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CREDITON TOWN COUNCIL

Minutes of the Oversight Committee meeting held on Tuesday, May 12, 2026 at 19:30 in Crediton Library, Belle Parade, Crediton, EX17 2AA

Present:	Cllrs Rachel Backhouse, Liz Brookes-Hocking, Guy Cochran, John Downes, Vix Frisby (part meeting) and Steve Huxtable
Apologies:	Cllr Joyce Harris
In Attendance:	Tim Bland, Events and Town Centre Officer (part meeting) Cath Kelly, Lead Youth Worker (part meeting) 2 members of the Public
Minute Taker:	Rachel Avery, Town Clerk

MINUTES

1 **ELECTION OF CHAIR 2026/27**
Decision: It was **resolved** to elect Cllr Backhouse as Chair for the 2026/27 term. (Proposed by Cllr Frisby)

2 **ELECTION OF DEPUTY CHAIR 2026/27**
Decision: It was **resolved** to elect Cllr Huxtable as Deputy Chair for the 2026/27 term. (Proposed by Cllr Downes)

Cllr Frisby left the meeting at 19.37

3 **WELCOME AND INTRODUCTION**
Cllr Backhouse welcomed everyone to the meeting and members introduced themselves.

4 **PUBLIC QUESTION TIME**
A member of the public, raised concerns about the council's slow decision-making process. Cllr Backhouse reminded the member of public that questions should relate directly to the current meeting's agenda.

5 **APOLOGIES**
Decision: It was **resolved** to accept apologies from Cllr Harris (holiday). (Proposed by Cllr Cochran)

6 **DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS**

6.1 **TO RECEIVE DECLARATIONS OF PERSONAL INTEREST AND DISCLOSABLE PECUNIARY INTERESTS (DPI'S) IN RESPECT OF ITEMS ON THIS AGENDA**
There were no declarations of interest.

6.2 TO CONSIDER ANY DISPENSATION REQUESTS (REQUESTS SHOULD BE MADE TO THE TOWN CLERK PRIOR TO THE MEETING)

There were no dispensation requests.

7 CLIMATE EMERGENCY

It was **noted** that decisions would be made with the climate emergency at the forefront of decision and policy making.

8 ORDER OF BUSINESS

There were no changes to the order of business.

9 CHAIR'S AND CLERK'S ANNOUNCEMENTS

There were no announcements.

10 FINANCE

10.1 TO RECEIVE AND APPROVE TRANSACTIONS BETWEEN 01 APRIL 2026 AND 30 APRIL 2026

Decision: It was **resolved** to approve transactions between 01 April 2026 and 30 April 2026. (Proposed by Cllr Brookes-Hocking)

10.2 TO RECEIVE AND APPROVE THE BANK RECONCILIATION TO 30 APRIL 2026

Members reviewed and approved the bank reconciliation for the end of April 2026.

Decision: It was **resolved** to approve the bank reconciliation to 30 April 2026. (Proposed by Cllr Brookes-Hocking)

10.3 TO NOTE BANK ACCOUNT BALANCES TO 30 APRIL 2026

Bank account balances as of 30 April 2026 were **noted**.

10.4 TO NOTE EAR MARKED RESERVES BALANCES

Earmarked reserves balances were **noted**.

11 AUDIT 2025/26

The internal audit report for 2025/26 was reviewed. Members discussed the audit summary and observations, noting that the full council had previously discussed these in detail. Cllr Huxtable requested more detailed information on the specific tests carried out by the auditor, which was agreed to be followed up.

Decision: The audit report was received and **noted** without further queries. (Proposed by Cllr Backhouse)

12 REVIEW AND ADOPTION OF POLICIES

The Model Publication Scheme was reviewed, with a minor wording issue identified. Although this was noted, it was agreed that it was not a material issue and the word would be amended.

Decision: It was **resolved** to **approve** the Model Publication Scheme. (Proposed by Cllr Brookes-Hocking)

The Scheme of Delegation was reviewed, with a question raised about whether the Town Clerk had to be the one making all decisions. It was clarified that the Town Clerk could delegate responsibilities to other officers, as per section 1.3.

Decision: It was **resolved** to **approve** the Scheme of Delegation. (Proposed by Cllr Brookes-Hocking)

13 SALE OF LOCOMOTIVE SIGN

Members reviewed the emails received from a member of the public requesting to purchase the locomotive nameplate. Members discussed the importance of the nameplate to the town's heritage and agreed that selling it would not be appropriate at this time. The merits of a current valuation to ensure its up to date value was considered.

Decision: It was **resolved** to retain the locomotive nameplate and thank the interested party for their offer. (Proposed by Cllr Huxtable)
Decision: It was **resolved** to obtain a quote for the valuation of the locomotive nameplate. (Proposed by Cllr Downes)

14 DATE OF NEXT MEETING

The date of the next meeting was **noted** as Tuesday, 23 June 2026, at 19:30.

15 PART II

Decision: It was **resolved** to **approve** the exclusion of the public and press were from the meeting under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960. (Proposed by Cllr Backhouse)

The Events and Town Centre Officer left the meeting

16 YOUTH WORK STAFFING

The confidential report regarding youth work staffing was presented and considered.

Decision: It was **resolved** to **approve** the proposal as detailed in the confidential report. (Proposed by Cllr Downes)

It was **noted** that further information and documents will be presented as they become available.

The Town Clerk and Lead Youth Worker left the meeting for item 17

17 STAFF SUPPORT

The confidential report regarding staff support was presented and considered.

Decision: It was **resolved** to **approve** the recommendation as detailed in the confidential report. (Proposed by Cllr Cochran)

18 REPORTS PACK

Signed ..[redacted]..

Dated....23/07/26....................................