investigation of CCTV on the Industrial Estate, and to undertake initial consultation with business owners.**

It was **resolved** for Cllr Ross to investigate how best to contact the business owners on the Industrial Estate to get their feedback. (Proposed by Cllr Letch). Cllrs Letch and Ross will contact Mid Devon District Council to see if they can provide any assistance.

*Cllr Harris left the meeting at 8.00 pm and re-joined at 8.03 pm due to connection issues.*

**2101/154 Climate Change and Sustainability Sub-Committee:**

- **To receive a report on the two informal meetings held regarding current membership of the sub-committee**

The Town Clerk provided members with a summary of the discussions had at the meetings held in December and January. It had been agreed that the sub-committee membership and terms of reference needed updating.

- **To consider and agree/amend the proposed Terms of Reference**

The Town Clerk read the Terms of Reference aloud. It was **resolved** to agree the proposed Terms of Reference. (Proposed by Cllr Letch, Cllr Ross voted against)

- **To consider and agree how this information will be circulated to the existing members of the Sub-Committee**

As the previous Clerk to the sub-committee, Mr Andi Wyer would assist the Town Clerk in contacting the existing members.

**2101/155 Town Square Tables:**

*Cllr Brookes-Hocking declared a personal interest.*

- **To consider purchasing the tables from the Town Team, and to administer their use.**

It was **resolved** to consider taking over the tables and undertake negotiations with the Town Team in relation to the purchase amount. (Proposed by Cllr Brookes-Hocking, Cllrs Letch and Downes abstained)

- **To note the removal of the tables as a matter of emergency**

It was **resolved** to note the removal of the tables. (Proposed by Cllr Letch)

**2101/156 To note and discuss the recent Section 106 reports provided by Mid Devon District Council.**

The Town Clerk advised that Mid Devon District Council (MDDC) are now publishing S106 reports and suggested that the Town Council might like to consider how some of the funds could be spent. The Town Clerk will be meeting with two officers from MDDC to discuss projects that MDDC may support.

Cllr Brookes-Hocking suggested looking at age-appropriate equipment in the park, especially as detached youth work is increasing in the town. It was **agreed** to contact the local youth workers for their thoughts.

**2101/157 To consider arrangements for the 2021 Annual Town Meeting.**

It was **resolved** to postpone the 2021 Annual Town Meeting until a time that the Town Clerk deemed it feasible to be held in person. (Proposed by Cllr Letch).

**2101/158 Councillor Reports**

Cllr Ross:

- The Chamber of Commerce has restarted its delivery hub project, delivering produce from local businesses to vulnerable people during lockdown.
- As the end of the financial year approaches, the League of Friends are looking forward to making healthy donations next year towards health & well-being projects in the area.
- Sustainable Crediton it still 'locked down'. The Pollinator Project is still active but slow due the current lockdown.

Cllr Szabo:

- South West in Bloom have awarded a certificate congratulating Crediton for continuing to excel during Covid-19.

District Councillor Wyer:

- Will be stepping back from District Councillor duties in Feb and March whilst undergoing treatment. Cllr Letch will be covering the ward.

County Councillor Way:

- The deadline for consultation on the recent traffic orders is 9<sup>th</sup> February.
- The current lockdown has created some workforce constraints but the work at Fordton is going ahead and on schedule to be completed as planned.
- There are still some funds remaining in the Locality Fund which will be closing at the end of March. A recommendation has been put forward to support Crediton's CCTV

project.

Cllr Letch:

- Twinning group in Avranches is locked down due to Covid-19 so there are no planned exchanges this year.
- Received a wonderful letter from Dokkum which included an invitation to Peter Grimes live in Dokkum in September.

**2101/159 To note Council Correspondence and Matters to Note.** A list had been issued with agenda.

It was **resolved** to note the correspondence and matters to note. (Proposed by Cllr Letch). Cllr Brookes-Hocking drew councillors' attention to the report provided by Crediton Foodbank.

**2101/160 To note the date of the next meeting – Tuesday 16<sup>th</sup> March 2021 at 7.00 pm.**

The date of the next meeting was noted.

## PART TWO

**2101/161 It is recommended 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.**

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 Vincent left the meeting*

**2101/162 To consider the report regarding Old Landscore School, and to agree any recommendations therein.**

A copy of the OLS report had been issued prior to the meeting.

Consideration was given to the documents provided to councillors prior to the meeting.

It was **resolved** to approve a tentative decision to purchase Old Landscore School for community use, with the Town Clerk obtaining a full survey of the building. (Proposed by Cllr Brookes-Hocking, Cllr Harris voted against.)

It was **resolved** for the Town Clerk to proceed with ordering a full survey, with the cost of the survey to be confirmed. (Proposed by Cllr Letch)

The meeting closed at 9.28 pm.

Signed .....

Dated.....