



# Crediton Town Council

Market Street

Crediton

Devon

EX17 2BN

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## PUBLIC NOTICE

You are hereby invited to attend a **Meeting of Crediton Town Council**, which will be held on **Tuesday, 20<sup>th</sup> February 2018**, 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**

15<sup>th</sup> February 2018

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, 16<sup>th</sup> January 2018, 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 16<sup>th</sup> January 2018, for information only.
- 8. Police Report** - To receive the Police report.

9. To receive, and to ratify the decisions therein, the minutes of the following Committee meetings:

- Floral Crediton Committee held on Tuesday, 23<sup>rd</sup> January 2018
- Christmas in Crediton Committee held on Tuesday, 13<sup>th</sup> February 2018

(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: 17/01090/MOUT  
Proposal: Outline for the erection of up to 40 dwellings with associated access, parking, open space, landscaping and supporting infrastructure  
Location: Land and Buildings at NGR 281938 100425 (Adjacent Brookdale, Threshers), Hollacombe, Devon  
Applicant: Mr Ben Lee, C/o Mr Mark Scoot, Maypool House, Maypool, Brixham, TQ5 0ET

Reference: 17/02040/HOUSE  
Proposal: Erection of single storey extension  
Location: 1 Monks Close, Crediton, EX17 2EL  
Applicant: Mr & Mrs Gilbert, 1 Monks Close, Crediton, EX17 2EL

Reference: 17/01922/FULL  
Proposal: Erection of a temporary office building and re-arrangement of car parking spaces  
Location: Ernest Jackson, Land and Buildings at NGR 284714 100432, Marsh End, Lords Meadow Industrial Estate, Crediton, EX17 1DN  
Applicant: Mrs A Burrow, Ernest Jackson Limited, High Street, Crediton, EX17 3AP

Reference: 18/00121/HOUSE  
Proposal: Erection of rear extension, lowering of existing rear extension roof to form flat roof with roof light, and installation of flue (Revised Scheme)  
Location: 25 Exeter Road, Crediton, EX17 3BL  
Applicant: Mr & Mrs P Williams, 25 Exeter Road, Crediton, EX17 3BL

Reference: 18/00087/HOUSE  
Proposal: Erection of two storey extension and basement following demolition of garage  
Location: 12 Chapel Downs Road, Crediton, EX17 2EB  
Applicant: Mr I Halsey, 23 Churchill Drive, Crediton, EX17 2DW

Reference: 18/00167/CAT  
Proposal: Notification of intention to remove 4 lower limbs (approx 8m) of 1 Oak tree within the Conservation Area  
Location: Poundsgate, Pounds Hill, Crediton, EX17 1DT  
Applicant: Mr S Jackson, Poundsgate, Pounds Hill, Crediton, EX17 1DT

Reference: 18/00125/HOUSE  
Proposal: Erection of single storey side extension  
Location: Penton House, Penton Lane, Crediton, EX17 1ED  
Applicant: Mr & Mrs Robbins, Penton House, Penton Lane, Crediton, EX17 1ED

Reference: 18/00049/LBC  
Proposal: Listed Building Consent for installation of 3 portholes in garage doors  
Location: 16 St Lawrence Green, Crediton, EX17 2BD  
Applicant: Miss K Voysey, 16 St Lawrence Green, Crediton, EX17 2BD

Reference: 18/00243/FULL  
Proposal: Alterations to internal layout and rear fenestration, levelling of ground to rear to form garden, erection of conservatory and upgrading/sound proofing of boundary fence  
Location: 5 Charles Symonds Court, Mill Street, Crediton, EX17 3FQ  
Applicant: Mr C Reed, Reed Construction & Development Ltd, 106 High St, Crediton, EX17 3LF

Reference: 18/00088/FULL  
Proposal: Conversion of public toilet to food outlet/kiosk  
Location: Public Conveniences, St Lawrence Green, Crediton  
Applicant: Mr A Gray, M C Kelly Ltd, Elston Farm, Coplestone, Crediton, EX17 5PB

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

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

Reference: 17/01885/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: 17/01951/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

Reference: 17/01992/CAT  
Proposal: Notification of intention to fell 1 Sycamore tree  
Location: Chene House, Pounds Hill, Crediton, EX17 1DT  
Applicant: Mr P Dishman, Chene House, Pounds Hill, Crediton, EX17 1DT

Reference: 18/00152/CAT  
Proposal: Five-day notification to fell 1 Eucalyptus tree within the Conservation Area  
Location: 60 High Street, Crediton, EX17 3JX  
Applicant: Mr C Johnson, 60 High Street, Crediton, EX17 3JX

- 12. Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment, receipts, and bank transfers for the period 17<sup>th</sup> January 2018 to 20<sup>th</sup> February 2018 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 prior to the meeting.)

16. **To review the Council's investments and current accounts.** (Further information will be issued prior to the meeting.)
17. **To review the Council's risk assessments, prepared by the Clerk, and agree to carry out the action plan with immediate effect.** (A copy of the risk assessments and action plans will be issued with the agenda.)
18. **To review the Council's Code of Conduct including amendments recommended by the Town Clerk.** (A copy of the Council's Code of Conduct, including the Town Clerk's recommended amendments, will be issued with the agenda.)
19. **To reconsider the potential High Street/town centre traffic management feasibility study in light of new information.**
20. **To receive a recommendation from the Property & Allotment Committee to terminate the lease of Greenway Play area with Mid Devon District Council.** (A copy of the Property and Allotments Committee meeting minutes from 9<sup>th</sup> January 2018 will be issued with the agenda.)
21. **To consider the Council becoming a member of the Campaign to Protect Rural England at a cost of £36 per annum.**
22. **To consider and comment on Devon County Council's Traffic Sensitive Streets Consultation.** (Further information will be issued with the agenda. Please click [here](#) to access the consultation.)
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. *MDDC - Newcombes Meadow Crediton*
2. *DCC - A377 Road Closure*
3. *DALC – Latest News*
4. *Member of the public – Crediton Townsperson/people of the year award*
5. *Member of the public – Crediton's Christmas Illuminations*
6. *NALC – Open letter to Councillors from Chairman*
7. *MDDC - Devon Bash Awards 2018*
8. *DCC – Bus services during A377 closure*
9. *DCT - Prince of Wales Award, Devon County Show*
10. *Member of the Public – Website contact form*
11. *SLCC – GDPR Important Information*
12. *DCC Highways – Crediton Footpaths*
13. *DCC – Road Concerns*
14. *MDDC – Community Policy Development Group Agenda*
15. *Member of the public – Bus stops*
16. *NALC – Chief Executives Bulletin 4 – 26 January 2018*
17. *MDDC – Town & Parish Charter*
18. *MDDC – Scrutiny Committee 15/1/18*
19. *MDDC – Local Government Ethical Standards Consultation Doc*
20. *MDDC – Substantial Investment to unlock Mid Devon's Growth revealed*
21. *Town Clerk - CCTV Briefing report*
22. *Police UK – New data published for December 2017*
23. *MDDC – Boundary wall at People's Park*

### **Matters To Note**

1. *Sustainable Crediton - Newsletter Issue 89*
2. *RD&E - YFC Community Briefing Issue 5.*
3. *Healthwatch Devon - January ebulletin*
4. *MDDC – Press release, Mid Devon Local Plan*
5. *DCC – Funding helps lone asylum-seeking children*
6. *Police & Crime Commissioner – Newsletter January 2018*
7. *Visit South Devon - Guest blog enquiry*
8. *Visit South Devon - Guest blog link*
9. *MDDC – Town & Parish Newsletter Jan 2018*
10. *Voices - Healthwatch Devon (copy held in office)*
11. *DCC – Devon’s special species unveiled*
12. *Sustainable Crediton - Newsletter Issue 90*
13. *VOYC – Village Halls Newsletter 2018*
14. *VOYC – Courses for young people*
15. *NALC – Chief Executive’s Bulletin 5-3 Feb 18*
16. *DCC – Pensions Line Feb 2018*
17. *NALC – Code of Conduct LCR Opinion Survey*
18. *Crediton Courier – Crediton Courier - News Link, Conflict of Interest*
19. *Rural Services Partnership – Survey Affordable Housing*
20. *NALC – Chief Exec Bulletin 6-9 Feb 2018*
21. *Raddon Hills Clerk - Next meeting date*
22. *Town Clerk - Spring Newsletter*
23. *NALC - Chief Exec Bulletin 3-19 Jan 2018*

### **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. **To receive recommendations/nominations for individuals who will receive a Crediton Town plate at the Mayor’s Reception 2018.** (Councillors are reminded that this is to recognise the efforts of those who demonstrate outstanding commitment to the well-being of Crediton and the community.)
29. **Close**