



Crediton Town Council

8a North Street
Crediton
Devon
EX17 2BT
Telephone: 01363 773717
Email: townclerk@crediton.gov.uk

PUBLIC NOTICE

You are hereby invited to attend a **Meeting of Crediton Town Council**, which will be held on **Tuesday, 17th September 2019**, at **Crediton Library**, Belle Parade, Crediton, at **7.00 pm** for the purpose of transacting the following business.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 members of the public are welcome to attend.

Clare Dalley (Mrs)
Town Clerk

10th September 2019

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).

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. 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)*
- 4. 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.
- 5. Chairman's and Clerk's Announcements** - **To receive any announcements which the Chairman and Clerk may wish to make.** For information only.
- 6. Town Council Minutes** - To approve and sign the minutes of the Crediton Town Council Meeting held on Tuesday, 16th July 2019, as a correct record.
- 7. Matters Arising** - At the direction of the Chairman, to report on matters arising from the minutes of the Crediton Town Council meeting held on Tuesday, 16th July 2019, for information only.

8. **To receive a presentation from the Mayor's Cadet on her role.**
9. **Police Report** - To receive the Police report.
10. **To receive, and to ratify the decisions therein, the minutes of the following meetings:**
 - **Grants Sub-Committee held on 23rd July 2019**
 - **Town Strategy Committee held on 3rd September 2019**
 - **Christmas in Crediton Sub-Committee held on 10th September 2019**
 - **Environment Committee held on 10th September 2019**

(Copies of the minutes will be issued with the agenda)
11. **Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment, receipts, and bank transfers for the period 17th July 2019 to 17th September 2019 inclusive and to receive the bank reconciliation.** (The schedule of payments and receipts will be issued prior to the meeting.)
12. **To receive a list of outstanding debts owed to Crediton Town Council.** (The documentation relating to this item will be issued prior to the meeting.)
13. **Budget Review - To review the budget for the year to date.** (The budget sheet will be issued prior to the meeting.)
14. **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 will be issued prior to the meeting.)
15. **To receive the Council's Notice of Conclusion of Audit & Annual Governance & Accountability Return for the financial year ended 31st March 2019 from PKF Littlejohn, the Town Council's External Auditor.** (Further information will be issued prior to the meeting.)
16. **To appoint one Councillor to the Climate Change and Sustainability Sub-Committee following Cllr Ross stepping down as a member of the Sub-Committee.**
17. **To consider the Council supporting Cllr Wyer in attaining his CiLCA qualification and to pay the registration fee of £350 from the Council's training budget.**
18. **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.
19. **Correspondence and Matters To Note - To receive Council correspondence and matters to note.** (A list of the correspondence and matters to note will be issued with the agenda.)
20. **Close**