



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, 21st November 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

14th November 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. To present Miss Abi Sansom the former Mayor's Cadet with a 'Certificate of Achievement' for her services to the Mayor and the Town.**
- 4. 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)*
- 5. 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.
- 6. Chairman's and Clerk's Announcements** - **To receive any announcements which the Chairman and Clerk may wish to make.** For information only.
- 7. Town Council Minutes** - To approve and sign the minutes of the Crediton Town Council meeting held on Tuesday, 17th October 2017, as a correct record.
- 8. Matters Arising** - At the direction of the Chairman, to report on matters arising from the minutes of the Meetings held on 17th October 2017, for information only.

9. **Police Report** - To receive the Police report.
10. **Councillor Co-option** - To consider the applications received for the Boniface Ward councillor vacancy and to co-opt one Councillor to Boniface Ward. (A copy of the co-option application forms received will be issued with the agenda.)
11. To receive, and to ratify the decisions therein, the minutes of the:
- Administration & Personnel Committee meeting held on 17th October 2017
 - Christmas in Crediton Committee meeting held on 25th October 2017
 - Policy & Forward Planning Committee meeting held on 7th November 2017
 - Christmas in Crediton Committee Meeting held on 14th November 2017
 - Property & Allotments Committee Meeting held on 14th November 2017
 - Crediton Open Space Committee Meeting held on 15th November 2017
 - Parish Paths Committee Meeting held on 15th November 2017
- (A copy of the minutes will be issued with the agenda or prior to the meeting.)
12. **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: 17/01655/FULL
 Proposal: Erection of 1 single storey and 2 two-storey dwellings and provision of 3 parking spaces
 Location: Parliament House, Parliament Street, Crediton
 Applicant: Mr C Reed, Reed Construction & Development Ltd, 106 High Street, Crediton, EX17 3LF

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: 17/00982/MFUL (Revised Scheme)
 Proposal: Erection of 49 dwellings, including associated public open space, landscaping and all other associated external works
 Location: Land at NGR 284671 100838, Cromwells Meadow, Crediton,
 Applicant: Mr A West, Persimmon Homes South West, Mallard Road, Sowton Trading Estate, Exeter, EX2 7LD

Reference: 17/01755/HOUSE
 Proposal: Erection of single storey extension to rear
 Location: 44 Beech Park, Crediton, EX17 1HW
 Applicant: Mr & Mrs P Gribble, 44 Beech Park, Crediton, EX17 1HW

Reference: 17/01744/FULL
 Proposal: Variation of conditions (8), (9) and (13) of planning permission 14/00388/FULL to allow early commencement of development
 Location: Fair Havens, Mill Street, Crediton, EX17 3AA
 Applicant: Mr C Reed, Reed Construction & Developments Ltd, 106 High Street, Crediton, EX17 3LF

Reference: 17/01797/HOUSE
Proposal: Erection of a lower ground floor rear extension with balcony over
Location: 19 Cockles Rise, CREDITON, EX17 3JB
Applicant: Mr & Mrs K Julyan, 19 Cockles Rise, CREDITON, EX17 3JB

13. Mid Devon District Council - Planning Decisions

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

Reference: 17/01003/FULL
Proposal: Conversion of first floor and loft including insertion of dormer to form flat, internal and external alterations to improve access and demolition of rear lean-to extension
Location: 106 High Street, CREDITON, EX17 3LF
Applicant: Mr C Reed, Reed Construction & Development Ltd, 106 High Street, CREDITON, EX17 3LF

Reference: 17/01006/LBC
Proposal: Listed Building Consent for the conversion of second floor and loft including insertion of dormer to form flat, internal and external alterations to improve access and demolition of rear lean-to extension
Location: 106 High Street, CREDITON, EX17 3LF
Applicant: Mr C Reed, Reed Construction & Development Ltd, 106 High Street, CREDITON, EX17 3LF

Reference: 17/01212/ADVERT
Proposal: Advertisement Consent for the erection of 1 non-illuminated pole mounted sign
Location: CREDITON Arts Centre, East Street, CREDITON, EX17 3AX
Applicant: Mrs Rosemary Stephenson, CREDITON Arts Centre, East Street, CREDITON, EX17 3AX

Reference: 17/00678/FULL
Proposal: Erection of a dwelling (Revised Scheme)
Location: Parliament House, Parliament Street, CREDITON,
Applicant: Mr C Reed, Reed Construction & Development Ltd, 106 High Street, CREDITON, EX17 3LF

Reference: 17/01516/CAT
Proposal: Notification of intention to reduce the height of 1 Robinia tree by 3m within the Conservation Area
Location: The Old Palace, Church Lane, CREDITON, EX17 2AH
Applicant: Mr Stoneman, The Old Palace, Church Lane, CREDITON, EX17 2AH

Reference: 17/01360/FULL
Proposal: Change of use from Industrial Unit to Tool Rental Area (B2 - Sui Generis)
Location: CREDITON Tool Hire Commercial Premises
Applicant: Mr Phil Redstone, CREDITON Tool Hire, Unit 2 Marsh Road, Lords Meadow Industrial Estate, CREDITON, EX17 1EU

Reference: 17/01086/FULL
Proposal: Erection of a two storey building (Use Class B1) following demolition of existing storage building and alterations to vehicular and pedestrian accesses
Location: Ladds, Westward Business Centre, Mill Street, CREDITON

Applicant: Mrs V Ladd, C/o Mr N Cant, Peppercorn Cottage, Woodland Head, Yeoford, Crediton, EX17 5HF

Reference: 17/01445/OUT

Proposal: Outline for the erection of 2 dwellings following demolition of existing dwelling and formation of new entrance (Revised Scheme)

Location: Kenwith, Peep Lane, Crediton, EX17 3BD

Applicant: Mr J Tucker, Kenwith, Peep Lane, Crediton, EX17 3BD

Reference: 17/01432/FULL

Proposal: Erection of 2 new steel fabricated dug-outs on west side of football pitch following removal of existing dug-outs

Location: Crediton United AFC, Commercial Road, Lords Meadow Industrial Estate, Crediton

Applicant: Mr S Maule, Rydon Farm, Hittisleigh, Exeter, EX6 6JZ

Reference: 17/01529/HOUSE

Proposal: Erection of single storey and two storey extensions

Location: 14 Cromwells Meadow, Crediton, EX17 1JZ

Applicant: Mr & Mrs Hodge, 14 Cromwells Meadow, Crediton, EX17 1JZ

Reference: 17/01497/LBC

Proposal: Listed Building Consent for the replacement of windows to rear elevation

Location: 9 Union Road, Crediton

Applicant: Mr Andrew Wreford, West Park, Alexandra Road, Crediton, EX17 2DH

14. **Accounts Due for Payment and Receipts - To examine and agree the accounts due for payment, receipts, and bank transfers for the period 18th October 2017 to 21st November 2017 inclusive and to receive the bank reconciliation.** (The schedule of payments and receipts will be issued prior to the meeting.)
15. **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.)
16. **Budget Review - To review the budget for the year to date.** (The budget sheet will be issued prior to the meeting.)
17. **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.)
18. **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. It is recommended for this item to stand adjourned until the December Council meeting.)
19. **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. It is recommended for this item to stand adjourned until the December Council meeting.)
20. **To discuss and agree Crediton Town Council's precept for the financial year 2018-2019.** (The precept figures will be issued with the agenda. It is recommended for this item to stand adjourned until the December Council meeting.)

21. **To consider the Crediton Town Centre Traffic and Urban Realm Study Scoping Document and agree a course of action.** (A copy of the document will be issued with the agenda.)
22. **To appoint a lead Councillor to the Crediton Emergency Plan project following the resignation of Cllr Wyer.**
23. **To review the Council's Health & Safety Policy.** (A copy of the policy will be issued with the agenda.)
24. **To consider whether Crediton Town Councillors should be allocated individual Crediton Town Council e-mail addresses.** (Further information will be issued with the agenda.)
25. **To consider the asset transfer of Newcombes Meadow and Market Street toilets from Mid Devon District Council to Crediton Town Council and agree a course of action.** (Further information will be issued prior to the meeting.)
26. **To agree the Town Council's calendar of meetings for 2018.** (A copy of the calendar prepared by the Town Clerk will be issued with the agenda.)
27. **To resolve the dates the Town Council Office will be closed during the Christmas period.**
28. **To consider and comment on the Devon & Somerset Fire & Rescue Service Draft Integrated Risk Management Plan (2018 - 2022) Consultation.** (Further information will be issued with the agenda.)
29. **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.
30. **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. *Mid Devon Childrens Advisory Board Event – Learning*
2. *CTC - Remembrance Service & Parade*
3. *Boundary Commission - The 2018 Boundary Review*
4. *DCC - temporary 30mph A377 from 21-27 October 2017*
5. *DCC - Temporary 30mph A377 from 16 -20 October 2017*
6. *MDDC - Agenda Council Meeting 25.10.17*
7. *Co-operative Bank - Changes to terms and conditions*
8. *Community Safety - Cyber Awareness Event 6.11.17*
9. *Dartmoor National Park - Moor Otters - Thank You Celebration Event*
10. *Town Team - AGM – Invite to CTC*
11. *Planning & Development Surveyor - Meeting - land at Higher Road Crediton*
12. *MDDC - Council Offices Crediton*
13. *MDDC - Agenda Planning Committee 1st November 2017*
14. *MDDC - planning application Cromwells Meadow*
15. *MDDC - Environment Policy Development Group Agenda*
16. *MDDC - Agenda for Homes PDG*
17. *League of Friends Crediton Hospital - letter to DCC*
18. *R Wright - Aviva vote for CHAT*
19. *Devon Countryside Access Forum - new members sought*
20. *M Summerton - Farewell*

Matters To Note

1. *Member of the public - letter Courier*
2. *Britain in Bloom - Marking & Feedback Sheet*
3. *The 2018 Boundary Review*
4. *DCC - Pension Lines Special - October 2017*
5. *Healthwatch – Voices - Autumn 2017 [booklet held in office]*
6. *C.P.R.E. Devon - working together [booklets and details held in office]*
7. *MDDC - October Newsletter*
8. *Came & Company - Council Matters Autumn 2017*
9. *Police and Crime Commissioner - October Report*
10. *NHS - Community Briefing - Issue 3*
11. *NALC - Chief Executive's Bulletin October 2017*
12. *Sustainable Crediton - November Newsletter*
13. *Involve - Invite United against Dementia 5 December 2017*
14. *Devon Local Flood Risk Management Strategy - October 2017 Newsletter*
15. *Recycle Devon - Thank You Awards*
16. *Heart of the South West - October News*
17. *NALC Conference - Comments J Ross*
18. *DALC - Notice of staff shortage*
19. *DCC - Funding available for community projects*
20. *Turning Tides Project - Newsletter 008*
21. *MDDC - Press release - response to J28 of the M5*
22. *Healthwatch Devon - November e-bulletin*

31. Business brought forward

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

PART TWO

32. **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.**
33. **To receive an update on the recruitment of an Administrative Assistant and to agree a course of action.**
34. **To receive an update on the Crediton Council Office building and agree any actions required.**
35. **Close**