



Agenda

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

Minutes of meeting held on Wednesday 19 July 2019 at 6.30pm

Venue: Credition Arts Centre

Present: Rosemary Stephenson (Chair), Sam Shaw, Kate Lock, Lorraine Harris, Martin Ashley, Paul Tucker (MDDC)

Apologies: Rachel Vowles, Jo Ward. Rod Brookes-Hocking

#	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 29 May 2019.	None	N/A
3	FINANCE REPORT	Martin reported that the team would see something up to a £700 surplus for CredFest19. There was just about sufficient funding to cover the first LEADER payment for the Boniface project. Mid Devon Council's fee for bins was authorised for payment. Martin flagged up a concern about the 'Get Out' payment. Dennis (treasurer of Heart Project) needs to provide invoices to Martin by mid-October.	(1) Martin to pay outstanding amounts for 'Get Out' and MDDC bins. (2) Rosemary to contact Dennis, treasurer of Heat Project re outstanding invoices.	By next Credition Town Team meeting, 12 September 2019.
4	CREDFEST19	Rachel and Rosemary largely organised CredFest19 between them but were reluctant to do so again. Rosemary presented three options for the sustainability of the Festival: 1) Identifying a fundraiser who could start to raise funds for a CredFest21 team, comprising an Events Manager, Admin support, PR, Programme Development and Finance Officer. 2) Approach the local community to ask if anyone else would like to organise the 2021 Festival. This could include recruiting a team of volunteers. 3) CTT to focus on organising a limited number of single events (i.e. Picnic in the Park, Open Air Cinema, Silent Disco). Rosemary advised that the Festival needs at least a 12 month lead in and that the '21 Festival needs to provide something different from before. Rosemary also stated that she didn't want to fundraise. Paul stated that his funding consultancy business may be interested in fundraising for the '21 Festival on a pro bono basis, but would need to check with his business partner. A Festival Committee would need to be recruited. Kate offered to produce advertising materials over the	(1) All to consider options for taking CredFest forward and organising CredFest21. (2) Paul to discuss GRIN taking on fundraising with business partner. (3) Kate to produce volunteer recruitment pack. (4) Rosemary to arrange Festival wash-up. (5) Rosemary to thank Alison Shakespeare.	(1) By next CTT meeting, 12 September 2019. (2) By next CTT meeting, 12 September 2019. (3) Autumn 2019. (4) Wash-up to take place during week commencing 18 September. Venue: Meadow Suite. (5) By next CTT

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		autumn for enlisting a group of volunteers and would contact Leoni Antoniazzi. It was agreed that Alison Shakespeare should be thanked for working on the Festival brochure at no cost. It was also agreed to organise a Festival wash-up session, which could present an opportunity to recruit volunteers.		meeting, 12 September 2019.
5	ACTIVE MUMS	Lorraine reported that a leader (Emma) had come forward and was being supported to gain a cycling qualification at minimum cost to the Town Team (Active Devon's Local Activation Fund was identified as a potential funding source). The Town Team agreed to pay the leader's training costs if so required. Kate to do some fundraising once the rides are up and pedalling again. Active Devon agreed to keep supporting the Active Mums project.	(1) Lorraine to provide ongoing support to new Active Mums Cycle Leader. (2) Kate to resume fundraising once rides re-established	N/A
6	FLAGS PROJECT	Rosemary updated the meeting, reporting that the Flags Project 19 had gone really well and was within budget. 7 new flags had been introduced this year. Finding volunteers to put the flags up and take them down was proving to be an increasing concern. Sam said her daughter may be able to help next year. An option could be to delegate the installing and taking down of flags to the envisaged Festival Committee.	Sam to ask her daughter if she would be willing to help with the Flags Project.	N/A
7	URBAN TREES PROJECT	Sam offered to form a sub committee to look at the feasibility of introducing trees along the High Street. It was suggested that Sustainable Crediton may be interested in leading on the initiative. The placing of trees to make the High Street more attractive is an action in Crediton's recently adopted Neighbourhood Plan, while the Urban Tree Challenge Fund could provide grant support. The 2020 funding round was for small, local projects.	Sam to contact Sustainable Crediton to discuss the proposal with them.	Report back at next CTT meeting, 12 September.
8	WELLBEING CREDITON	CTT is involved in the Steering Group for this project through Rosemary's representation. The Wellbeing Coordinator is now in post and residents who are socially isolated or with health issues are being referred to the Coordinator by GPs and Health Workers. A colleague of Kate's within the Health Service is pulling together information on social prescribing, while a SW Centre for Social Prescribing is being developed.	Rosemary to attend next Steering Group in September 2019.	Report back at next CTT meeting, 12 September.
9	BONIFACE PANELS	A single panel is being made to begin with to check that its appearance and information looks okay.	N/A	Report back at next CTT meeting, 12 September.
10	CREDITON HEART PROJECT	Rosemary and Kate reported that the survey had generated 300 responses to date. Rosemary has had to put a great deal of time into helping people complete the questionnaire. Sam mentioned that it would be useful to get local celebrities involved in the project. Rosemary expected the first draft of the feasibility study to arrive on 20 July, followed by a meeting to consider its findings. Paul suggested a meeting with Tom Satterly (DCC), Chris Shears (MDDC), himself and Rosemary to discuss work hub space.	(1) Meeting to discuss feasibility findings once produced. (2) Paul to arrange meeting with Tom Satterly of DCC's Economy Team.	Report back at next CTT meeting, 12 September.
11	ANY OTHER	Lorraine reported that Active Devon was starting	Rosemary to	By next

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	BUSINESS	some forest sessions for inactive over 55s to encourage them to connect with nature and live a healthier lifestyle, and asked about local groups that could complement this activity. U3A was signposted, as well as the Wellbeing Coordinator.	forward the Community Wellbeing's contact details to Lorraine.	meeting, 12 September 2019.
11	DATE OF NEXT MEETING	Thursday 12 September, 6.30pm start. Please note: venue to be confirmed (Lords Meadow is booked for staff training). An email will be circulated as soon as an alternative venue has been arranged.	All to note	Venue to be confirmed. Thursday 12 September, 6.30pm start.