



To All Credition Town Councillors

You are hereby summoned to attend a **Full Council**, which will be held on **Tuesday, July 16, 2024, at 19:30 - 21:30, at Old Landscore School, EX17 3LP.**

This meeting may be livestreamed via Facebook in order to allow Members of the Public to watch the meeting.

The purpose of the meeting is to transact the following business.

Rachel Avery FSLCC

Town Clerk

Thursday, 11 July 2024

Please note that:

- Members of the Press & Public are invited to attend under the Public Bodies (Admission to Meetings) Act 1960. Members of the public will be given the opportunity to address councillors in attendance as part of the agenda.
- Under the Openness of Local Government Bodies Regulations 2014, any members of the public or press are allowed to take photographs, film and audio record the proceedings and report on all public sections of the meeting.
- Under the Local Government Act (LGA) 1972 Sch 12 10(2)(b), Credition Town Council is unable to make any decision on matters not listed within the agenda.
- Credition Town Council will always attempt to record and livestream meetings to Credition Town Council's social media platforms.

Members of the public are warmly invited to attend the meeting venue from 19.00 for refreshments. This is an opportunity to meet with councillors, discuss issues or ask questions.

AGENDA

2024/045 - Welcome and introductions

Opening of meeting by the Chair and member introductions

2024/046 - Public Question Time

To receive questions from members of the public relevant to the work of the council (a maximum of 15 minutes is allowed for this item; verbal questions should not exceed 3 minutes)

2024/047 - Apologies

To receive and accept Town Councillor apologies (apologies should be made to the Town Clerk)

2024/048 - Declarations of Interest and Requests for Dispensations

2024/048.1 - To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda

2024/048.2 - To consider any dispensation requests

2024/049 - Order of Business

At the discretion of the Chair, to adjust, as necessary, the order of agenda items to accommodate visiting members, officers or members of the public

2024/050 - Chair's and Clerk's Announcements

To receive any announcements which the Chair and Town Clerk may wish to make (for information only)

2024/051 - County and District Councillor Reports

To receive verbal reports from County and District Councillors (if any)

2024/052 - Councillor Reports from Outside Bodies

To receive verbal reports from Town Councillors (if any) from:

Hayward's Educational Foundation

Crediton United Charities

Devon Association of Local Councils (& Larger Councils Sub Committee)

Crediton Twinning Association

Boniface Link Association

Friends of Crediton Station

Sustainable Crediton

Boniface Trail Association

Crediton Chamber of Commerce

Okehampton Rail Forum

League of Friends of Crediton Hospital

Age Concern Trustee

2024/053 - Town Council Minutes

To approve and sign the minutes of the meeting held on Tuesday 25 June 2024, as a correct record (minutes will be issued with the agenda)

2024/054 - Town Council Committees and Sub-Committees

Planning and Town Strategy Committee on Tuesday 07 May 2024

Council Affairs and Finance Committee on Tuesday 14 May 2024

Planning and Town Strategy Committee on Tuesday 04 June 2024

2024/055 - Election of representative to outside body

To approve a representative to the North Devon Line Stakeholder Forum

2024/056 - Date of next meeting

To note that the date of the next meeting will be **Tuesday 17 September 2024**

2024/057 - Part II

To resolve that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following items as it involves the likely disclosure of sensitive and confidential information

2024/058 - Council Offices

To receive the report and consider the recommendations therein

2024/059 - Union Road toilet block

To receive the report and consider the recommendations therein

2024/060 - Reports Pack**Attachments – for internal use only**

[2024-06-25 - Full Council - Minutes.pdf](#)

[2024-05-07 - Planning and Town Strategy Committee - Minutes.pdf](#)

[2024-05-14 - Council Affairs and Finance - Minutes.pdf](#)

[2024-06-04 - Planning and Town Strategy Committee - Minutes.pdf](#)



Minutes of the Full Council of the Democratic Services held on Tuesday, June 25, 2024 at 19:00 at Old Landscore School, Greenway, Credition, EX17 3L

Present: Cllrs Steve Huxtable, Joyce Harris, Frank Letch (part meeting), Giles Fawssett, Georgina Stone, Rachel Backhouse, Paul Perriman and Natalia Letch,

Apologies: Cllrs Guy Cochran, Jim Cairney, John Downes and Liz Brookes-Hocking

Minute Taker: Rachel Avery, Town Clerk

MINUTES

2024/026 WELCOME AND INTRODUCTION

Cllr Huxtable opened the meeting and members introduced themselves.

2024/027 PUBLIC QUESTION TIME

There were no members of the public present, and no questions had been submitted.

2024/028 APOLOGIES

It was **noted** that the number of councillors in attendance was poor, but the meeting was quorate.

Decision: It was **resolved** to receive and accept apologies from Cllrs Cochran, Cairney, Downes and Brookes-Hocking. (Proposed by Cllr Backhouse)

2024/029 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

There were no declarations or requests for dispensations.

2024/030 ORDER OF BUSINESS

There was no requirement to change the order of business.

2024/031 CHAIR'S AND CLERK'S ANNOUNCEMENTS

There were no announcements.

2024/032 TOWN COUNCIL MINUTES

The minutes of the meeting held on 21 May 2024 were presented for approval. Cllr N Letch questioned the accuracy of the minutes, particularly concerning the organisation of this extra ordinary meeting, which was not reflected in the minutes. It was noted that the date of this meeting had been recorded as a decision at item 2024/018.

Decision: The minutes of the meeting held on 21 May 2024 were **approved**.
(Proposed by Cllr Harris, Cllr N Letch voted against)

2024/033 2023/24 ACCOUNTS

2024/033.1 TO RECEIVE AND NOTE THE CONTENTS AND RECOMMENDATIONS WITHIN THE INTERNAL AUDIT REPORT FROM THE COUNCIL'S INTERNAL AUDITOR FOR THE FINANCIAL YEAR 2023/24

The internal audit report for the financial year 2023/24 was received and noted. It was clarified that the internal auditor is appointed annually by Full Council.

2024/033.2 TO RECEIVE AND APPROVE THE COUNCIL'S ACCOUNTS FOR THE FINANCIAL YEAR 2023/24

The council's accounts for the financial year 2023/24 were received.

There was a discussion about the balance sheet, including specific line items including the tin pot handrail, which would be amended as part of a review of Earmarked Reserves in the next financial year and an increase in debtors, which was explained as a timing issue and the number of payments due to be made in the next financial year.

Decision: It was **resolved** to approve the accounts for the financial year 2023/24.
(Proposed by Cllr Harris)

2024/033.3 TO CONSIDER, APPROVE AND SIGN THE ANNUAL GOVERNANCE STATEMENT 2023/24 (SECTION ONE OF THE ANNUAL RETURN 2023/24)

The Town Clerk read out the governance statements, with approvals that all statements were correct.

Decision: The Annual Governance Statement 2023/24 was **approved** and signed.
(Proposed by Cllr Harris)

2024/033.4 TO CONSIDER, APPROVE AND SIGN THE ANNUAL ACCOUNTING STATEMENTS 2023/24 (SECTION TWO OF THE ANNUAL RETURN 2023/24)

It was noted that restated figures on Section 2 for the Annual Return from the previous year had been provided to regulate the timing of interest allocation from bank accounts.

Decision: The Annual Accounting Statements 2023/24 were **approved** and signed.
(Proposed by Cllr Harris)

2024/034 STANDING ORDERS

The Standing Orders were reviewed. There was an extensive discussion about voting procedures, specifically the use of secret ballots versus show of hands. Legal advice from Devon Association of Local Councils was read out, stating that voting must be by show of hands as per statutory requirements. Cllr N Letch expressed concerns about transparency and the need to protect councillors from potential public aggression.

Decision: It was **resolved** to adopt the Standing Orders. (Proposed by Cllr Harris, Cllr N Letch voted against)

2024/035 FINANCIAL REGULATIONS

The Financial Regulations were reviewed.

Decision: It was **resolved** to adopt the Financial Regulations. (Proposed by Cllr Harris)

2024/036 COMMITTEE TERMS OF REFERENCE

Committee terms of reference were discussed. There was a debate about the distribution of responsibilities between the Oversight Committee and the Community Committee.

Cllr N Letch proposed that twinning and the youth club responsibilities should be moved to the Community Committee Terms of Reference. With no votes in favour, the proposal failed.

Cllr F Letch joined the meeting at 19.55

Decision: It was **resolved** to approve the Terms of Reference, with no amendments. (Proposed by Cllr Fawssett, Cllr N Letch voted against)

2024/037 GRANT APPLICATION

A grant application from Bang Bang Boxing was considered. Councillors Brooks-Hocking and Backhouse had visited the applicant and confirmed that Bang Bang Boxing is a Community Interest Company (CIC) with appropriate safeguarding policies and qualifications, and held a national sport accreditation. It was noted that the CIC would invoice the business side of Bang Bang Boxing, which aligns with the council's grant policy and will offer a significantly reduced cost in order to provide the proposals. It was clarified that there is no policy restricting the first-time grants to a maximum of £1,000.

Decision: It was **resolved** to approve the grant of £1,250.00. (Proposed by Cllr F Letch)

2024/038 VIREMENT

The council discussed a virement of £5,000.00 from General Reserves to a new budget heading, 'Civic Functions'. This had been proposed to ensure that funds are available to support hospitality for visiting delegations from twinning towns and other civic functions. The discussion clarified that this virement would not be earmarked but would provide flexibility for the council to support such events as needed.

Decision: It was **resolved** to approve the virement of £5,000.00 from General Reserve into a new annual budget heading named 'Civic Functions'. (Proposed by Cllr Harris)

2024/039 FLAG PROJECT

The council reviewed a request from the Crediton Heart Project to pay £252.50 plus VAT for damage caused by a flag and bracket. The damage was due to the flag and

bracket falling off the building. Councillor N Letch asked the broader implications of flag displays, but it was noted that this was not on the agenda and would be discussed in a future committee meeting.

Decision: It was **resolved** to pay the invoice totalling £252.50 + VAT. (Proposed by Cllr Backhouse)

2024/040 CREDITON CLUSTER

The council received a report regarding the Crediton Cluster Group, which aims to foster communication and collaboration among local councils. It was noted that the group is growing and includes representatives from various neighbouring parish councils. The discussions highlighted the importance of a connected approach to address shared issues and the potential for a larger, unified voice when dealing with higher authorities.

Decision: It was **resolved** to approve Cllrs Cochran, Huxtable and Brookes-Hocking, with the possibility of adding one more member if needed. (Proposed by Cllr Fawssett)

2024/041 DATE OF NEXT MEETING

Decision: The date of the next meeting was noted as Tuesday, 16 July 2024.

2024/042 PART II

Decision: It was **resolved** to move into Part II under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, excluding the public and press. (Proposed by Cllr Huxtable)

2024/043 COUNCIL OFFICES

The report was received and discussed.

Decision: It was **resolved** to approve the recommendations within the report and approve an allocation of funds to obtaining legal advice.

2024/044 REPORTS PACK

Signed

Dated.....



Minutes of the Planning and Town Strategy Committee meeting held on Tuesday 7 May 2024 at Old Landscore School, Greenway, EX17 3LP

Present: Cllr Liz Brookes-Hocking, Steve Huxtable, Guy Cochran, Natalia Letch & Paul Perriman

Apologies: Cllrs J Harris and G Fawssett

In Attendance: Rachel Avery (part meeting)

Minute Taker: Emily Armitage

MINUTES

- 149 WELCOME AND INTRODUCTION:** Opening of meeting by the Chair and councillor introductions

The meeting was opened 19.01 at and members introduced themselves.

- 150 PUBLIC QUESTION TIME:** To receive questions from members of the public relevant to the work of the council

No members of public in attendance.

- 151 APOLOGIES:** To receive and accept Town Councillor apologies

It was **resolved** to receive and accept apologies from Cllrs J Harris and G Fawssett.
(Proposed by Cllr Cochran)

- 152 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS** To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda

Cllrs Cochran and N Letch declared that as members of more than one authority, any views or opinions expressed at the meeting would be provisional and would not prejudice any views expressed at a meeting of another authority.

To consider any dispensation requests: None

- 153 CLIMATE EMERGENCY:** To note that decisions will be made with the climate emergency at the forefront of decision and policy making

Noted.

- 154 ORDER OF BUSINESS:** At the discretion of the Chair, to adjust, as necessary, the order of agenda items to accommodate visiting members, officers or members of the public

There was no requirement to change the order of business.

- 155 CHAIR'S AND CLERK'S ANNOUNCEMENTS:** To receive any announcements which the Chair and Town Clerk may wish to make

There were no announcements.

- 156 PLANNING AND TOWN STRATEGY COMMITTEE MINUTES:** To approve and sign the minutes of the meeting held on Tuesday 02 April 2024, as a correct record

It was **resolved** to approve the minutes. (Proposed by Cllr Cochran)

- 157 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:

Ref: 24/00290/FULL

Proposal: Change of use of land to secure dog walking area, erection perimeter fencing and replace existing access with timber gate.

Location: Land at NGR 282641 100229 Tinpot Lane, Landscore

It was **resolved** to recommend no objection in principle, but to seek clarification about the change of use to commercial and if the change would be permanent should the business cease to operate. Concerns were raised as to how the business would be managed, the lack of welfare facilities, disposal of dog waste as no vehicular access, control of dog numbers, loss of trees and hedge boundaries for chain link fencing and how this will visually impact the environment. (Proposed by Cllr Brookes-Hocking)

Cllr Periman abstained from voting.

Ref: 24/00642/HOUSE

Proposal: Erection of porch extension following removal of existing structures (Revised scheme)

Location: Yeo Vale, Four Mills Lane, Crediton

It was **resolved** to recommend no objection as the plans look significantly better than the previous application and the extension would not be visible from Four Mills Lane or A377. The Conservation Officer would be looking at the application. (Proposed by Cllr Huxtable)

Ref: 24/00085/FULL

Proposal: Erection of 1 dwelling

Location: The Cott, Stanbury Court, Crediton

It was **resolved** to recommend, no objection subject to proposed parking space for 3 vehicles being shown in the curtilage of the property. Amenity space is outside the boundary and there are no plans for an upstairs toilet. Members expressed concern that the accommodation plans are falling below current design requirements. (Proposed by Cllr Brookes-Hocking)

158 MID DEVON DISTRICT COUNCIL PLANNING DECISIONS: Devon District Council, the determining Authority, has APPROVED the following applications with conditions as filed:

Ref: 23/01515/OUT

Proposal: Outline for the erection of 2 dwellings and with all matters reserved except access

Location: The Pound House, 48 Dean Street, Crediton, Devon

Ref: 24/00338/CAT

Proposal: Notification of intention to crown lift 1 Yew tree to 15m, reducing side branches by 3.5m and remove overhanging branches over garden from 1 Ash tree within a Conservation Area

Location: The Beeches, Old Tiverton Road, Crediton, Devon

Ref: 23/01833/LBC

Proposal: Listed Building Consent for installation of 14 replacement windows to Church, door to Manse and escape door and stairs to rear

Location: Congregational Church, High Street, Crediton, Devon

Ref: 23/01832/FULL

Proposal: Installation of 14 replacement windows to Church, door to Manse and escape door and stairs to rear

Location: Congregational Church, High Street, Crediton, Devon

Ref: 24/00286/HOUSE

Proposal: Conversion of existing garage to granny flat, to include replacement of flat roof with pitched roof, erection of store and porch

Location: Trebah, Alexandra Road, Crediton, Devon

The Decisions were **noted**.

Cllr Brookes-Hocking gave a verbal update on the most popular suggestions for future development of the land raised by attendees at the event:

- Community owned parkland farm
- Sustainable housing in size and energy
- Community led social housing
- Links with education and rural green skills
- Wildlife, biodiversity and health and wellbeing
- Local energy generation
- Establish a local leadership group for local land planning and invite stakeholders and landowners

Themes on Place, People and Public Value were discussed, and the following suggestion were made:

- Retaining good land for small holdings, market garden, outdoor education and small-scale agriculture
- Local food security and supply
- Housing and accommodation needs for all sectors of the community including single people
- No support for land being used for road access but support for sustainable transport, footpaths, cycle routes and links to public transport
- Workshop spaces near railway for local employment
- Steeps slopes opportunity for biodiversity and varied environments including woodland and scrub
- Focus on future for the next generation
- Public owned land should benefit the community and surrounding area
- Access to the outdoors for community wellbeing
- Locally led housing
- Accommodation for new build school
- Consult local communities and villages for potential impact on them
- Land to be multi-functional and contributing to prosperity
- Job creation and farming
- Local builders
- Education, land management, development of biodiversity and outdoor leisure and green jobs for the future
- Opportunity to create a parkland visitor/resident destination within the town
- Local employment via provision of employment hubs and workshops
- Opportunity to extend the cycle route

Cllr Brookes-Hocking will talk to Sustainable Crediton Climate Action Group for proposals for the next steps for creating a locally led leadership group. She will also put these comments into a report. DCC will need to be contacted again for further discussions.

160.1 CYCLE PATH: To receive the report and consider the recommendations therein

It was agreed for no further action to be taken and for the cycle path lines not to be requested for repainting in the future. It was agreed that the town council should not be paying for matters relating to the highway. It was commented that the cycle path does not appear to be well used, but appreciate the parked cars are causing visibility issues for a resident living on Jockey Hill. It was suggested to ask DCC to remove bicycle signs for clarity, but that this would likely be at a cost to the town council as it is not a priority for DCC. The Town Clerk suggested advising the resident to contact their County Councillor to request double yellow lines be painted to prevent cars parking and reducing visibility going up Jockey Hill. It was noted this would be a considerable length of the road to paint, which DCC would unlikely pay for.

160.2 KERBSIDE VEGETATION: To receive the report and consider the recommendations therein

Approximately 38 meters of the footpath on the right-hand side going up Jockey Hill is covered with weeds and the pavement has disappeared as DCC have not maintained it. Cllr N Letch advised that this would not be suitable for CUT volunteers to work on as it could be dangerous. The pavement on the opposite side which also requires work would be safer. The Town Clerk commented that landowners have a duty to maintain their own boundary hedges and that the town council should complete a land registry search to write to the homeowners responsible.

161 DCC TRAFFIC AMENDMENT ORDER: To consider Devon County Council's Disabled Parking & Control of Waiting Order 36 reference 6044 [DPS:NL:DEV001/798:B]

Members questioned DCC funding this work when they have refused to consider other requests for road safety measures from the town council which would benefit the whole town. The Town Clerk advised that it is a statutory duty for DCC to carry out work requested by disabled drivers.

162 CREDITON MASTERPLAN: To receive a verbal update from the Town Clerk and to make further comments on the document

The Town Clerk gave a verbal update of the comments made to MDDC, and it was **resolved** for Cllr Huxtable and the Town Clerk to write the report to formulate a response to Full Council on 21 May.

163 37 & 50 HIGH STREET

The Administrative Officer read out the two emails of complaint received from members of public. Cllr Cochran advised that MDDC has spoken to the property/business owner and that the Conservation Officer is investigating. It was agreed to send a link to the member of public so they can object to the Conservation Officer directly.

164 DATE OF NEXT MEETING

The date of the next meeting was noted as being Tuesday 04 June.
The meeting was closed at 20.41.

165 REPORTS PACK

Signed

Dated.....



Minutes of the Council Affairs and Finance Committee held on Tuesday, May 14, 2024 at 19:00 at Old Landscore School, EX17 3LP.

Present: Steve Huxtable, Rachel Backhouse, Liz Brookes-Hocking, Jim Cairney, Guy Cochran, Giles Fawssett, Joyce Harris, Frank Letch

Minute Taker: Rachel Avery, Town Clerk

MINUTES

185 WELCOME AND INTRODUCTION

Cllr Huxtable opened the meeting and members introduced themselves.

186 PUBLIC QUESTION TIME

There were no members of the public present.

187 APOLOGIES

Decision: It was **resolved** to receive and accept apologies from Cllrs Cairney and Harris. (Proposed by Cllr Cochran)

188 DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS

188.1 TO RECEIVE DECLARATIONS OF PERSONAL INTEREST AND DISCLOSABLE PECUNIARY INTERESTS (DPI'S) IN RESPECT OF ITEMS ON THIS AGENDA

Cllr F Letch declared a personal interest in the grant request from CISCO. It was clarified that neither the member nor their spouse would receive any of the grant money.

188.2 TO CONSIDER ANY DISPENSATION REQUESTS (REQUESTS SHOULD BE MADE TO THE TOWN CLERK PRIOR TO THE MEETING)

There were no dispensation requests.

189 ORDER OF BUSINESS

There were no amendments to the order of business.

190 CHAIR'S AND CLERK'S ANNOUNCEMENTS

There were no announcements.

191 COUNCIL AFFAIRS AND FINANCE COMMITTEE MINUTES

Decision: It was resolved to approve and sign the minutes from the meeting held on 23 January 2024. (Proposed by Cllr Cochran)

192 FINANCE

192.1 TO RECEIVE AND APPROVE TRANSACTIONS BETWEEN 01 APRIL 2024 AND 30 APRIL 2024

Decision: It was **resolved** to approve transactions between 01 April 2024 and 30 April.
(Proposed by Cllr F Letch)

192.2 TO RECEIVE AND APPROVE THE BANK RECONCILIATION TO 30 APRIL 2024

Decision: It was **resolved** to approve the bank reconciliation to 30 April 2024. (Proposed by Cllr F Letch)

192.3 TO NOTE BANK ACCOUNT BALANCES TO 30 APRIL 2024

Bank account balances to 30 April 2024 were **noted**.

193 GRANT FUNDING

A grant request from CISCO was considered. The committee reviewed the available budget and confirmed that there was sufficient funding remaining.

Decision: It was **resolved** to award a grant of £432.00. (Proposed by Cllr Backhouse)

194 PARISH CHARTER REVIEW

The committee discussed the contents of the report relating to MDDC's consultation on the Parish Charter and Planning Charter. Members provided additional comments:

- Clarification of how MDDC defines a well organised, proactive, informed and willing local council
- Request to reinvestigate the use of CIL rather than S106 funding for developments
- Requirement to provide mission statements at the beginning of each document
- Development of scheme for consultation on local plans and other supplementary planning documents
- 90% of the planning charter relates to applications, but significant applications have already been through various stages and local councils should be consulted on earlier in that process.

Decision: It was resolved to approve the response, with the additional comments.
(Proposed by Cllr Brookes-Hocking)

195 CREDITON YOUTH SERVICE UPDATE

A report regarding the Crediton Youth Service was received. The committee discussed the positive impact of the service on the community and expressed satisfaction with its progress, however a draft 5-year strategic plan has not been forthcoming. It was agreed that the Town Clerk would provide a draft document at the next meeting of this committee.

Task: Next Youth Sub-Committee meeting would be held on Tuesday 09 July 2024 at 18.00 @Town Clerk

196 REVIEW AND ADOPTION OF POLICIES

Accessibility Statement

The following amendments were requested:

- CTC would respond to requests within 10 days
- The provision of braille documents would be investigated.

Decision: It was **resolved** to approve the Accessibility Statement (Proposed by Cllr F Letch)

DBS Handling Policy

Decision: It was **resolved** to approve the DBS Handling Policy. (Proposed by Cllr Cochran)

Protocol for Meeting with Developers

It was request to add 'and Landowners' to the policy title.

Decision: It was **resolved** to approve the Protocol for Meeting with Developers and Landowners. (Proposed by Cllr Brookes-Hocking)

Investment Strategy

Decision: It was **resolved** to approve the Investment Strategy. (Proposed by Cllr Cochran)

Recruitment of Ex-Offenders

Decision: It was **resolved** to approve the Recruitment of Ex-Offenders policy. (Proposed by Cllr Cochran)

Value for Money Statement

This policy would be considered at the next meeting of this committee.

Task: Agenda item for next meeting of committee @Town Clerk

197 PUBLIC QUESTION TIME

It was noted that this item would be considered by Full Council on Tuesday 21 May 2024.

Task: Agenda item for Full Council @Town Clerk

198 DATE OF NEXT MEETING

The date of the next meeting was confirmed as Tuesday 11 June 2024.

199 PART II

The committee resolved to exclude the public and press from the meeting for the following items, which involved sensitive and confidential information. No further details or discussions were provided.

200 VEXATIOUS COMPLAINTS

The enacted Vexatious Complaint Procedure was reviewed, and further actions were considered, for approval by Full Council.

201 COUNCIL OFFICES

The Town Clerk provided a verbal update.

202 REPORTS PACK

Signed

Dated.....



Minutes of the Planning and Town Strategy Committee held on Tuesday, June 4, 2024 at 19:00 in Old Lanscore School, EX17 3LP

Present:	Cllrs Liz Brookes-Hocking, Jim Cairney, Joyce Harris, Steve Huxtable, Giles Fawssett, Natalia Letch and Paul Perriman
Apologies:	Guy Cochran
In Attendance:	Cllr Frank Letch (part meeting)
Minute Taker:	Emily Armitage & Emma Anderson

MINUTES

1 ELECTION OF CHAIR FOR 2024/25

Decision: It was **resolved** to elect Cllr Brookes-Hocking as Chair. (Proposed by Cllr Huxtable)

2 ELECTION OF DEPUTY CHAIR FOR 2024/25

Decision: It was **resolved** to elect Cllr Fawssett as Deputy Chair. (Proposed by Cllr Brookes-Hocking)

3 WELCOME AND INTRODUCTION

The meeting was opened at 19.00 and Cllrs introduced themselves.

4 PUBLIC QUESTION TIME

No members of the public present.

5 APOLOGIES

Decision: It was **resolved** to receive and accept apologies from Cllr Cochran. (Proposed by Cllr Harris)

6 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Cllrs N Letch and Cairney declared that as members of more than one authority, any views or opinions expressed at the meeting would be provisional and would not prejudice any views expressed at a meeting of another authority.

7 CLIMATE EMERGENCY

Noted.

8 ORDER OF BUSINESS

There was no requirement to change the order of business.

9 CHAIR'S AND CLERK'S ANNOUNCEMENTS

There were no announcements.

10 COMMITTEE MEETING MINUTES

Decision: It was **resolved** to approve the minutes of the Planning & Town Strategy Committee (Proposed by Cllr Fawssett)

Decision: It was **resolved** to approve the minutes of the Community & Environment Committee (Proposed by Cllr Harris)

11 MID DEVON DISTRICT COUNCIL PLANNING APPLICATIONS:

Ref: 24/00358/HOUSE

Proposal: Erection of garage and ancillary accommodation

Location: Gamlens, Exhibition Road, Crediton, Devon

Decision: It was **noted** that the application has been approved.

Ref: 24/00533/FULL

Proposal: Siting of containers to provide equipment storage, cooking, washing and changing facilities

Location: Land at NGR 284406 100511 Lords Meadow Leisure Centre Commercial

Decision: It was **resolved** to recommend no objection. (Proposed by Cllr Harris)

Ref: 24/00737/HOUSE

Proposal: Erection of single storey rear extension

Location: 9 Waresfoot Drive, Crediton, Devon

Decision: It was **resolved** to recommend no objection, however, note the loss of green space and that the porous pavements will do nothing in a heavy rain event. (Proposed by Cllr Brookes Hocking)

Ref: 24/00776/CAT

Proposal: Notification of intention to remove 1 Willow tree within the Conservation Area

Location: Claremont, Searle Street, Crediton

Decision: It was **resolved** to recommend no objection subject to the Tree Officer agreeing that the tree needs to be felled due to it causing damage to the property and that the tree be replaced in a suitable location to the street scene. (Proposed by Cllr Perriman)

12 MID DEVON DISTRICT COUNCIL PLANNING DECISIONS:

The decisions were noted.

13 BUS SHELTER COMPLAINT

It was agreed for Cllr Perriman as representative for Friends of Crediton Station to enquire who might be the best contact at Network Rail as they are likely the landowners. Cllr Brookes-Hocking suggested to ask Full Council for approval to release funds to move the redundant shelter to the desired location at Redlands.

Decision: Cllr Perriman was assigned to inquire about the best contact at Network Rail regarding the bus shelter issue at Redlands Surgery.

Task: Follow up on Bus Shelter Issue @Paul Perriman

14 DCC TRAFFIC AMENDMENT ORDER - TRO - ENV ID 6076

Cllr Huxtable advised he has sent an email to DCC to ask the reasons for the TRO, as they have not been listed. He will speak to the local residents to enquire why this is being done. Members could not see any reason for the parking being taken away but appreciate property is being damaged by delivery vehicles due to access difficulties.

Decision: Cllrs Brookes Hocking and Huxtable were delegated responsibility to follow up on the DCC Traffic Amendment Order.

Task: Follow up on DCC Traffic Amendment Order @Steve Huxtable, Liz Brookes-Hocking

15 ALLOTMENTS

Cllrs Fawssett and Huxtable agreed to support the Administrative Officer with allotment inspections where possible.

16 MDDC WASTE AND RECYCLING DROP-IN SURGERIES

Members agreed to email the Administrative Officer with any problem areas where residents are not recycling. East Steet council flats and Baptist Chapel Court were recognised as areas of concern.

17 JOCKEY HILL

The Deputy Clerk advised that an email had been sent to Cllr Frank Letch from a local resident, regarding the serious incident at the bottom on Jockey Hill on 12 May and general speeding issues in that area. The resident requested a speed camera be installed. This request was sent to Devon County Council (DCC) and the response from DCC's Safety Team was in line with those received previously explaining that the data for Jockey Hill shows that the average speed was compliant so at present DCC would not be involved. Following this, DCC's Safety Team followed up with a second response advising that the validated data for the last five years 2018 – 2023 shows during this time there have been two. Jockey Hill does not qualify to be considered under its cluster review process, based on the number of recorded injury collisions.

Cllr Huxtable advised that DCC's data is not consistent with the evidence gathered from the local Speed Watch team, which has recorded several instances of speeding. Cllr Huxtable suggested that more Speed Watch sessions are organised on Jockey Hill, with all speeds noted and recorded in order that evidence of excess speed can be collated, and a case presented to DCC.

Decision: It was **resolved** to record and collate additional data, via Community Speed Watch sessions, and build a case to put forward to DCC. (Proposed by Cllr Huxtable).

Task: Collect Speed Watch Data on Jockey Hill @Steve Huxtable

18 LITTER BINS NEAR TARKA VIEW

Decision: It was agreed to approach Mid Devon District Council (MDDC) and request the installation of a bin at the bottom of one of the footpaths that joins Tarka View and Exeter Rd, or whether an existing bin at the Wellparks bus stop could be relocated to this position as the bus stops are no longer in use. It was agreed to assess which option would be more cost effective.

Task: Contact MDDC to request installation of a bin @Deputy Clerk

It was also requested that staff contact the Tarka View developers or management company to find out when the hedge will be cut as the footpath on Exeter Road is impassable in places.

Task: Contact Tarka View developers or management company to find out when the hedge will be cut as the footpath on Exeter Road is impassable in places. @Administrative Officer

19 CREDITON URBAN TASKFORCE [CUT!]

Cllr N Letch provided an update following a productive session around the War Memorial on 1 June. Cllr Letch expressed the need for more volunteers and planned to include a piece in the Courier encouraging residents to maintain the area outside their home if they do not have time to come along to the [CUT!] sessions. It was agreed to publicise this in the next newsletter.

20 BRITIAN IN BLOOM 2024

The Deputy Clerk advised that the Britain in Blooms judges will be visiting on 16 July and Bert will be joining them on the judging route. 9 It's Your Neighbourhood entries will be judged on the same day.

Cllr Huxtable suggested linking this to the [CUT!] publicity discussed previously and encourage residents to send in before and after photos if they tidy the areas outside their homes in readiness for the judging.

21 DATE OF NEXT MEETING

The date of the next meeting was noted as being Tuesday 02 July 2024.
The meeting was closed at 20.10.

22 REPORTS

Signed

Dated.....