



Crediton Town Council

Market Street
Crediton
Devon
EX17 2BN
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, 12th December 2017**, at the **Council Chamber**, Market Street, 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

12th December 2017

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, 21st November 2017, as a correct record.
7. **Matters Arising** - At the direction of the Chairman, to report on matters arising from the minutes of the Meetings held on 21st November 2017, for information only.
8. **Police Report** - To receive the Police report.

9. **To receive, and to ratify the decisions therein, the minutes of the Grants Committee meeting held on 28th November 2017** (A copy of the minutes will be issued with the agenda.)

10. **Mid Devon District Council - Planning Applications** [MDDC Planning Public Access Portal](#)

Mid Devon District Council, the determining Authority, has asked for comments from this Town Council on the following planning applications:

Reference: 17/01721/HOUSE
Proposal: Erection of ground floor extensions, raise and extend pitched roof to include dormer windows
Location: 1 Murley Close, CREDITON, EX17 2DU
Applicant: Mr & Mrs M Benwell, 1 Murley Close, CREDITON, EX17 2DU

Reference: 17/01885/HOUSE
Proposal: Erection of a rear extension
Location: 1A Saxon Close, CREDITON, EX17 3DS
Applicant: Mr & Mrs W Snell, 1A Saxon Close, CREDITON, EX17 3DS

Reference: 17/01871/HOUSE
Proposal: Erection of two-storey side extension
Location: Enfield House, Threshers, CREDITON, EX17 3NW
Applicant: Mr & Mrs D Veal, 8 Threshers, CREDITON, EX17 3NL

Reference: 17/01928/LBC
Proposal: Listed Building Consent for the renewal of roof coverings to College House including dormer refurbishments, lead replacement works and chimney refurbishment; replacement of windows to front elevations and remaining timber and Crittal single glazed windows; brick and stone repairs; replacement of rainwater goods, damp proofing works and fire doors upgrade
Location: QE Academy Trust, Western Road, CREDITON, EX17 3LU
Applicant: Mr Ben Brook, QE Academy Trust, Western Road, CREDITON, EX17 3LU

Reference: 17/01939/FULL
Proposal: Erection of a dwelling
Location: East View, Buller Road, CREDITON, EX17 2AX
Applicant: Ms S Wilder, East View, Buller Road, CREDITON, EX17 2AX

Reference: 17/01951/HOUSE
Proposal: Erection of single storey extension
Location: Triangle House, Pounds Hill, CREDITON, EX17 1DT
Applicant: Mr & Mrs Brown, Triangle House, Pounds Hill, CREDITON, EX17 1DT

11. **Mid Devon District Council - Planning Decisions**

Mid Devon District Council, the determining Authority, has APPROVED the following applications with conditions as filed:

Reference: 17/01534/FULL
Proposal: Variation of condition 2 of planning permission 16/00547/FULL to allow substitute plans in respect of change of design for Plot 3 and removal of pedestrian access ramp
Location: Okefield House, Deep Lane, CREDITON, EX17 2BY

Applicant: Mr M Peters, R & M Peters Ltd, Hawkins Way, Crediton, EX17 1HZ

Reference: 17/01683/PNAG
 Proposal: Prior notification for the proposed relocation of field access
 Location: Land at NGR 284804 100251 (Roadside Verge), Commonmarsh Lane, Lords Meadow Industrial Estate, Crediton

Applicant: Mr Graham Kerslake, The Downes Estate Settlement, C/o Savills Sterling Court, Dix's Field, Exeter, EX1 1QA

Reference: 17/01584/TPO
 Proposal: Application to trim sides and reduce the height of 1 Yew tree by 1.5m protected by Tree Preservation Order 88/00002/TPO
 Location: The Mews, Deep Lane, Crediton, EX17 2BY
 Applicant: Mrs Collins, The Mews, Deep Lane, Crediton, EX17 2BY

Reference: 17/01540/LBC
 Proposal: Listed Building Consent for the conversion of a dwelling into two dwellings including internal and external alterations, the erection of a two storey extension and ancillary works to form a bin store and communal garden
 Location: 4B High Street, Crediton, EX17 3AE
 Applicant: Mr B Phillips, Langford Bridge, Langford Road, Newton St Cyres, EX5 5AQ

Reference: 17/01539/FULL
 Proposal: Conversion of a dwelling into two dwellings including internal and external alterations, the erection of a two storey extension and ancillary works to form a bin store and communal garden
 Location: 4B High Street, Crediton, EX17 3AE
 Applicant: Mr B Phillips, Langford Bridge, Langford Road, Newton St Cyres, EX5 5AQ

Reference: 17/01651/HOUSE
 Proposal: Erection of two-storey extension and installation of 2 dormer windows
 Location: 1 Cockles Rise, Crediton, EX17 3JB
 Applicant: Mrs Short, 1 Cockles Rise, Crediton, EX17 3JB

Reference: 17/01709/CAT
 Proposal: Notification of intention to remove 2 Horse Chestnut trees within the Conservation Area
 Location: Fairpark, Exeter Road, Crediton, EX17 3BJ
 Applicant: Mr R Cattell, Fairpark, Exeter Road, Crediton, EX17 3BJ

Reference: 17/01646/FULL
 Proposal: Formation of home delivery facility comprising a single storey link corridor from the store to a 4 van loading canopy, service yard, and associated modifications to car park layout (Revised scheme)
 Location: Tesco, Joseph Locke Way, Crediton, EX17 3FD
 Applicant: Tesco Stores Ltd, Shire Park, Kestral Way, Welwyn Garden City, AL7 1GA

- 12. Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment, receipts, and bank transfers for the period 22nd November 2017 to 12th December 2017 inclusive and to receive the bank reconciliation.** (The schedule of payments and receipts will be issued prior to the meeting.)

13. **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.)
14. **Budget Review - To review the budget for the year to date.** (The budget sheet will be issued prior to the meeting.)
15. **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 with the agenda.)
16. **To consider and agree/amend Crediton Town Council's budgets prepared by the Council's Responsible Financial Officer for the financial year 2018-2019.** (Copies of the draft budget will be issued with the agenda.)
17. **To consider and agree/amend Crediton Town Council's reserve levels for the financial year 2018-2019.** (Copies of the reserve levels will be issued with the agenda.)
18. **To discuss and agree Crediton Town Council's precept for the financial year 2018-2019.** (The precept figures will be issued with the agenda.)
19. **To consider the internal audit interim report from the Council's Internal Auditor, Mr Stuart Pollard of Auditing Solutions, for the financial year 2017-18 and agree any actions.** (A copy of the report will be issued with the agenda.)
20. **To appoint a Council representative to the following outside bodies following the resignation of Andi Wyer:**
 - Hayward's Educational Foundation
 - Crediton United Charities
21. **To appoint Councillors to the following Committees:**
 - Crediton Open Space
 - Christmas in Crediton
 - Floral Crediton
22. **To consider correspondence received from Crediton Hospital League of Friends in relation to the Crediton Community Hospital Building and agree any actions.** (This item has been requested by Cllr Way. Documentation relating to this item will be issued prior to the meeting.)
23. **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.
24. **Correspondence and Matters To Note - To receive Council correspondence and matters to note as detailed below** (Copies of the correspondence and matters to note will be issued with the agenda.)

Correspondence

1. *Smaller Authorities Audit Appointments - Notification of external auditor 2017-18*
2. *Stuart Pollard - ASL Interim Report and Invoice 2017-18*
3. *Acceptance letter - Emily Armitage*
4. *Cambridge & Counties Bank - Savings Account interest rate change*
5. *Community Safety - Cyber & Fraud Awareness Briefing Sessions*
6. *NatWest - closures*

Matters To Note

1. *Healthy People - November 2017 Newsletter*
2. *MDDC - Have your say on our services*
3. *Police & Crime Commissioner - November 2017 monthly report*
4. *DALC - 23 November Newsletter*
5. *Mid Devon Childrens Centre - Minutes of Board and November Newsletter*
6. *DCC - Pension Line Special November 2017*
7. *DCC - Winners of National Award for improving health and wellbeing*
8. *R E & E NHS Foundation Trust - Issue 4*
9. *MDDC - to help residents save on energy bills*

25. Business brought forward

At the direction of the Chairman, to report on matters not on the agenda and for information only.

PART TWO

26. **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.**
27. **To receive an update on the Crediton Council Office building and agree any actions required.**
28. **Close**