



Agenda

1. Welcome and apologies
2. Minutes of Previous Meeting
3. Finance Report
4. Crediton Festival 2019 (CredFest19)
5. Active Mums
6. Flags Project
7. Urban Trees Project
8. Wellbeing Crediton
9. Boniface Panels
10. Crediton Heart Project
11. Any Other Business
12. Date of Next Meeting
13. Date of Annual General Meeting

Minutes of meeting held on Thursday 12 September 2019 at 6.30pm

Venue: Old Landscore Primary School

Present: Rosemary Stephenson (Chair), Kate Lock, Rachel Vowles, Martin Ashley, Rod Brookes Hocking, Jo Ward, Paul Tucker (MDDC)

Apologies: Lorraine Harris, Sam Shaw

#	AGENDA ITEM	DISCUSSION	ACTIONS	DEADLINE
1	WELCOME	Rosemary welcomed everyone to the meeting.	None	N/A
2	MINUTES OF PREVIOUS MEETING	Accepted as an accurate record of the meeting held on 18 July 2019.	None	N/A
3	FINANCE REPORT	Martin has reconciled the accounts. General reserves stood at £5,900. The following actions were agreed: (1) £45.42 for Get Out magazine to be written off. (2) Rod to be compensated for the £40 spent on the meeting with the Chancellor of Holy Cross Church. (3) Boniface payment of £339.50 approved. (4) Up to £275 authorised to engage independent examiner to assess accounts.	Martin to action items listed in 'Discussion' column.	By next Crediton Town Team meeting, 21 October 2019.
4	CREDFEST19	Wash up meeting scheduled for Weds 18 September (Meadow Suite, 7pm). Hoping more people will come forward to organise future CredFests. The 2019 Festival, organised primarily by Rosemary and Rachel, was considered a success but not sustainable to organise it in this way. A 3 week Festival was also considered unsustainable and should be compacted to a week or fortnight. Ideally, a team would be required to organise future festivals with funding required to pay people to run them. Paul offered to lead on raising funds. £662 surplus on 2019 Festival. £2k would be required to run Open Air Cinema next year. Town Council to be approached for Flags funding.	(1) Rachel and Rosemary to talk to Exeter organisers about how they fund the Exeter Festival. (2) Wash up session 18 September. (3) Open Air Cinema given provisional go ahead for 2020. (4) Rosemary to approach Town Council for funding for 2020 Flags Project.	All to report back at next Crediton Town Team meeting, 21 October 2019.
5	ACTIVE MUMS	Lorraine was unable to attend the meeting due to other commitments. Rosemary reported that Emma would lead the rides on a voluntary, unpaid basis and that she's completed her training, which has included First Aid. rides are up and pedalling again. Active Devon agreed to keep supporting the Active Mums project. Paul to complete on	(1) Paul to complete application to Magic Little Grants. (2) Kate, Lorraine and anyone else to send Paul details of	Update at next Crediton Town Team meeting, 21 October 2019.

#	AGENDA ITEM	DISCUSSION	ACTIONS	DEADLINE
		application to Magic Little Grants. Kate and Lorraine to forward details of previous applications.	previous grant applications made.	
6	BONIFACE PANELS	Rod reported that the acetate prints were in Weston-Super-Mare. Alison Shakespeare has created 8 extra pages on the Town Team website for links to the QR code on each panel. Boniface panels are all about to be made. Rod will be presenting to the Holy Cross Church on Tuesday 17 September. Kate offered to attend to co-present with Rod. Rosemary will attend if she can. Jo will also be there in his role as a church member. Martin to chase LEADER sending of receipts to draw down grant funding (required by end of September).	(1) Rod and Kate to give presentation at Holy Cross on siting of panel. (2) Martin to chase down LEADER receipts for submission by Monday 30 September.	Update at next Crediton Town Team meeting, 21 October 2019.
7	HIGH STREET TREES PROJECT	Due to other commitments, Sam was unable to attend the meeting to provide an update.	None.	Sam to provide update at next meeting.
8	WELLBEING CREDITON	A Wellbeing Crediton Steering Group meeting is scheduled for the week commencing 16 September to clarify how the project had progressed and set out future plans. Rosemary is representing the Town Team on the Steering Group.	Rosemary to attend next Steering Group in September 2019.	Rosemary to report back at next Town Team meeting on 21 October
9	CREDITON HEART PROJECT	The summer has been a relatively quiet period for the Heart Project. Work on raising funding for the website is progressing. 420 responses so far received for the survey. Rosemary would like to see at least 500 and is visiting youth groups to gather their views as young people have been underrepresented in the survey so far. A Heart Project meeting is scheduled for Tuesday 17 September. The consultant is expected to report her findings shortly with, hopefully, a summary of possible options. Fundraising can't commence until a site has been identified. Martin is to write to the Heart treasurer for an update on how the Awards for All grant is to be spent.	(1) Rosemary to attend Heart project meeting on 17 September. (2) Martin to contact Heart Project treasurer.	Update at next Crediton Town Team meeting, 21 October 2019.
11	ANY OTHER BUSINESS	(1) Old Landscore Primary School – Town Council unlikely to be moving in for at least 2 years. Site owned by Devon County Council, which will be transferring ownership to Crediton Town Council. Agreed Town Team would keep a watching brief on how his arrangement develops. (2) Boniface Buns – Rachel suggested creating a regular Boniface event close to or on the Boniface Feast Day of 5 June. A Boniface Bun competition or June Christmas Tree lighting/procession was suggested.	(1) Kate and Rosemary to follow up through Heart Project. (2) Needs to be fleshed out more. Working Group to be formed?	(1) None. Occasional updates at future Town Team meetings. (2) Town Team to discuss forming Working Group to take forward at next meeting, 21 October.
12	DATE OF NEXT MEETING	Monday 21 October, Old Landscore Primary School (junction of Greenway and Landscore), 6.30pm start.	All to note	
13	AGM	To be confirmed. Weeks commencing 11, 18 or 25 November potential dates.	Confirm at next Town Team meeting.	

