



**Minutes of the Meeting of Crediton Town Council held on  
Tuesday, 21st July 2020, at 7.00 pm via Zoom**

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

**In Attendance:** Mr A Wyer, Mid Devon District Councillor  
Mrs R Avery, Town Clerk  
Mrs L Blake, Special Projects Officer

**2007/027 To receive and accept apologies**  
None received.

**2007/028 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.

**2007/029 To consider and approve the Virtual Meeting Policy.**  
A copy of the draft policy had been issued with the agenda. It was resolved to approve the Virtual Meeting Policy. (Proposed by Cllr Letch).

**2007/030 Public Question Time**  
The following question was asked:

- Would Crediton Town Council consider lobbying Devon County Council Highways to request that the cutting of the verge at Well Parks Hill cease, as the high bank offers a valuable wild area and would not affect visibility or safety?  
This was generally supported but it was noted that some residents would prefer for all grass areas in the town to be cut regularly. Cllr Letch requested that a letter be sent to him regarding this for him to investigate.

**2007/031 Order of Business**  
There were no changes to the order of business.

**2007/032 Chairman's and Clerk's Announcements**  
Cllr Letch thanked Cllrs Brookes-Hocking and Vincent for attending the Town Council Surgery at the Farmers' Market on Saturday. He asked that all councillors consider their availability for future surgeries. He had contacted Tesco and Morrisons to discuss holding surgeries in their foyers, but due to the current Covid-19 restrictions this was not possible.

**2007/033 Town Council Minutes.** It was **resolved** to approve and sign the minutes of the Town Council meeting held on Tuesday, 19<sup>th</sup> May and the Crediton Town Council Extraordinary Meeting held on Tuesday, 7<sup>th</sup> July 2020 as a correct record. (Proposed by Cllr Brookes-Hocking).

2007/034

**Matters Arising**

Page 53 item 2005/18 – Cllr Letch requested an update. Cllr Brookes-Hocking reported that there was nothing to report as the closing date for the vacancy had not yet passed.

2007/035

**To receive and to ratify the decisions therein, the minutes of the following meetings:**

- **Old Landscore School Sub-Committee held on 16<sup>th</sup> June 2020**

The following concerns were raised:

- That the report sent to Devon County Council had not been considered by the Town Strategy Committee prior to submission
- That the Sub-Committee were only concentrating on a small element of the site's development (the Council office area), with no discussion regarding the site as a whole.

The Special Projects Officer advised that the submission of the report had no financial implication on the Council. The intention had been to consider the discounted cost of the building once provided by DCC, alongside how to proceed with the project. The quote for developing the office space behind the main building had been obtained for information only.

It was noted that no time scale for accepting or declining the offer from DCC had been formally received, but they were understanding of the Town Council's position.

It was **resolved** to receive and ratify the minutes of the Old Landscore School Sub-Committee meeting held on 16<sup>th</sup> June 2020. (Proposed by Cllr Ross, Cllr Vincent voted against).

- **Town Strategy Committee held on 16<sup>th</sup> June 2020**

It was **resolved** to receive and ratify the minutes of Town Strategy Committee meeting held on 16<sup>th</sup> June 2020. (Proposed by Cllr Brookes-Hocking).

- **Council Affairs Committee held on 23<sup>rd</sup> June 2020**

It was **resolved** to receive and ratify the minutes of the Council Affairs Committee meeting held on 23<sup>rd</sup> June 2020. (Proposed by Cllr Harris).

- **Old Landscore School Sub-Committee held on 7<sup>th</sup> July 2020**

The following concerns were raised:

- That no feasibility study or business plan had been commissioned or started
- That there has been no wider discussion regarding the site, other than the fact that it does hold community value.

Cllr Ross stated that as Chairman of the Sub-Committee since June 2020, a meeting had not been held for some time. There had been an intention to move the project forward when submitting the report to DCC, but accepted that the building's future use required discussion.

It was noted that DCC had provided no response to the report, despite the Special Projects Officer following up on this last week.

It was **resolved** to receive and ratify the minutes of the Old Landscore School Sub-Committee meeting held on 7<sup>th</sup> July 2020, with Old Landscore School being an agenda item for the Town Strategy Committee meeting due to be held on Tuesday 28<sup>th</sup> July. (Proposed by Cllr Ross, Cllr Vincent voted against).

- **Town Strategy Committee held on 7<sup>th</sup> July 2020**  
It was **resolved** to receive and ratify the minutes of the Town Strategy Committee meeting held on 7<sup>th</sup> July 2020. (Proposed by Cllr Brookes-Hocking).
- **Christmas in Crediton Sub-Committee held on 8<sup>th</sup> July 2020**  
It was **resolved** to receive and ratify the minutes of the Christmas in Crediton Sub-Committee meeting held on 8<sup>th</sup> July 2020. (Proposed by Cllr Brookes-Hocking).
- **Old Landscore School Sub-Committee held on 14<sup>th</sup> July 2020**  
This meeting was postponed.
- **Assets and Amenities Committee held on 14<sup>th</sup> July 2020**  
It was **resolved** to receive and ratify the minutes of the Assets & Amenities Committee meeting held on 14<sup>th</sup> July 2020. (Proposed by Cllr Harris).

Copies of the minutes had been issued with the agenda.

**2007/036 Due for Payment and Receipts - To examine and agree the accounts due for payment, receipts, and bank transfers for the period 14<sup>th</sup> May 2020 to 21<sup>st</sup> July 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 £34,956.09, receipts totalling £8,519.86, and to accept the bank reconciliation. (Proposed by Cllr Brookes-Hocking).

**2007/037 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).

**2007/038 To approve a budget of £1500 to purchase a cloud-based locking system at Newcombes Meadow.**

Cllr Vincent enquired about the level of usage. It was noted that the single toilet at Newcombes Meadow is accessible via a Radar key, so usage is not as high as it would be if it were accessible to all. Cllr Brookes-Hocking stated that public toilets are one the most appreciated public facilities in the town, with Cllr Zorlu adding that this toilet serves the park.

The Special Projects Officer advised that she had undertaken some research on the locking system, due to difficulties in finding a cleaner previously. This system allows for immediate locking if required but the general opening and closing times are saved to the system, not requiring them to be opened and closed every day.

Cllr Harris stated that this system had been considered previously as the Town Council and requested that the clerk undertake further investigation to ensure that the system is suitable and can be installed.

Cllr Vincent requested that the Town Council allow him to find somebody who would be willing to open and close the toilets on a regular basis.

The clerk advised that due to Covid-19, the risk assessment had been updated and required approval.

It was **resolved** that the budget would be accepted, subject to Cllr Vincent not finding a suitable person to undertake manual opening and closing and the clerk undertaking

satisfactory investigation. (Proposed by Cllr Harris).

**2007/039 To consider and approve the payment of £923.67 to purchase bird netting for the Bandstand in Newcombes Meadow. (Full cost to be allocated from General Reserves.)**

Consideration was given to the purchase of bird netting for the Bandstand. Whilst it was accepted that the bird mess was unpleasant, additional cleaning may be a cheaper alternative. Furthermore, there were concerns regarding the displacement of nesting birds.

It was suggested that cheaper alternatives be investigated, but further consideration should be given to the future use of the Bandstand area.

It was **resolved** not to approve the payment from general funds, and that the Clerk would investigate cheaper options. It was **resolved** that the future use of the Bandstand would be an agenda item at an Assets and Amenities Committee meeting.

**2007/040 To consider one grant application to support the recovering of town centres post-Covid 19.**

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

It was **resolved** to approve the payment of £150 for the Best Dressed Christmas Window Competition. (Proposed by Cllr Brookes-Hocking).

**2007/041 To receive an update on Christmas in Crediton.**

The Clerk provided a brief update on the two Christmas in Crediton Sub-Committee meetings. Whilst there would be no light switch on event this year, it was hoped that footfall in the High Street would be increased with shop displays. Cllr Brookes-Hocking added that whilst it may be difficult to decorate the town as usual given restrictions, all involved would do their best to provide a different Christmas event.

Cllr Vincent stated that the Town Council should not allow funds to run out of control.

Cllr Brookes-Hocking explained that the cost of Christmas lighting was high due to Health and Safety requirements, which would continue as usual but the switch on event was not the most expensive element of the annual project.

*Cllr Downes joined the meeting at 8.33pm.*

**2007/042 To receive an update on Old Landscore School and to note any actions due to be undertaken during the summer recess.**

There was no further update.

**2007/043 To consider and agree a response to the LGA Model Member Code of Conduct. Information had been issued with the agenda.**

Cllr Brookes Hocking reported that the Town and Parish Council sector frequently sees poor member behaviour, with the general feeling amongst most councils being that the current Code is not fit for purpose. The current document is the same across all levels of local government, but previously NALC had a separate Code which was a set of procedures based on the Nolan Principles. The changes proposed in this consultation are not precise enough for the Town and Parish Council sector and does not offer great enough sanctions.

It was **resolved** that the Clerk would prepare a response, which would be circulated to councillors prior to submission. (Proposed by Cllr Brookes-Hocking).

- 2007/044 To consider and agree a response to Mid Devon District Council regarding anti-social behaviour at the Market Street toilets. Information had been issued prior to the meeting.**  
 Cllr Cairney suggested that a cloud-based locking system could be investigated, with costs being covered by Mid Devon District Council.  
 Cllr Vincent stated that there are systematic anti-social behaviour issues in different areas of the town and residents should be encouraged to report such issues to the Police. It was **resolved** that the Clerk would continue to pursue this issue with MDDC and to investigate cloud-based locking systems. (Proposed by Cllr Brookes-Hocking).
- 2007/045 To resolve to grant the Clerk, in consultation with Cllrs Letch and Harris, designated authority to comment on planning applications during the Council's Summer recess.**  
 It was **resolved** to grant the Clerk, in consultation with Cllrs Letch and Harris, designated authority to comment on planning applications during the Council's Summer recess. (Proposed by Cllr Brookes-Hocking).
- 2007/046 To note the birthday of Mr Bert Jewell and to agree any action.**  
 It was **resolved** to provide Mr Bert Jewell with a card and gift, to show appreciation for the huge amount of work he does for the town. (Proposed by Cllr Brookes-Hocking).
- 2007/047 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.**  
 Cllr Cairney had chaired a meeting of MDDC's Licensing Committee, where new animal breeding legislation had been passed.  
  
 Cllr Ross reported that the Chamber of Commerce and League of Friends had not been meeting during the lockdown period. Sustainable Crediton have restarted maintenance of Belle Parade and are looking at other sites.  
  
 Cllr Brookes-Hocking reported on her position within Devon Association of Local Councils, who had recently become an independent organisation. She is working alongside other councillors on the governance of DALC to present to the annual conference in October, which will be held virtually. DALC are also starting to offer some of their training events virtually.  
  
 Cllr Letch reported that he had been contacting MDDC about black bin bags which are not appropriately sorted prior to being put out for collection. Waste is expensive to send to landfill and MDDC will send notices to residents not sorting recycling.
- 2007/048 Correspondence and Matters To Note - To receive Council correspondence and matters to note. A list of the correspondence and matters to note had been issued with the agenda.** It was **resolved** to note the correspondence and matters to note. (Proposed by Cllr Letch).

**PART TWO**

**2007/049** To resolve 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 the public and press be excluded from the meeting for the following items. (Proposed by Cllr Letch).

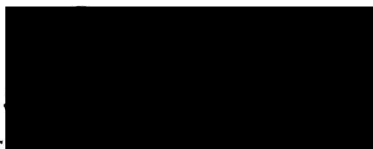
**2007/050** To receive recommendations/nominations for individuals who will receive a Crediton Town plate in 2020 and to consider how the awards will be presented. Councillors were reminded that this is to recognise the efforts of those who demonstrate outstanding commitment to the well-being of Crediton and the community.

Due to the confidential nature of this item, no further information can be disclosed at this time.

**2007/051** Close

The meeting closed at 9.12 pm.

Signed .....



Dated.....

25/9/21