



Minutes of Credition Town Council's Finance and General Purposes Committee Meeting, held on Tuesday, 4th November 2014, at 7pm, at the Council Chamber, Market Street, Credition

Present: Cllrs Miss J Harris, Mr A Wyer, Mr F Letch, Mrs L Brookes-Hocking, Mrs A Hughes, Mr M Szabo, Mr R Adams and Mr P Vincent.
Mrs C Dalley, Town Clerk
Miss E Lucas, Administrative Assistant

In Attendance: 1 member of the press

79 To receive and accept apologies

Apologies were received and accepted from Cllrs Dan Webb and Georgina Ford. (Proposed by Cllr Letch, seconded by Cllr Brookes-Hocking)

80 Declarations of Interest

None declared.

81 Public Question Time

There were no questions.

82 Order of Business

There were no changes to the order of business.

83 Chairman's and Clerk's Announcements

The Council Chairman, Cllr Letch, announced the following:

- He would like to write on behalf of the Council to the Mayors of Dokkum, Fulda & Avranches and invite them to the Food Festival next year, followed by a civic buffet on the Town Square.
- On 5th June 2015 a slap-up parade would be taking place starting at the Catholic Church.
- On Saturday 1st November, he had attended the Mayor's Surgery
- On Saturday 1st November, he had spent 2 hours delivering Christmas in Credition flyers to all of the businesses on the High Street

The Clerk announced the following:

- Mid Devon District Cllr Bob Wright had been in contact regarding the free parking days available to Credition which would be the three Saturdays in December at St Saviours Way Car Park. Cllr Wright had suggested the fourth day to be Christmas Eve, all members present agreed with this suggestion.

84 Finance & General Purposes Committee Minutes – To approve and sign as a correct record the minutes of the Finance and General Purposes Committee Meeting held on 7th October 2014. Copies had been circulated with the agenda. It was **resolved** to approve, and sign, the minutes of the Finance and General Purposes Committee Meeting held on 7th October 2014, as a correct record. (Proposed by Cllr Brookes-Hocking, seconded by Cllr Letch)

85 Matters Arising – At the direction of the Chairman, to report on matters arising from the minutes of the Finance & General Purposes Committee Meeting held on 7th October 2014, for information only. There were no matters arising.

86 Mid Devon District Council – Planning Applications *Mid Devon District Council, the determining authority, has asked for comments from this Town Council on the following planning applications:*

Reference: [14/01751/CAT](#)

Proposal: Notification of intention to remove 2 branches from 1 Ash tree within a Conservation Area

Location: Penton House, Penton Lane, Credition, EX17 1EF

Applicant: Ms L Green, 21 Chestnut Close, Credition, EX17 1JD

It was **resolved** to recommend **NO OBJECTION** to the application as long as MDDC's Tree Officer's professional opinion is that the work is necessary. (Proposed by Cllr Harris, seconded by Cllr Letch)

Reference: [14/01515/CAT](#)
 Proposal: Application to remove limb of Beech tree within a Conservation Area
 Location: Three Corners, Pounds Hill, Crediton, EX17 1DT
 Applicant: Mr K Jeram, Three Corners, Pounds Hill, Crediton, EX17 1DT

It was **resolved** to recommend **NO OBJECTION** to the application as long as MDDC's Tree Officer's professional opinion is that the work is necessary. (Proposed by Cllr Harris, seconded by Cllr Letch)

- 87 Accounts Due for Payment and Receipts – To examine and agree the accounts due for payment and receipts for the period 8th October 2014 to 4th November 2014 inclusive and to receive the bank reconciliation.** The Clerk circulated the payments, receipts and bank reconciliation. It was **resolved** to approve the payments totalling £11,966.25, the receipts totalling £1,113.58, and to accept the bank reconciliation, copies of which are attached to these minutes as Appendix One. (Proposed by Cllr Hughes, seconded by Cllr Adams)
- 88 To receive a list of outstanding debts owed to Crediton Town Council.** The documentation relating to this item had been issued prior to the meeting. It was **resolved** to note the outstanding debts of £215.35, a copy of which is attached to these minutes as Appendix Two. (Proposed by Cllr Letch, seconded by Cllr Hughes)
- 89 Budget Review – To review the budget for the year to date.** The Clerk circulated the budget sheet. It was **resolved** to note the budget sheet and the information contained therein, a copy of which is attached as Appendix Three. (Proposed by Cllr Wyer, seconded by Cllr Hughes)
- 90 To receive a report from the Council's internal control checkers, following a 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 with no further actions. (Proposed by Cllr Szabo, seconded by Cllr Hughes)
- 91 To consider and agree/amend Crediton Town Council's draft budgets prepared by the Council's Responsible Financial Officer for the Financial Year 2015 - 2016 and make recommendations to full Council.** Copies of the draft budget had been issued at the meeting. The Clerk talked councillors through the budgets and requested that councillors contact her if they require any further information. Cllr Vincent expressed concerns regarding the localism budget, suggesting a further £13,000 should be allocated to localism. The Clerk advised that she would prepare the figures, with the increase in the localism budget taken into account. It was **resolved** to defer this item to the next Full Council Meeting, to be held on 18th November 2014. (Proposed by Cllr Brookes-Hocking, seconded by Cllr Wyer)
- Cllr Letch thanked the Town Clerk for the hard work she had put in to produce the drafts and figures and for putting the councillors' minds at rest. (Proposed by Cllr Letch, seconded by Cllr Brookes-Hocking)
- 92 To consider and agree/amend Crediton Town Council's reserve levels for the financial year 2015-2016 and make recommendations to full Council.** Copies of the reserve levels had been issued at the meeting. The Clerk talked councillors through the reserve levels and requested councillors contact her if they require any further information. It was **resolved** to defer this item to the Council Meeting to be held on 18th November 2014. (Proposed by Cllr Brookes-Hocking, seconded by Cllr Wyer)
- 93 To discuss and agree Crediton Town Council's precept for the financial year 2015-2016 and make recommendations to full Council.** The precept figures had been issued at the meeting. The Clerk talked councillors through the precept and requested councillors to contact her if they require any further information. Cllr Adams requested for the Clerk to prepare an additional Option D for the precept, which included a £13,000 increase in the localism budget. It was **resolved** to defer this

item to the Council Meeting to be held on 18th November 2014. (Proposed by Cllr Adams, seconded by Cllr Letch)

94 Business brought forward

Cllr Wyer:

- Has set up a Crediton Town Council Facebook page and informed councillors that if anyone wants to post on the Facebook page please contact the Town Clerk.

Cllr Vincent:

- Advised that the Farmers Market are only too pleased to share the use of their gazebos for the Square and are also interested in finding a place close to the Square to store them.
- Reported a local's concern regarding 50 yards of paving disappearing under tarmac at Dean Street.
- Had been advised by the Methodist Church, which has a fully trained youth worker that they are in a fairly good position and are involved in the youth collective in order to organise an effective form of youth provision.

Cllr Hughes:

- Had attended a funding conference at Buckfast Abbey.
- Has been appointed trustee of Involve Mid Devon.
- Has been approached by a local regarding the new Link Road, expressing that a particular large lorry company is getting nervous of using this stretch of road particularly in the winter. The local had questioned why there was not an escape route.

PART TWO

95 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. (Proposed by Cllr Wyer, seconded by Cllr Letch)

96 To receive a proposal from the Town Clerk to increase the Administrative Assistants hours to 30 hours per week, with the additional costs being met from the salaries budget. The Town Clerk advised members that this item had been considered by the Administration & Personnel Committee which had resolved the Town Clerk's proposal. It was **resolved** to accept the proposal from the Administration & Personnel Committee and the Town Clerk to increase the Administrative Assistants hours to 30 hours per week, with the additional costs being met from the salaries budget. (Proposed by Cllr Letch, seconded by Cllr Wyer)

97 To receive an update from Cllr Letch and the Town Clerk regarding the lease of land at Stonypark.
Cllr Letch and the Town Clerk had no further information.

98 Close
Meeting closed at 7.55 pm

Signed..... Date:.....
(Chairman)