



# Crediton Town Council

8a North Street

Crediton

Devon

EX17 2BT

Telephone: 01363 773717

Email: [townclerk@crediton.gov.uk](mailto:townclerk@crediton.gov.uk)

**To All Crediton Town Councillors,**

You are hereby summoned to attend a **Meeting of Crediton Town Council**, which will be held on **Tuesday, 8<sup>th</sup> December 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/91078399392?pwd=RElqK25VL21Qc3daZW1aK1hHOGJWdz09>

Meeting ID: 910 7839 9392

Passcode: 019522

One tap mobile

+443300885830,,91078399392#,,,,,0#,,019522# United Kingdom

+441314601196,,91078399392#,,,,,0#,,019522# 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

Find your local number: <https://zoom.us/u/aFk8PsmjG>

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**

3<sup>rd</sup> December 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, 17<sup>th</sup> November 2020 and Thursday 26<sup>th</sup> November 2020, as a correct record.
8. **To receive the Police report.**
9. **To adopt the minutes of the following meetings:**
  - **Town Strategy Committee held on 3<sup>rd</sup> November 2020**
  - **Christmas in Crediton Sub-Committee held on 10<sup>th</sup> November 2020**
10. **Due for Payment and Receipts** - To examine and agree the accounts due for payment, receipts, and bank transfers for the period 19<sup>th</sup> November 2020 – 9<sup>th</sup> December 2020 inclusive and to receive the bank reconciliation. (The schedule of payments and receipts will be issued prior to the meeting.)
11. **To discuss Crediton Town Council's budgets prepared by the Council's Responsible Financial Officer for the financial year 2021-2022. (Copies of the draft budget will be issued with the agenda, with the setting of the precept taking place during the January 2021 meeting).**
12. **To agree the Town Council's calendar of meetings for 2021. (A copy of the calendar will be issued prior to the meeting.)**
13. **To discuss Committee membership for the remainder of the municipal year and 2021/22.**
14. **Town Square:**
  - **To note the reinstatement of the tables and arrangements for their use.**
15. **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.

16. **To note Council Correspondence and Matters to Note.** (List to be issued with agenda).
17. **To note the date of the next meeting – Tuesday 19<sup>th</sup> January 2021 at 7.00 pm.**

Future dated One Time transactions pending to be

Account summary



Balance terms and definitions

CURRENT

SAVINGS

LOANS

CONSOLIDATED

Your balance as of 08/12/2020 at 13:00:00

Account number

Account type

Account balance

0892996580921700

CURRENT A/C

£ 208,183.52

Actions

Contact us Accessibility Online banking terms and conditions

The Co-operative Bank is covered by the FSCS.

The Co-operative Bank, Platform,smile and Britannia are trading names of The Co-operative Bank p.l.c.P.O. Box 101, 1 Balloon Street, Manchester M60 4EP,Registeres in England and Wales No. 990937.

The Co-operative Bank p.l.c. is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (No.

**Crediton Town Council**  
**PAYMENTS LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
323 Staff Salaries	20/11/2020		Co-operative current a	bacs	Salaries - November	Mrs Rachel Avery	E	1,964.40	0.00	1,964.40
324 Staff Salaries	20/11/2020		Co-operative current a	bacs	Salaries - November	Mrs Emma Anderson	E	1,234.58	0.00	1,234.58
325 Staff Salaries	20/11/2020		Co-operative current a	bacs	Salaries - November	Mrs Emily Armitage	E	878.22	0.00	878.22
326 Staff Salaries	20/11/2020		Co-operative current a	bacs	Salaries - November	Mrs Lisa Blake	E	748.47	0.00	748.47
327 Staff Salaries	20/11/2020		Co-operative current a	bacs	Salaries - November	Miss Leanne England	E	125.56	0.00	125.56
328 PAYE/National Insurance	20/11/2020		Co-operative current a	bacs	PAYE/National Insurance	HMRC	E	1,357.22	0.00	1,357.22
329 Pension Contributions	20/11/2020		Co-operative current a	bacs	Pension Contributions	Peninsula Pensions	E	1,612.34	0.00	1,612.34
330 Christmas in Cred - New Infr	23/11/2020		Co-operative current a	bacs	Christmas in Crediton - tree br	Conibear Bros	S	192.00	38.40	230.40
331 Council Office Building Fund	04/12/2020		Co-operative current a	bacs	Bungalow Holding Deposit	Mr Chris Pugsley	E	900.00	0.00	900.00
332 Garage/Storage Rental	04/12/2020		Co-operative current a	bacs	Garage rental	Mrs B O Fletcher	E	910.00	0.00	910.00
333 Bandstand Electricity	25/11/2020		Co-operative current a	DIRECT DEBIT	Bandstand Electricity	Octopus Energy	L	41.44	2.07	43.51
334 Postage	30/11/2020		Co-operative current a	card payment	Postage - Avranche/Dokkum/F	Post Office Ltd	E	5.10	0.00	5.10
335 Postage	09/12/2020		Co-operative current a	bacs	Postage - Stamps	Viking	E	65.00	0.00	65.00
336 Office Supplies	09/12/2020		Co-operative current a	bacs	Office Supplies - Various	Viking	S	34.36	6.87	41.23
337 Christmas in Cred - Repeat C	09/12/2020		Co-operative current a	BACS	Christmas Tree delivery	Dowrich Farms Limited	S	166.67	33.33	200.00
338 Photocopier/Printing Charges	09/12/2020		Co-operative current a	bacs	Christmas Card Printing	Hedgerow Printing Ltd	S	68.00	13.60	81.60
339 Christmas in Cred - Repeat C	09/12/2020		Co-operative current a	bacs	Christmas in Crediton - installa	Lamps & Tubes Illuminations	S	1,875.00	375.00	2,250.00
340 Christmas in Cred - New Infr	09/12/2020		Co-operative current a	bacs	Christmas in Crediton - Lightin	Lamps & Tubes Illuminations	S	86.88	17.38	104.26
341 Security Waste	09/12/2020		Co-operative current a	bacs	Security Waste Collection	JB Confidential	S	10.50	2.10	12.60
342 People's Park - Grass Cutting	09/12/2020		Co-operative current a	bacs	Peoples Park - Grass Cutting	Hooper Services	S	190.00	38.00	228.00
343 People's Park Maintenance	09/12/2020		Co-operative current a	bacs	Peoples Park - Step clearance	Hooper Services	S	15.00	3.00	18.00
344 Peoples Park - Scout Memori	09/12/2020		Co-operative current a	bacs	Handrail Repairs - Scout Memc	EAG Sherwood	E	20.00	0.00	20.00
345 People's Park Maintenance	09/12/2020		Co-operative current a	bacs	Repairs to Cob Wall	Mr S P M Francis	E	98.08	0.00	98.08
346 Website	09/12/2020		Co-operative current a	bacs	Website domain name renewa	Project Cosmic	S	80.00	16.00	96.00
347 Christmas in Cred - Repeat C	09/12/2020		Co-operative current a	bacs	Cherry Picker for Christmnas T	Roger Pennington	S	170.00	34.00	204.00
348 Youth Provision	09/12/2020		Co-operative current a	bacs	Youth Worker - Methodist Chu	Crediton Methodist Church	E	13,500.00	0.00	13,500.00
349 Christmas in Cred - Repeat C	09/12/2020		Co-operative current a	bacs	Cherry Picker Insurance	Zurich Municipal	E	109.29	0.00	109.29
350 IT Support	09/12/2020		Co-operative current a	bacs	IT Support	Project Cosmic	S	30.00	6.00	36.00
351 Postage	24/11/2020		Petty Cash	petty cash	Postage - Recorded Delivery	Post Office Ltd	E	2.18	0.00	2.18
352 Parking Permit	07/12/2020		Co-operative current a	card payment	Parking Permit - Market Street	Mid Devon District Council	E	425.00	0.00	425.00
353 Councillor/Clerk Expenses	09/12/2020		Co-operative current a	bacs	Staff expenses	Mrs Rachel Avery	E	14.71	0.00	14.71
354 Subscriptions	09/12/2020		Co-operative current a	bacs	DCT - Membership Renewal	Devon Communities Togethe	E	50.00	0.00	50.00
355 Other	09/12/2020		Co-operative current a	bacs	Local Council Literature	SLCC Enterprises Ltd	S	123.00	0.80	123.80
356 Bandstand Cleaning	09/12/2020		Co-operative current a	bacs	Bandstand Cleaning	Darren Cann	E	45.00	0.00	45.00
357 Christmas in Cred - Commu	09/12/2020		Co-operative current a	bacs	Christmas in Crediton - Entert	Crediton Arts Centre	E	150.00	0.00	150.00

**Crediton Town Council**  
**PAYMENTS LIST**

<b>Voucher Code</b>	<b>Date</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheque No</b>	<b>Description</b>	<b>Supplier</b>	<b>VAT Type</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
							<b>Total</b>	<b>27,298.00</b>	<b>586.55</b>	<b>27,884.55</b>

**Crediton Town Council**  
**RECEIPTS LIST**

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
269	18/11/2020		Co-operative current a	bacs	Exhibition Road - Allotment Re	Mrs K Rooke	E	21.12	0.00	21.12
270	18/11/2020		Co-operative current a	bacs	Boniface Allot Ass - Membersh	Mrs K Rooke	E	2.55	0.00	2.55
271	19/11/2020		Co-operative current a	bacs	Barnfield Allotment Rent	Mrs K Reynolds	E	24.00	0.00	24.00
272	19/11/2020		Co-operative current a	bacs	Boniface Allot Ass - Membersh	Mrs K Reynolds	E	3.25	0.00	3.25
273	19/11/2020		Co-operative current a	bacs	Barnfield Allotment Rent	Mr K Cocks	E	23.52	0.00	23.52
274	19/11/2020		Co-operative current a	bacs	Boniface Allot Ass - Membersh	Mr K Cocks	E	3.19	0.00	3.19
275	23/11/2020		Co-operative current a	bacs	Exhibition Road - Allotment Re	Mr R Betts	E	19.92	0.00	19.92
276	23/11/2020		Co-operative current a	bacs	Boniface Allot Ass - Membersh	Mr R Betts	E	2.49	0.00	2.49
277	07/12/2020		Co-operative current a	bacs	Exhibition Road - Allotment Re	Mr J Toomey	E	34.80	0.00	34.80
278	07/12/2020		Co-operative current a	bacs	Boniface Allot Ass - Membersh	Mr J Toomey	E	4.21	0.00	4.21
279	08/12/2020		Co-operative current a	bacs	Grass Verge Cutting	Devon County Council	E	387.00	0.00	387.00
<b>Total</b>								<b>526.05</b>	<b>0.00</b>	<b>526.05</b>

## Crediton Town Council

Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

*Name and Role (RFO/Chair of Finance etc)*

	<b>Bank Reconciliation at 09/12/2020</b>		
	Cash in Hand 01/04/2020		362,639.43
	<b>ADD</b> Receipts 01/04/2020 - 09/12/2020		289,213.75
	<b>SUBTRACT</b> Payments 01/04/2020 - 09/12/2020		651,853.18
			178,094.26
<b>A</b>	<b>Cash in Hand 09/12/2020</b> (per Cash Book)		<b>473,758.92</b>
	Cash in hand per Bank Statements		
	Cash 21/04/2020	0.00	
	United Trust Bank a/c 10026692 31/10/2020	87,066.68	
	Hampshire Trust Bank a/c 1025442 20/04/2020	48,714.81	
	Nationwide a/c 90097276 01/04/2020	61,213.59	
	Co-operative current a/c 65809217 07/12/2020	208,183.52	
	Cambridge & Counties 01/04/2020	86,123.05	
	Petty Cash 04/12/2020	4.01	
			<b>491,305.66</b>
	Less unrepresented payments		17,933.74
			473,371.92
	Plus unrepresented receipts		387.00
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>473,758.92</b>
	<b>A = B Checks out OK</b>		



**Year To Date Budget 2020-2021**

<b>EXPENDITURE</b>	<b>Budget</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>%Budget</b>	<b>Remaining</b>	<b>Total Spend</b>
Administration	10,340	742.90	542.85	263.00	203.44	1,361.58	168.19	1,332.53	730.34	360.23				55.2	4,634.94	5,705.06
Council & Councillors	14,000	961.59		400.00			744.00	1,333.20	42.70	585.71				29.1	9,932.80	4,067.20
Property & Parks	58,398	3,947.12	1,459.26	1,651.35	2,094.15	3,419.59	8,674.98	2,208.62	2,852.24	1,319.08				47.3	30,771.61	27,626.39
Insurance	2,500			1,742.76										69.7	757.24	1,742.76
Election Costs	0															
Parish Paths (P3)	1,000													-	1,000.00	-
Grants	25,000	24,250.00			4,542.00	1,500.00			2,776.00					132.3	-8,068.00	33,068.00
Amenities	24,700	70.00		71.88	2,401.20	2,561.65		1,328.40	1,450.16	3,017.55				44.1	13,799.16	10,900.84
Localism Projects	18,100		907.20	907.20	907.20		1,814.40		907.20	13,500.00				104.7	-843.20	18,943.20
<b>Sub Total</b>	<b>154,038</b>	<b>29,972</b>	<b>2,909</b>	<b>5,036</b>	<b>10,148</b>	<b>8,843</b>	<b>11,402</b>	<b>6,203</b>	<b>8,759</b>	<b>18,783</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>66.3</b>	<b>51,984.55</b>	<b>102,053.45</b>

<b>Salaries/PAYE/NI</b>	<b>Budget</b>													<b>%Budget</b>	<b>Balance</b>	<b>Total Spend</b>
Salaries		5,037.14	6,295.46	4,813.07	4,850.67	4,840.27	5,742.29	5,006.99	4,951.23						-41,537.12	41,537.12
PAYE/NI		1,212.54	2,048.31	1,417.56	1,379.96	1,390.36	1,210.08	1,371.22	1,357.22						-11,387.25	11,387.25
Pension Payments		1,585.68	2,098.99	1,585.30	1,585.30	1,585.30	1,707.85	1,612.34	1,612.34						-13,373.10	13,373.10
<b>Sub Total</b>	<b>99,627</b>	<b>7,835.36</b>	<b>10,442.76</b>	<b>7,815.93</b>	<b>7,815.93</b>	<b>7,815.93</b>	<b>8,660.22</b>	<b>7,990.55</b>	<b>7,920.79</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>66.5</b>	<b>33,329.53</b>	<b>66,297.47</b>
<b>Budget Spend</b>	<b>253,665.00</b>	<b>37,806.97</b>	<b>13,352.07</b>	<b>12,852.12</b>	<b>17,963.92</b>	<b>16,658.75</b>	<b>20,061.79</b>	<b>14,193.30</b>	<b>16,679.43</b>	<b>18,782.57</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>66.4</b>	<b>85,314.08</b>	<b>168,350.92</b>

<b>Ear Marked Reserves/Project Funds</b>																
Staffing	15,000	1,470.00					2,790.00								10,740.00	4,260.00
Boniface Statue Clean					456.00											
F19 Repairs							298.80									
General Fund	100,925				1,152.00											
Christmas Lights - renewals & repairs									179.61							
IT Equipment/Support									1,656.94							
OLS - Feasibility Study									800.00							
Grit Bin Project									239.99							
Council Office Building Fund										900.00						
<b>Sub Total</b>	<b>115,925</b>	<b>1,470.00</b>	<b>-</b>	<b>-</b>	<b>1,608.00</b>	<b>-</b>	<b>3,088.80</b>	<b>-</b>	<b>2,676.54</b>	<b>900.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8.4</b>	<b>106,181.66</b>	<b>9,743.34</b>
<b>Total Spend inc reserves</b>	<b>369,590.00</b>	<b>39,276.97</b>	<b>13,352.07</b>	<b>12,852.12</b>	<b>19,571.92</b>	<b>16,658.75</b>	<b>23,150.59</b>	<b>14,193.30</b>	<b>19,355.97</b>	<b>19,682.57</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>66.4</b>	<b>191,495.74</b>	<b>178,094.26</b>

<b>INCOME</b>	<b>Budget</b>													<b>%Budget</b>	<b>Balance</b>	<b>Total Income</b>
Administration	2,500	430.86						1,220.20						66.0	848.94	1,651.06
Council & Councillors	0													#DIV/0!	0.00	-
Property & Parks	4,528	42.00		38.59	5.83		651.54	3,091.44	536.64	39.01				97.3	122.95	4,405.05
Insurance	0													#DIV/0!	0.00	-
Parish Paths (P3)	0													#DIV/0!	0.00	-
Grants	0				5,000.00		10,000.00							#DIV/0!	-15,000.00	15,000.00
Amenities	3,200													-	3,200.00	-
VAT Repayment	15,000			3,101.27				2,171.89						35.2	9,726.84	5,273.16
Sponsorship	0													#DIV/0!	0.00	-
Precept	261,918	130,959.24						130,959.24						100.0	-0.48	261,918.48
Earmarked Reserves	0		199.00		380.00									#DIV/0!	-579.00	579.00
Localism Projects	376									387.00						
Salaries	0															
General fund																
<b>Sub Total</b>	<b>287,522</b>	<b>131,432.10</b>	<b>199.00</b>	<b>3,139.86</b>	<b>5,385.83</b>	<b>-</b>	<b>10,651.54</b>	<b>137,442.77</b>	<b>536.64</b>	<b>426.01</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100.6</b>	<b>-1,691.75</b>	<b>289,213.75</b>

<b>Total Income</b>	<b>£287,522</b>	<b>£131,432.10</b>	<b>£199.00</b>	<b>£3,139.86</b>	<b>£5,385.83</b>	<b>£0.00</b>	<b>£10,651.54</b>	<b>£137,442.77</b>	<b>£536.64</b>	<b>£426.01</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>100.6</b>	<b>-£1,691.75</b>	<b>£289,213.75</b>
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## 2021/22 Calendar of Meetings May - April

May 1						
M	T	W	Th	F	Sa	Su
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2						
M	T	W	Th	F	Sa	Su
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 3						
M	T	W	Th	F	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 4						
M	T	W	Th	F	Sa	Su

September 5						
M	T	W	Th	F	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 6						
M	T	W	Th	F	Sa	Su
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 7						
M	T	W	Th	F	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 8						
M	T	W	Th	F	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 9						
M	T	W	Th	F	Sa	Su
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 10						
M	T	W	Th	F	Sa	Su
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 11						
M	T	W	Th	F	Sa	Su
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 12						
M	T	W	Th	F	Sa	Su
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- Full Council 7.00 pm
- Amenities and the Built Environment 6.00 pm
- P3 Parish Paths 2.00 pm
- Grants 2.00 pm
- Climate Change & Sustainability 7.15 pm
- Council Affairs and Finance 6.00 pm
- Planning & Town Strategy 6.00 pm
- Christmas in Crediton 2.00 pm
- Annual Meeting of the Town Council 7.00 pm
- Annual Town Meeting 7.00 pm
- Mayors Reception 7.00 pm




## 2021 Calendar of Meetings, January - April

January 1						
M	T	W	Th	F	Sa	Su
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31


February 2						
M	T	W	Th	F	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 3						
M	T	W	Th	F	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 4						
M	T	W	Th	F	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		


 Full Council 7.00 pm


 Council Affairs 6.00 pm

 Assets & Amenities 6.00 pm


 Town Strategy 6.00 pm

 P3 Parish Paths 2.00 pm

 Christmas in Crediton 2.00 pm

 Grants 2.00 pm

 Annual Town Meeting 7.00 pm

 Climate Change & Sustainability 7.15 pm

Correspondence/M2N

1. Latest COVID-19 Bulletin from DCC
2. Involve Bulletin #5
3. DALC Newsletter #70 2020
4. OPCC Cllr Advocate – November update



## Minutes of the Extraordinary Meeting of Credition Town Council held on Tuesday, 26<sup>th</sup> November 2020 at 6.00 pm via Zoom

**Present:** Cllrs Mr F Letch, Miss J Harris, Mrs Brookes-Hocking, Mr G Cochran, Mr J Downes, Mr S Huxtable, Mrs L Martin, Mr J Ross, Mr M Szabo and Mrs H Zorlu

**Apologies:** Cllr J Cairney

**Absent:** Cllr P Vincent

**In Attendance:** Mrs R Avery, Town Clerk

**2011/117 To receive and accept apologies.**

The meeting was opened at 6.00pm. It was **resolved** to accept the apologies of Cllr Cairney. (Proposed by Cllr Downes).

**2011/118 Declarations of Interest.**

Cllrs Letch and Downes 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.

**2011/119 Chairman's and Clerk's Announcements**

There were no announcements

**2011/120 To consider a request from Mid Devon District Council relating to the use of Section 106 funds for Air Quality Monitoring purposes.**

Additional information had been issued with the agenda. Consideration was given to the proposals and it was **resolved** to make the following comments (Proposed by Cllr Brookes-Hocking):

Credition Town Council (CTC) welcomes any support from Mid Devon District Council (MDDC) that will help the air quality within Credition and supports the use of S106 funds for these works.

However, the timing of the request for comments was unreasonable, giving a total of four days' rather than the statutory 28 days as detailed in MDDC's initial email to the Town Clerk on Sunday 22<sup>nd</sup> November. This lack of time did not allow for councillors to fully understand both the contents of the plan or the subsequent emails received on the same day of the Town Council's Extraordinary Meeting (commencing at 18.00) at 16.02 and 16.58 respectively.

CTC would welcome the opportunity to receive a presentation from MDDC regarding how S106 money is managed and allocated, and how CTC support and work with MDDC in the future to secure funding where it is needed most with the community.

Clarification of the work of the Core AQAP Steering Group is also required, and CTC has sent a representative to these meetings in previous years and had assumed that the group had been disbanded.

2011/121

Close

The meeting was closed at 6.31 pm.

Signed .....

Dated.....



## Minutes of the Meeting of Credition Town Council held on Tuesday, 17<sup>th</sup> November 2020 at 7.00 pm via Zoom

**Present:** Cllrs Mr F Letch, Miss J Harris, Mrs Brookes-Hocking, Mrs L Martin, Mr J Cairney, Mr J Ross, Mr P Vincent and Mrs H Zorlu.

**Apologies:** Cllrs Mr J Downes and M Szabo

**In Attendance:** Mrs R Avery, Town Clerk  
Mrs L Blake, Projects and Assets Officer  
Mr N Way, Devon County Councillor  
Mr A Wyer, Mid Devon District Councillor  
2 members of the public

**2011/087 To receive and accept apologies.**

The meeting was opened at 7.00pm. It was **resolved** to accept the apologies of Cllrs Downes and Szabo. (Proposed by Cllr Letch).

**2011/088 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 Brookes-Hocking declared a personal interest in items 18 and 24.

Cllr Vincent declared a pecuniary interest in item 27.

**2011/089 To note the Virtual Meetings Policy.**

The policy was noted.

**2011/090 Public Question Time.**

There were no questions.

**2011/091 Councillor Vacancies:**

- **To note the two vacancies in Lawrence Ward**

The vacancies were noted.

- **To consider any applications received by the Town Clerk and to resolve to co-opt new councillors. A copy of applications had been issued prior to the meeting.**

Consideration was given to the two submitted applications from Mr G Cochran and Mr S Huxtable. It was **resolved** to co-opt both candidates. (Proposed by Cllr Letch).

Cllrs Cochran and Huxtable signed their Acceptance of Office document and were advised of their responsibilities to provide their Declaration of Interest forms to the Town Clerk within 28 days' of accepting office.

**2011/092 Order of Business.**

There were no changes to the order of business.

**2011/093 Chairman's and Clerk's Announcements.**

Cllr Letch advised that the two new grit bins are due to be installed this week. He requested that councillors check grit bins in their areas, to ensure that they are ready for the winter season.

**2011/094 Town Council Minutes.**

It was **resolved** to approve and sign the minutes of the Crediton Town Council Meeting held on Tuesday, 22<sup>nd</sup> September 2020 as a correct record. (Proposed by Cllr Brookes-Hocking).

**2011/095 To receive the Police Report.**

It was **resolved** to note the police report, but that further information be requested relating to the concerning number of cases relating violence and anti-social behaviour. (Proposed by Cllr Brookes-Hocking).

**2011/096 To adopt the minutes of the following meetings:**

- **Old Landscore School Sub-Committee held on 21<sup>st</sup> July 2020**  
It was **noted** that this meeting had been cancelled.
- **Town Strategy Committee held on 1<sup>st</sup> September 2020**  
It was **resolved** to adopt the minutes of the Town Strategy Committee meeting held on 1<sup>st</sup> September 2020. (Proposed by Cllr Brookes-Hocking).
- **Christmas in Crediton Sub-Committee held on 14<sup>th</sup> September 2020**  
It was **resolved** to adopt the minutes of the Christmas in Crediton Sub-Committee meeting held on 14<sup>th</sup> September 2020. (Proposed by Cllr Brookes-Hocking).
- **Assets & Amenities Committee held on 15<sup>th</sup> September 2020**  
It was **resolved** to adopt the minutes of the Assets & Amenities Committee meeting held on 15<sup>th</sup> September 2020. (Proposed by Cllr Harris).
- **Council Affairs Committee held on 29<sup>th</sup> September 2020**  
It was **resolved** to adopt the minutes of the Council Affairs Committee meeting held on 29<sup>th</sup> September 2020. (Proposed by Cllr Harris).
- **Christmas in Crediton Sub-Committee held on 13<sup>th</sup> October 2020**  
It was **resolved** to adopt the minutes of the Christmas in Crediton Sub-Committee meeting held on 13<sup>th</sup> October 2020. (Proposed by Cllr Brookes-Hocking).
- **Town Strategy Committee held on 6<sup>th</sup> October 2020**  
It was **resolved** to adopt the minutes of the Town Strategy Committee meeting held on 6<sup>th</sup> October 2020. (Proposed by Cllr Brookes-Hocking).
- **Christmas in Crediton Sub-Committee held on 27<sup>th</sup> October 2020**  
It was **resolved** to adopt the minutes of the Christmas in Crediton Sub-Committee meeting held on 27<sup>th</sup> October 2020. (Proposed by Cllr Brookes-Hocking).

**2011/097 Due for Payment and Receipts - To examine and agree the accounts due for payment, receipts, and bank transfers for the period 24<sup>th</sup> September 2020 to 18<sup>th</sup> November 2020 inclusive and to receive the bank reconciliation.**



The schedule of payments and receipts had been issued prior to the meeting. It was **resolved** to approve the payments totalling £25,438.27, receipts totalling £138,506.75, and to accept the bank reconciliation. (Proposed by Cllr Letch).

- 2011/098 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. (Proposed by Cllr Letch).
- 2011/099 To receive a list of outstanding debts owed to Crediton Town Council.**  
Further information had been issued prior to the meeting. It was **resolved** to note the outstanding debts. It was **agreed** that the outstanding debt from June be pursued.
- 2011/100 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 with the agenda. It was **resolved** to note the report and the information contained therein. (Proposed by Cllr Letch).
- 2011/101 To receive the Committee Structure Report and to consider and approve the recommendations/s contained therein.**  
A copy of the document had been issued with the agenda. Cllr Harris thanked the Town Clerk for her work on the documents. It was **resolved** to approve the report, proposed structure, and Terms of References.
- 2011/102 To note that the risk assessment for the re-opening of Old Landscore School will be considered once the current Covid-19 lockdown period had passed.**  
It was **noted** that the risk assessment would be reconsidered after information on further restrictions have been received from central government.
- 2011/103 To consider and approve the flagpole licence. A copy of the document and associated information had been issued with the agenda.**  
It was **resolved** to approve the flagpole licence. It was noted that the Town Clerk would liaise with MDCC regarding the signing of documents.
- 2011/104 To consider and approve Crediton Town Council taking responsibility for the Boniface Heritage Trail Signs.**  
Further information had been issued with the agenda. Cllr Brookes-Hocking explained that the Town Council were currently being requested to send a letter to the PCC, stating that should the Town Team cease to exist, the Town Council would be willing to take on maintenance and insurance of the sign.  
It was noted that the maintenance of the other signs may require discussion in the future.  
It was **resolved** that the Town Clerk would write a letter to the PCC. (Proposed by Cllr Ross).
- 2011/105 To receive an update regarding Christmas in Crediton.**  
Cllr Brookes-Hocking reported on the following:  
- Christmas lights are in the process on being put up, with the Christmas trees being added to the High Street should lockdown restrictions be lifted sufficiently.

- There will be an online presence including videos, announcements of the competition winners and a live stream of the light switch on
- Empty shop windows are being decorated with the hat theme, with winning entries to be displayed when announced
- A socially distanced show in the Town Square, including the reinstatement of the picnic tables.

**2011/106 To consider and agree a new street name for plots 12-17 at Barn Park, for submission to Mid Devon District Council.**

Further information had been issued with the agenda. It was **resolved** that Barn Park View be submitted to MDDC for consideration. (Proposed by Cllr Zorlu).

**2011/107 To consider the supplying and planting of summer bedding in the town, following Mid Devon District Council's withdrawal of the service, including the associated costs and to consider a course of action.**

Further information had been issued prior to the meeting. It was **resolved** that the Town Clerk would facilitate a meeting between MDDC, Sustainable Crediton, the St Lawrence Green group and the Town Council to agree proposals for areas within the town requiring bedding, to ensure that there is a cohesive approach. (Proposed by Cllr Brookes-Hocking).

**2011/108 Town Square**

- **To resolve to investigate the continued use and maintenance of the tables**

Cllrs Brookes-Hocking and Vincent provided information on how the Town Team, supported by Rotary Club volunteers, had facilitated a safe and socially distanced place for members of the public to use within the town.

Consideration was given to the employment of a maintenance person to include the stewarding of the benches and additional work required by the Town Council, and the installation of a sanitising station.

Concerns were raised regarding the cleanliness of the square, including the increase in cigarette butts and the moving of tables to form larger spaces for groups to congregate, which were operational implications of maintaining the tables.

It was **resolved** that the Town Clerk would research the employment of a maintenance person, the purchase of a sanitising station and would discuss ideas with surrounding businesses. (Proposed by Cllr Letch).

- **To discuss and address concerns regarding alcohol consumption**

Cllr Ross had expressed concerns regarding the consumption of alcohol at previous meetings. He stated that there was a sign on the square relating to a ban on alcohol, yet there was a business servicing the tables when they were in situ. He recommended that if the tables were to become a permanent feature, a policy should be drawn up and enforced.

It was requested that as Chairman of Licensing at MDDC, Cllr Cairney investigate the licensing of the square and report back to the Town Council.

**2011/109 Councillor Reports**

Cllr Ross' report forms an appendix to the minutes.

County Cllr Way reported on the footpath at Wellparks, which he would provide details of to the Town Council by email.

District Cllr Wyer reported that MDDC have set up a working group to look at governance, which individuals can register to comment on.

**2011/110 To note Council Correspondence and Matters to Note.**

The list had been issued with the agenda, which was noted.

**2011/111 To note the date of the next meeting – Tuesday 8<sup>th</sup> December 2020 at 7.00 pm.**

The date of the next meeting was noted.

**PART TWO**

**2011/112 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).

**2011/113 To receive the Old Landscore School report and to consider the recommendation/s contained therein.**

*Cllr Vincent left the meeting.*

Consideration was given to the documents provided to councillors prior to the meeting. It was **resolved** that the Town Strategy Committee set up a task and finish group to hold discussions with councillors, officers, community groups and prospective users that could form the basis of a proposal to submit to architects. (Proposed by Cllr Brookes-Hocking).

*Cllr Vincent re-joined the meeting.*

**2011/114 To receive the Staffing Review Report and to consider the recommendation/s contained therein.**

A copy of the report and supporting documents had been issued with the agenda, which were considered as part of the discussion. It was **resolved** to accept the recommendations of the Council Affairs Committee relating to salaries and job descriptions of staff members. (Proposed by Cllr Harris).

**2011/115 To consider the rental of garage in North Street.**

It was **resolved** to approve the rental of the garage in North Street. (Proposed by Cllr Brookes-Hocking).

**2011/116 Close**

**The meeting was closed at 8.58pm.**

Signed .....

Dated.....

## Police Report (October 2020) Crediton Town

Type	Total	Percentage
Anti-social behaviour	12	29.3%
Burglary	2	4.9%
Criminal damage and arson	5	12.2%
Drugs	2	4.9%
Other theft	1	2.4%
Public order	2	4.9%
Violence and sexual offences	17	41.5%

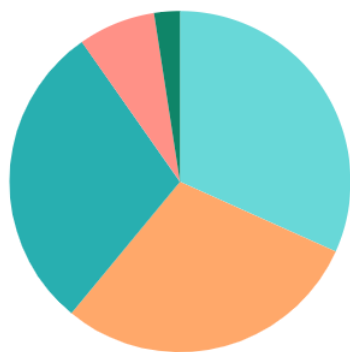
### Crimes by outcomes

for the latest month (Oct 2020)

Latest month

Last 12 months

Last 3 years



Under investigation

Unable to prosecute suspect

Local resolution

Other

Investigation complete; no suspect identified



**Christmas in Crediton Sub-Committee Minutes**  
**Tuesday, 10<sup>th</sup> November 2020 at 11.00 am held via Zoom**

**Page 14**

**Present:** Liz Brookes-Hocking, Stephanie Jones, Alan Quick, Jack Robson, Louise Martin, Paul Fallon and Lisa Blake (Special Projects Officer)

**Apologies:** Jim Cairney and Rachel Avery (Town Clerk)

**53. To receive and accept apologies**

The meeting was opened at 11.00 am. It was **resolved** to receive and accept apologies from Jim Cairney and Rachel Avery.

**54. Declarations of Interest**

There were no declarations of interest.

**55. Christmas in Crediton Sub-Committee Minutes.** It was resolved to agree and sign, as a correct record, the minutes of the meeting held on 27<sup>th</sup> October 2020. (Proposed by Cllr Brookes-Hocking).

**56. Christmas lighting**

- **To receive an update**

It was noted that the stars had been put up in the town by Rotary. The possibility of putting up the Christmas trees in the High Street would be reviewed after the end of the lockdown on 2<sup>nd</sup> December pending government guidelines allowing this, Paul will liaise with Jo with this.

The new festoon lighting for St Lawrence Green was due to be delivered 10/11/20.

It was requested that the idea of lighting the tree at the East Street/Charlotte Street junction would be considered.

**Action: Lisa to discuss the idea of lighting the tree at Charlotte Street/East Street junction with Rachel and seek the relevant permissions from MDCC if applicable.**

**57. To discuss and agree any actions regarding participation of businesses, schools and other organisations.**

It was noted that Morrisons had agreed to donate selection boxes for the individual school year/nursery winners.

Unfortunately the scouts were no longer able to take part in making artwork for the shop windows, but the Guides had said that they had enough to cover this area. The Scout Cart idea for the collection of the foodbank would again be reviewed after the current lockdown pending government guidelines.

**Action: Steph and Lisa to decorate the High Street windows with the Hat design artwork from the schools and Guides on November 18<sup>th</sup>.**

**Action: Lisa to contact Pippins, Morrisons, Congregational and the Methodist Church about youth involvement, photos for the hat video montage and the competition. Local traders also to be contacted to send a picture of them wearing a hat.**

**Action: Lisa to update the CinC Facebook page regularly regarding the competition and the video hat montage, building up to the the light switch on.**

**58. Christmas puppet show update.**

This was still planned to go ahead (dependent on current restricitions being lifted). It had been requested the town square tables were brought back onto the square. The budget for the puppet show was yet to be received but would be circulated to Rachel and Liz. Jack would like to have some musicians in the square and requested a small budget for this.

**Action: Lisa to speak to Rachel about the return of the town square benches.**

**Action: Jack to send the budget for the Puppet show to Liz and Rachel, along with the request for the music on the square.**

**59. To review the finances for the 2020 Christmas in Crediton project.**

**Action: Rachel to circulate the finances ASAP.**

**60. To agree the date of the next meeting.**

**Agreed: Tuesday 24<sup>th</sup> November 2020 at 11am.**

**61. Close**

The meeting closed at 11.41am.

Signed .....

Date:..... (Chairman



**Minutes of Credition Town Council's Town Strategy Committee held on  
Tuesday, 3<sup>rd</sup> November 2020 at 6.00 pm, via Zoom**

**Present:** Cllrs Mr J Ross (Committee Vice-Chairman), Mr F Letch, Miss J Harris, and Mr J Downes

**Apologies:** Cllrs Mrs E Brookes-Hocking and Mr J Cairney

**No Apologies:** Cllr Mrs L Martin

**In Attendance:** Mrs R Avery, Town Clerk  
Mrs L Blake, Projects Officer  
Mr N Way, Devon County Councillor  
1 member of the public

**84. To receive and accept apologies**

The meeting was opened at 6.01pm.

It was **resolved** to accept the apologise of Cllrs Brookes-Hocking and Cairney. (Proposed by Cllr Harris).

**85. Declarations of Interest**

Cllrs Downes and Letch declared that, as a member of more than one authority, any views or opinions expressed at the meeting would be provisional and would not prejudice any views expressed at a meeting of another authority.

**86. Public Question Time**

The following question had been received from a member of the public, which would be considered during agenda item 9:

- Further to the e-mail from Devon County Council to Credition Town Council dated 30th May 2019 and the comments therein from a specialist in highway and footpath matters employed by Devon County Council, please reconsider the council's position.

Devon County Council's specialist employee commented on the likelihood of whether or not enforcement is in the public interest and likely to be pursued (probably not) and whether or not the legal test for a footpath has been complied with (apparently it does seem to comply).

Will Credition Town Council now withdraw its objection to the minor alteration proposed to part of the width only of Credition footpath number 1 in the light of the comments in the e-mail dated 30th May 2019 mentioned above? If not, does the council realise that a large amount of public time and money is likely to be wasted to pursue a small chance of success and a high chance of failure? Does the council also realise that failure, which appears to be very likely, could put the council at risk of having to pay certain of the costs involved?

**87. Order of Business**

There were no changes.

**88. Chairman's and Clerk's Announcements**

There were no announcements.

**89. Town Strategy Committee Minutes – To approve and sign the minutes of the Town Strategy Committee Meeting held on Tuesday, 6<sup>th</sup> October 2020, as a correct record.**

It was **resolved** to approve and sign the minutes of the Town Strategy Committee Meeting held on Tuesday 6<sup>th</sup> October 2020 as a correct record. (Proposed by Cllr Harris).

**90. Mid Devon District Council - Planning Applications [MDDC Planning Public Access Portal](#)**

Mid Devon District Council, the determining Authority, has asked for comments from this Town Council on the following planning applications:

Reference: 20/01543/LBC

Proposal: Listed Building Consent for the installation of Air Source Heat Pump and solar array of 15 ground mounted solar panels

Location: Moor House, Crediton, Devon, EX17 5EL

Applicant: Mr & Mrs John Dupre

It was **resolved** to recommended NO OBJECTION, subject to advice from the Conservation Officer being adhered to. (Proposed by Cllr Letch).

Reference: 20/01542/FULL

Proposal: Installation of Air Source Heat Pump and solar array of 15 ground mounted solar panels

Location: Moor House, Crediton, Devon, EX17 5EL

Applicant: Mr & Mrs John Dupre

It was **resolved** to recommended NO OBJECTION, subject to advice from the Conservation Officer being adhered to. (Proposed by Cllr Letch).

Reference: 20/01517/LBC

Proposal: Listed Building Consent to replace 1 ground floor window with a door and window unit

Location: 7 The Lodge, Western Road, Crediton

Applicant: Mr Robert & Mrs Catherine Harrison

It was **resolved** to recommended NO OBJECTION, subject to advice from the Conservation Officer being adhered to. (Proposed by Cllr Letch).

**91. 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 Ross).

Reference: 20/01465/NMA

Proposal: Non Material Amendment for 18/00932/FULL to increase area of window (W4) to rear of kitchen

Location: 2 Buller Square, Downeshead Lane, Crediton

Applicant: Mr Robert Limon, Linhay Homes Ltd, 11 Linhay Park, Sandford, Crediton, EX17 4LL



Reference: 20/01232/FULL

Proposal: Change of use of first floor from residential (Class C3) to office use (Class B1a)

Location: Wistaria Dental Practice, Western Road, Crediton, Devon

Applicant: Dr M Bostock, Wistaria Dental Practice, Western Road, Crediton, Devon, EX17 3LT

Reference: 20/01408/FULL

Proposal: Change of use of part of ground floor from Class A2 use (Office) to Sui Generis (Tattoo Studio)

Location: 106 High Street, Crediton, Devon, EX17 3LF

Applicant: Mr J Cooper, Heavyweight Tattoo, 97 Bampton Street, Tiverton, EX16 6AL

Reference: 20/01259/HOUSE

Proposal: Erection of a first floor extension

Location: 35 Cromwells Meadow, Crediton, Devon, EX17 1JZ

Applicant: Mr and Mrs Phillips, 35 Cromwells Meadow, Crediton, Devon, EX17 1JZ

Reference: 19/00667/FULL

Proposal: Demolition of garage and flats; erection of 5 dwellings and formation of access and parking

Location: Treen Motors, Charlotte Street Garage, Charlotte Street, Crediton

Applicant: Mr S Treen, Treen Motors, Charlotte Street Garage, Crediton, EX17 3BG

**92. To receive the Footpath One report and to approve the recommendation/s therein.**

Further information had been issued with the agenda.

It was **resolved** that, whilst not supporting the application, Crediton Town Council would withdraw its objection to the extinguishment order on Footpath One. Crediton Town Council does not support the extinguishment of any public right of way, but fully understands the legislation relating to the public interest test. Furthermore, Crediton Town Council is committed to other community-based projects, where officer time is better spent. (Proposed by Cllr Harris, 3 in favour, 1 abstention).

**93. To receive an update on the Town CCTV project and consider and agree any actions arising.**

Further information had been issued with the agenda.

The Assistant Clerk continues to obtain updated quotes. Some High Street shops have agreed to financially support the project.

**94. To consider the continued use of the picnic tables on the Town Square, with a view to providing recommendations for consideration by Full Council.**

Further information had been issued with the agenda.

Whilst concerns were raised surrounding the use of the tables by establishments on the periphery of the Town Square for the consumption of alcohol, Cllr Downes requested that Crediton Town Council investigate the ongoing support and a formalised practice to ensure that the tables are a permanent asset.

It was **resolved** that Full Council be recommended to investigate the continued use and maintenance of the tables, and to discuss and address concerns regarding alcohol consumption on the Town Square. (Proposed by Cllr Letch).

**95. To receive an update on DCC's response to cyclist priority at Belle Parade.**

The Town Clerk had no further update. County Cllr Way advised that he would speak to DCC regarding this matter.

- 96. To consider and agree a response to the Government’s ‘Pavement Parking- Options for Change’ consultation.**  
Further information had been issued with the agenda.  
Councillors were invited to respond individually to the consultation.  
It was **resolved** that the Town Council’s response would be delegated to a council officer.  
(Proposed by Cllr Letch).
- 97. To agree the four free parking dates in the lead up to Christmas, to be submitted to MDCC.**  
Provisional dates of Saturday 5<sup>th</sup> December, Saturday 12<sup>th</sup> December, Saturday 19<sup>th</sup> December and Tuesday 22<sup>nd</sup> December were agreed. It was **resolved** that the Town Clerk would request that these dates be carried forward to another date in 2021, should the Covid-19 lockdown restrictions be extended. (Proposed by Cllr Downes).
- 98. To receive an update on the Crediton Neighbourhood Plan and agree any actions.**  
There was no update.
- 99. To discuss the social care provisions in Crediton and agree any actions.**  
Cllr Letch had attended a meeting led by the Community Wellbeing Hub, where many groups within the town provided an update on their services over the past six months.  
The next Involve meeting would take place on Thursday 5<sup>th</sup> November, which he would attend.

## PART TWO

- 100. 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).
- 101. To receive the Old Landscore School report and to consider the recommendation/s contained therein, for approval by Full Council.** A copy of the document had been issued with the agenda.  
Consideration was given to the feasibility study, DCC’s offer and the recent recommendation from the Old Landscore Sub-Committee. It was **resolved** that a building specification would be prepared by the Town Clerk and Projects Officer, to enable architects to deliver plans for the building which utilise the space for both community groups and the Town Council. (Proposed by Cllr Letch).
- 102. Close.**  
The meeting was closed at 6.57pm.

Signed.....  
(Chairman)

Date:.....