



Citizen Awards

Report by: Town Clerk
To: Full Council
Date: For consideration on 19 July 2022

Recommendation

Full Council is recommended to consider the report below in relation to the provision of a Citizen Award, replacing the Town Plates.

1. Purpose

1.1 This report provides information on providing a framework for issuing Citizen Awards.

2. Background

2.1. Credition Town Council has historically provided Town Plates to individuals offering excellent service and commitment to the town.
Investigation has been undertaken into how other town councils issue awards of this nature.

3. Proposal

3.1 Adopt a Citizen Award Policy

It is recommended that a policy be adopted to ensure the same guidelines are used for each nominee. A recommended policy is Appendix A to this report.

3.2 Purchase badges

It is recommended that the Town Council purchase Citizen Award badges

4. Financial Implications

4.1 Cost of badges

Quote A	£95.76 + VAT
Quote B	Awaited
Quote C	Awaited

5. Conclusion

5.1 A policy will ensure fairness and a framework for considering applications, which is not currently in place. A badge will offer recipients an item that they can choose to wear to events.



CITIZEN AWARD POLICY

Introduction

Credition Town Council's (CTC) Citizen Award is a tribute to a member of the community and confers no material honours or special privileges. Awards may be made at any time and will not necessarily be made on an annual or regular basis. Awards will take the form of an official letter and badge, and may be presented at an appropriate place such as the recipient's school or workplace, at an event, at a Full Town Council meeting, posted to them, or presented in private. The scheme is intended to celebrate exceptional citizenship but to avoid embarrassment a mechanism to keep details of unsuccessful nominations confidential has been created.

Scope

Awards will be made by CTC entirely at its discretion to those who have "*made a significantly positive contribution to the community in the Credition Town Council area*". An unsuccessful nomination does not necessarily indicate that CTC does not appreciate or recognise the effort, service, or actions of nominees. There is no limit on the number of Awards which may be made in any year, nor is there a requirement to make an Award in any year.

Nominations

Nominations may be made by anyone resident or working in the area, or by any organisation working to the benefit of communities in the area. Nominations will not be accepted from relatives of the nominee. Nominations must be made in the format prescribed by CTC and must be submitted to the Town Clerk. No correspondence will be entered into with regard to any nomination other than to verify facts if necessary.

Decision-making Process

On receiving a nomination, the Town Clerk will endeavour to verify the information contained in the nomination form. A meeting of the Council Affairs and Finance Committee will consider nominations, as a Part II agenda item. Publicity during the initial stages of consideration would be prejudicial to the public interest and the names and details of Awards made will be published in the future. Therefore, the committee will exempt the details of nominations and will hold its discussions in private¹.

Owing to the likely irregular nature of nominations, meetings may be delayed until an appropriate time. Decisions to recommend Awards will be based entirely on merit. The committee recommendation will be reported to the Council at the next practicable meeting. Lobbying of members in favour of or against any nominee may render all nominations for that nominee void.

Unsuccessful Nominations

The Town Clerk will notify those who made nominations which were unsuccessful without giving reasons for the nomination being not supported. No further correspondence will be entered into (including the

¹ Freedom of Information Act 2000 S.22 and Public Bodies (Admission to Meetings) Act 1906 S.1



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merits of any nomination, any other decisions made, the rationale behind the decision). Further nominations for those unsuccessful will be permitted.

Successful Nominations

The Town Clerk will contact the nominee, or their parent / guardian as appropriate, indicating that CTC is minded to make an Award and seeking confirmation that the Award will be accepted and in what form the nominee would like the Award to take. If a nominee rejects the Award then no Award will be made and the matter shall be reported to the next meeting of the Council Affairs and Finance Committee.

Confidentiality

Nomination forms received will be treated as confidential and shall be destroyed immediately after a decision on an award has been made. Publicity will be given to Award recipients in consultation with them / their parents or guardians.

Exclusions

Nominations will not be accepted from and awards will not be made to:

- current and past employees of Credition Town Council
- current and past elected Members of Credition Town Council
- current and past members of Mid Devon District Council or Devon County Council
- current and past Members of Parliament whose constituency covers the area
- current and past Members of the House of Lords.



New Bank Account - Report

Report by: Town Clerk
To: Full Council
Date: For consideration on 19 July 2022

Recommendation

Full Council is recommended to consider the report below in relation to the investment of funds to the CCLA, as approved in principle by the Council Affairs and Finance Committee.

1. Purpose

1.1 This report provides information on CCLA and appropriate levels of investment for council funds.

2. Background

2.1. Credition Town Council currently has 1 current account and 4 savings accounts:

Bank	Balances as at 30/06/22
Co-operative <i>Current Account</i>	£222,058.20
Nationwide <i>Instant Access Savings</i> <i>0.15% interest</i>	£79,283.04
United Trust Bank <i>100 day access</i> <i>0.70% interest</i>	£87,840.74
Cambridge & Counties <i>120 day access</i> <i>0.995% interest</i>	£88,091.32
Hampshire Trust Bank <i>90 day access</i> <i>0.25% interest</i>	£79,148.28

2.2. Local councils' investments and deposits are protected under the Financial Services Compensation Scheme up to £85,000 therefore it is recommended to diversify the Council's savings to keep balances below this amount.

3. Proposal

3.1 Deposit money into CCLA Public Sector Deposit Fund

Town councils in the local area have deposited funds with CCLA, including Barnstaple Town Council (£600k) and Newton Abbot Town Council (£375k).

CCLA manage upwards of £2 billion of local authority monies including Teignbridge District Council and the area around local authority growth has increased in the last 10 years. Overall town and parish councils have over £100m invested in the Public Sector Deposit Fund. This is still a relatively small proportion of the total fund size, currently £1.3 billion. CCLA is rated as a AAAMmf financial institution by Fitch Ratings London, most recently in November 2020, and is covered by the Financial Conduct Authority and Bank of England Prudential Regulation



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Authority. The Local Authorities Mutual Investment Trust (LAMIT) board is a body controlled by members and appointed by the Local Government Association. All three of the Local Authority funds managed by CCLA have governance and oversight from the LAMIT board (this includes the fund as described below).

Bank	Interest	Fees	Other
Public Sector Deposit Fund	Interest rate at the end of April was 1.4%. The rate changes on a daily basis depending on the financial markets.	0.08% fee taken before interest calculated	The PSDF is a cash based, AAA rated, money market fund (MMF) The fund is low risk, provides good liquidity and good yield. Instant access to funds. As with any investment, interest rates can fluctuate. However, the risk attached to the Council's current account balance being well over the FSCS limit is much greater.

Bank	Recommendation
Co-operative <i>Current Account</i>	Reduce from £222,058.20 to £85,000 Invest £5,716.96 into Nationwide Invest £131,341.24 into CCLA
Nationwide <i>Instant Access Savings</i> <i>0.15% interest</i>	Increase from £79,283.04 to £85,000 to act as buffer account for Co-Operative Current Account
United Trust Bank <i>100 day access</i> <i>0.70% interest</i>	Reduce £87,840.74 to £85,000 Invest £2,840.74 into CCLA
Cambridge & Counties <i>120 day access</i> <i>0.995% interest</i>	Reduce £88,091.32 to £51,421.58 Invest £36,669.74 into CCLA
Hampshire Trust Bank <i>90 day access</i> <i>0.25% interest</i>	£79,148.28 to £0 and invest in CCLA Invest £79,148.28 into CCLA

TOTAL INVESTMENT TO CCLA: £250,000.00

4. Financial Implications

4.1 CCLA fee: 0.08% fee taken prior to interest being added

5. Conclusion

Investment into the CCLA will remove the requirement to hold additional savings account, and ensures security to the council's funds. There is a requirement to ensure bank accounts are below the £85,000.00 threshold to ensure FSCS security.

Rachel Avery
Town Clerk