



Credition Town Council



Minutes of the Meeting of the Finance & General Purposes Committee held on Tuesday 10 July 2012

Present:	Councillors	Miss J Harris (Chairman) Mr F Letch Mrs L Conyngham Mr B Dixon Mr M Szabo Mrs E Brookes-Hocking
Absent	Councillors	Mr A Leighton Plom
In Attendance:	Councillors Clerk Public Press	Mr N Way Mr M Ashley 1 (Allotment Association Representative) 1

AGENDA ITEMS *(for discussion and determination)*

26 Apologies

Apologies were received & accepted from Councillor T Connell for medical reasons and Councillor G Ford for personal reasons.

27 Declarations of Interest

Code of Conduct	Councillor Way	As a member of more than one authority, declared that any views or opinions expressed at this meeting would be provisional and would not prejudice any views expressed at a meeting of another authority.
-----------------	----------------	---

28 Meeting Management

Not required.

29 Public Question Time

There were no public questions.

30 Chairman's & Clerk's Announcements

The Council Chairman informed members that he attended the Twinning Association's BBQ and committee meeting. Members were also reminded that the visitors from Avranches would be coming to Credition next year to celebrate the twentieth anniversary of the twinning arrangement and consideration would need to be given to additional support and possible funding.

The Assistant Town Clerk reported that both Clerks would be on a training course on Friday 13 July and also that the Peoples Park and Scout Memorial Gardens Working Group meeting scheduled for the 24 July would be postponed to Tuesday 7 August 2012.

31 Finance & General Purposes Committee Minutes

The minutes of the General Purposes Committee meeting held on 12 June 2012 were received and approved as a correct record.

32 Matters Arising

Minute 10.b: Councillor Szabo expressed concern over the process that had authorised the planting of a hedge at the Barnfield allotment site. Despite some differences of opinion, members felt that such issues could legitimately be dealt with under the "Boniface Allotments Association Issues" agenda item. It was, however, emphasised that access to the tap near to the Barnfield fence would still be necessary.

Minute 23: An update on the issue of the hedges and weeds along Exeter Road was requested. The Clerk reported that the County Council Officer had been contacted a number of times and that it was hoped that action would follow.

Minute 24: Councillor Dixon reported that a County Council Officer had been weed-spraying in Searle Street.

33 Peoples Park and Scout Memorial Gardens Working Group Notes

a) The meeting notes of the Peoples Park and Scout Memorial Gardens Working Group meeting held on 20 June 2012 were received and noted.

Councillor Way entered the meeting.

b) Concerns were expressed over the role of the Town Clerk as Project Co-Ordinator, as the employment of a Project Manager was supposed to relieve the Town Clerk of additional work burdens associated with the project. Concern was also expressed that an application for TAP, (Town and Parish), funds had already been made to the District Council. Some members felt that the issue should have been decided by Council prior to an application being made. It was, however, also pointed out that the Project Manger's role was to seek additional funding for the project, which is exactly what he had done. The County Ward member did note that there was unlikely to be decision until the autumn as other Parishes and groups were suggesting their own projects.

The proposal by Councillor Adams, seconded by Councillor Brookes-Hocking, that the Town Clerk's appointment as Project Co-Ordinator not be approved, Note 2, and that this minute be returned to the Working Group for consideration of deletion was approved by Councillors. Councillor Szabo requested that his vote against the resolution be recorded. Further, a proposal of Councillor Brookes-Hocking, seconded by Councillor Dixon, that the recommendation to accept the report arising from the "Spaces By Design" workshop as the basis for future planning of the wildlife area, Note 8f, not be approved was agreed by members, although it was stressed that the Council was in favour of developing the wildlife area.

The remaining recommendations of the Peoples Park and Scout Memorials Working Group were approved.

34 Floral Crediton Working Group Notes

a) The meeting notes of the Crediton In Bloom Working Group meeting held on 19 June 2012 were received and noted.

b) The recommendations of the Crediton In Bloom Working Group were approved with the exception of the final part of Note 1c, the appointment of the Town Clerk as the working group Co-Ordinator, which was not approved.

35 Allotments

a) The Clerk updated members on current issues, vacancies and the present state of the waiting list. There were no major issues outstanding.

b) The Allotment Association representative gave a report of recent association activities; namely:

1. The results of the recent plot inspections and follow up actions and results. It was reported that the Association plans to conduct a similar exercise three times a year.
2. The annual allotment competition judging had been carried out by the

professional gardener from the National Trust's Knighthayes Court and was considered to be a great success. The allotment association representative thanked the Council for supporting this judging initiative. The Council Chairman also reminded all concerned that the judging results are still confidential.

c) There were no other allotment tenants present.

The Allotment Association representative left the meeting.

36 Planning

a) *Planning Decisions*

The Planning Decisions were noted.

Councillor Dixon expressed concern at the lack of awareness at County Council level of the proposed development at Red Hill Cross, Application 11/00602/MOUT, with the implications of the application to additional burdens across the town's infrastructure. He also re-iterated his objection to this application.

b) *Planning Applications*

The only application under consideration for comment was deferred.

c) *Supplementary Applications and Applications/Items for Determination week ending 10 July 2012*

None.

37 Finance

a) *The Schedule of Accounts*

The Schedule of Accounts, Cheque numbers 3513 to 3524 and one Direct Debit, Reference Number 4495, totalling £8,194.00, was approved.

b) *Donation Requests*

Councillor Brookes-Hocking proposed removing this item as an automatic agenda item following the review of the Council's donations policy and process. The proposal was seconded by Councillor Dixon and approved by Councillors. The Clerk was also requested to check upon the status of the letters to be sent to organisations receiving an annual donation.

38 Mid Devon District Council

a) *Town & Village Character Assessment*

The draft document from the District Council, Town and Village Character Assessment, was received and noted. Councillors made the following observations:

1. Public transport services were considered to be "good", not "excellent", (Credon section page 2, "Movement").
2. The link road to be built between Exeter Road and the Lords Meadow industrial estate will not significantly improve traffic conditions in the High Street and town centre, a fact recognised by the County Council, (Credon section page 2, "Historic Core").
3. Councillors were interested and pleased to see the inclusion of the remnants of the medieval, cob town wall, (Credon section page 6, "Other Important Features").
4. That views from Union Road out over Downshead had been omitted, (Credon section page 6, "Views").

Additionally, although in Credon Hamlets Parish, it was noted that the ancient road cutting known as Cromwell's Cutting on the Holcombe Hamlets Road from Landscore had been omitted, (Yeoford section).

b) *Register of Heritage Assets*

The District Council's invitation to nominate heritage assets in the town for inclusion in the Register of Heritage Assets was received and noted. Councillors commended the District Council for this important initiative. It was, however, agreed to defer this item to the next Town Council meeting to permit Councillors and the public to consider suggestions for assets to nominate.

39 Sustainable Communities Consultation

The second round consultation document on the Sustainable Communities Act 2007 from the Department for Communities and Local Government was received and considered. Councillor Dixon proposed that the Council strongly supports the powers for local councils to submit Sustainable Communities Act proposals, (Section 2, paragraph 2.2). Members approved of this proposal.

40 Churches Housing Action Team, Mid Devon

- a) The request for support and participation in next year's Big Sleep-Out event, Friday 28 June 2013 was considered. Members agreed that the Team's efforts were to be applauded and that the Council supports this event. Participation would be down to individual councillors.
- b) The request to have the team's website link on the Town Council's website links page was considered. Councillor Adams proposed, seconded by Councillor Brookes-Hocking, that the link be placed on the Council's website. This was approved. It was noted that there were 403 people looking for accommodation in the town currently.

41 Upper Deck Memorial Planting and Plaque

The request from a town resident for a memorial plant with an associated plaque to be placed at Upper Deck was considered. Councillor Szabo noted that the ground level shrubs are not thriving as the larger, mature trees were both depriving them of water and shading them. Councillors agreed to permit the planting of a memorial plant with associated memorial plaque subject to the Council giving final approval of the plant type and plaque design.

17. Crediton & District Swimming Club

The request by the swimming club for Council support in objecting to the size of increase in the Leisure Centre's pool hire charges was considered. Councillors noted that swimming pools are a major drain on sports centre resources and that the swimming club's letter only covered the percentage increase, not the actual sums, however members felt that a 33% increase in hire charges for the pool is grossly excessive for a facility benefiting local people. Members also wished to remind the District Council of the townspeople's significant financial input in providing the pool in the first place.

18. DALC Larger Councils Sub-Committee – Representative's Report

The Council's Representative to the Larger Councils Sub-Committee's reported to members on the last meeting of the Sub-Committee. Councillor Brookes-Hocking highlighted the Churches, Charities and Local Authorities mutual fund with higher interest rates. Members agreed that this was worth further investigation. Councillor Brookes-Hocking also drew members' attention to the DALC conference on 6 October 2012, emphasising the neighbourhood planning workshop and that Councils are being encouraged to send more than one delegate.

19 Administration and Personnel Sub-Committee

The Clerk reported the two items that had already been submitted for agenda items in advance of the next Administration and Personnel Sub-Committee meeting of 17 July 2012. Councillor Letch proposed that the Sub-Committee meeting be attended by Council members only. The motion was seconded by Councillor Brookes-Hocking and approved by members. The Clerk was requested to check the Town Clerk's availability on Thursday 12 July for an update on staffing issues.

20 Correspondence Received

Correspondence

1. Mrs H Hooper – Card: Thank You Card for Help With Dog Mess Issue.
2. Scope – Letter: Notification of House to House Collection Dates; 2013 and 2014.
3. CTC – Application Form: Listed Building Consent for Noticeboard on The Old Town Hall.

4. Mr P Vincent – Invitation: Mayor’s Invitation to Official Opening of PIANO, Sat. 7 Jul. 2012.
5. Mr J Smye – e-mail: Confirmation of Application for Awards For All Grant Funding.
6. DALC – Newsletter: Jul.-Aug. 2012, (*Code of Conduct Briefing*).
7. Tarka Rail Association – Letter: Request for Sponsorship of new Walking Guide. (*Future Agenda Item*)
8. Bow Software – Letter: Change of Address and Terms and Conditions. (*Admin & Personel Agenda Item*).
9. Miss P.Elston – Letter: Request for Assistance in Relocating to Crediton. (*Acknowledged & Passed to MDDC*).
10. MDDC – e-mail: Response to CTC on Item 9.
11. Crediton Twinning Association – Letter: Thank You Letter for Annual Donation.
12. MDDC – Update & Briefing: Connecting Devon & Somerset – Improving Broadband Provision.
13. Cllr N Way – Letter: Lords Meadow Leisure Centre Proposals Issues. (*Future Agenda Item*).

Information

1. CCoD – Newsletter: Village Green, Summer 2012.
2. Clerks & Councils Direct – Newsletter: Jul. 2012.
3. Boniface Link Association – Newsletter: July 2012.
4. SLCC – Magazine: The Clerk – July 2012.
5. NHS Blood & Transplant Service – Poster: Blood Donation Sessions in Crediton. (*Poster on Noticeboard*).

Business Brought Forward

21 Telephone Callbox Foundations in Butt Parks

Councillor Letch requested that the County Ward member investigate the making good of the foundation area of a telephone callbox that had been removed from outside his house which had never repaired or tarmacked over.

22 St Lawrence Green Callbox

Councillor Szabo reported that the telephone callbox on the green had now been repainted by British Telecommunications Plc.

23 Creddy Local Action Group

Councillor Szabo reported attending the Community Safety Partnership’s local action group. It was also reported that the possibility of using probation and community service resources was being investigated, although members noted that earlier attempts to utilise such resources had not been very successful.

24 Plough and Share Credit Union

Councillor Way highlighted the arrival in Crediton of the credit union, Plough and Share and recommended that people attend the forthcoming public meeting.

25 Hawkins Way to Mill Street Footpath

Councillor Conyngham requested whether the Hawkins Way path had been adopted & who cleans it as the path is in quite a state. The Clerk agreed to find out and report back to the Councillor.

26 Overgrown Flora, Penton Lane

Councillor Conyngham reported that the foliage lining Penton Lane had become seriously overgrown and needed cutting back. It was also reported that some of the trees looked as if they may be in a dangerous condition. The Clerk agreed to contact the County Council to get immediate safety work undertaken. If not satisfactorily dealt with, the matter would go to the Parish Paths Partnership Sub-Committee.

27 Telephone System Outage

Councillor Adams reported that the telephone system failure had affected the whole area, including as far afield as Exeter, & Tiverton.

28 Floral Crediton Garden Competition

Councillor Letch announced that the judging of the gardens in the Floral Crediton Garden Competition had taken place on the 4th and 5th of July with almost thirty entries into the competition.

Meeting closed at approximately 21:34 .

Signed:

(J Harris, Chairman)

Date:

Crediton Town Council

PLANNING DECISIONS AND APPLICATIONS FOR THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING 10 JULY 2012

Planning Decisions – as notified by the Planning Authority:

DECISION	Type – Decision
	Reference: 09/01236/FULL/NMA Non-Material Amendments
	Address: 4 Okefield Avenue Crediton Devon EX17 2DJ
	Description: Erection of extension
	Decision: Grant permission
Web link: 09/01236/FULL/NMA	
CTC Comments: N/A	

DECISION	Type – Decision
	Reference: 12/00466/FULL Full planning application, registered 29/03/2012
	Address: 2 Charlotte Street Crediton Devon EX17 3BB
	Description: Sub-division of number 2 Charlotte Street to form 2 dwellings
	Decision: Grant permission
Web link: 12/00466/FULL	
CTC Comments: NO OBJECTION – however, councillors were concerned that this may represent over development of a small site and questioned whether the proposal would create a dwelling of adequate or habitable size.	

DECISION

Type – Decision

Reference: **12/00657/FULL** Full planning application
Address: 55 Greenway Crediton Devon EX17 3LP
Description: Erection of first floor extension and conversion of garage to ancillary accommodation
Decision: **Grant permission**

Web link: 12/00657/FULL

CTC Comments: NO OBJECTION.

DECISION

Type – Decision

Reference: **12/00671/FULL** Full planning application
Address: 26 Cromwells Meadow Crediton Devon EX17 1JZ
Description: Alterations to canopy over front elevation
Decision: **Grant permission**

Web link: 12/00671/FULL

CTC Comments: NO OBJECTION.

DECISION**Type – Decision**

Reference: **11/00602/MOUT** Major Outline Application, registered 20/04/2011
Address: Land and Buildings at NGR 284319 100945 (Lake View) Old Tiverton Road Crediton Devon
Description: Outline for the erection of up to 135 dwellings and associated works
Decision: **Grant permission**

Web link: [11/00602/MOUT](#)

CTC Comments: Object – Members restated their previous objections, namely: “unless more suitable pedestrian and public transport routes to the town centre are included. Members suggested a pedestrian route via the higher site through the cemetery extension, cemetery and Penton Lane together with the provision of a footpath along the Rugby Club side (N) of Exhibition Road. It was also noted that the development would not have adequate direct public transport links to the town centre or railway station. In addition, members requested that the Planning Authority ensures that adequate off-street parking is provided for all housing. Members noted the location of the surface water attenuation areas and asked whether the Planning Authority could discover whether these could be used as possible areas of Public Open Space”. In addition, some of the assumptions made in the supporting report are no longer valid, especially concerning public transport given the recent cuts in bus services, and could worsen with possibly more cuts to come. Air Quality will also suffer, especially in Exeter Road with another over 100 vehicles per day increase. The infrastructure of Crediton’s roads is insufficient for an increase in 135 households’ vehicular movements.

Planning Applications**APPLICATION****Type – Application – Deferred from Jun. TC**

Reference: **12/00459/MOUT** Major Outline Application, registered 12/06/2012
Address: Land at NGR 283829 99476 Former Railway Land Fordton Crediton
Description: Outline for the erection of 8 houses and 2 flats and formation of new vehicular and pedestrian access

Web link: [12/00459/MOUT](#)

Deferred -

Crediton Town Council

SCHEDULE OF ACCOUNTS SUBMITTED TO A MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE 10 July 2012

Cheque Number		Ref	Comment		Amount	Total
3513	Crediton Parish Church	4496	Jubilee Order of Service Printing	LGA '72 S111		60.00
3514	Peter Davis	4497	SMG Consultancy Work	OSA 1906 S10		1,382.58
3515	MDDC	4498	Payroll Jun. 2012	LGA '72 S111	4,792.58	
		4505	IT Support Jul. 2012	LGA '72 S111	216.00	5,008.58
3516	Hoopers Services	4499	People's Park 6th Cut	OSA 1906 S10		105.00
3517	Hoopers Ground Maintenance	4500	Peoples Park Path Chippings	OSA 1906 S10		60.00
3518	Cllr M.Szabo	4501	Training Travel Expenses	LGA '72 S111		20.80
3519	Jonathan Smye	4502	Peoples Park Consultancy Work	OSA 1906 S10		733.70
3520	Phillips Stationers	4503	Newsletter & Stationery	LGA '72 S111/S142		183.70
3521	Touchwood Signs	4504	Flower Tower Sponsorship Signs	LGA '72 S111		11.20
3522	Mr Paul Vincent	4506	Jubilee Celebration Costs& Expenses	LGA '72 S111		390.68
3523	Concorde Copiers	4507	Printer Costs Jun. 2012	LGA '72 S111		39.74
3524	John Gillard Cleaning Services	4508	Lloyds & OTH Bus Stop Cleaning	LGMPA 1953 S4		150.00
N/A	To be Paid by D/Debit 1 Aug. 2012					
	South West Water	4495	Allotments Exhibition Ed.	SHAA '08 S26		48.02
Total						8,194.00

Crediton Town Council

BANK BALANCES SUBMITTED TO A MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE 10 July 2012 (As @ 5 July 2012)

Lloyds Current	695.76
Precept Reserve	50,833.29
Reserves	42,558.43
Petty Cash	68.16
Income Petty Cash	11.15
Total	94,166.79

Crediton Town Council

Crediton Town Council

ASSETS & COMMITMENTS SUBMITTED TO A MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE 10 July 2012 (As @ 5 July 2012)

Bank & Cash Holdings	94,166.79
VAT	13,938.09
Creditors (Suppliers & Liabilities)	-8,194.00
Debtors (Customers)	1,512.13
Total	101,423.01