



Minutes of the Meeting of the Town Council held on 17 February 2009

Present:	Councillors	Mr F Letch (Chairman) Mr W Brown Miss J Harris Mrs A Hughes Mr N Way (part meeting) Mrs L Brookes-Hocking Mr P Finnegan (part meeting) Mrs L Scarbrough Mr R Wright
In Attendance:	Clerk Chairman CAMM Press	Mr M Maggs Mr D Coryton 1

## AGENDA ITEMS

#### 210. Apologies

Apologies were received from Councillors Nation, Downes and Adams (all personal). Councillor Way would arrive later. Councillor Finnegan would need to leave the meeting early.

## 211. Declarations of Interest

Prejudicial	Councillor Harris	Minute 219b Application 09/00081/FULL			
Personal	Councillor Brookes-Hocking	Minute 219b Application 09/00115/LBC			
Code of Conduct	Way and Wright	As members 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.			

# 212. Public Question Time

None.

## 213. Chairman's & Clerk's Announcements

The Clerk had no announcements to make.

The Chairman reported that the Mayor's (Chairman's) Surgeries were going well and proving to be very useful.

The Deputy Mayor had agreed to substitute for him on 8 March at the opening of a new High Street shop. He reported that five new businesses would be opening and seem to indicate that Crediton was "bucking the trend".

# 214. Town Council Minutes

The minutes of the Town Council meeting held on 20 January 2009 were received and approved as a correct record.

#### 215. Matters Arising

*Minute 192d:* the Chairman and Clerk provided an explanation for the decision not to proceed with a formal presentation. The previous meeting, where a presentation was due to take place, had been cancelled due to the bad weather conditions. It had proved difficult to rearrange another presentation. However, full paper and/or electronic papers would be provided in advance of the Council's debate on the application.

#### 216. Administration and Personnel Sub Committee Minutes

#### a) Minutes

The minutes of the Administration and Personnel Sub Committee meeting held on 10 February 2009 were received and noted.

b) Recommendations

The recommendations of the Sub Committee were approved as minuted.

#### 217. Matters Arising

*Minute 6b(ii):* the date was confirmed.

#### PART TWO

In view of the sensitive and confidential nature of the business to be transacted, it was agreed, in the public interest, that the press and public be excluded and instructed to withdraw for the duration of discussion on the following item only (CCTV).

#### 218. CCTV

a) Presentation

The Chairman introduced Mr Demitri Coryton (Chairman of CAMM - Crediton Area Management & Marketing) and CCTV Working Group.

The CCTV Working Group Chairman provided a brief summary of the organisations involved in developing a CCTV project for the town. Essentially, there were a total of five organisations involved in the project: CAMM (a sub group of the Chamber of Commerce), CLAG (Creedy Local Area Group of the Mid Devon Community Safety Partnership), Mid Devon District Council, Crediton Town Council, Devon County Council.

CLAG was the main driver of the CCTV project assisted by CAMM. Main funding was obtained through the Community Safety Partnership.

He continued by explaining how the present system worked and the location of the equipment. Success, so far, had been gained through partnership working and it would be crucial to sustain and build on this this level of working in order to maintain and develop the current system.

He confirmed that it had never been the intention for the Town Council to take on the full responsibility of managing the system. Other partners would agree to continue if the Town Council agreed to take the lead. The working group had been established to decide on policy in consultation with other organisations.

He suggested that we needed to ensure that the various partners continued to cover certain responsibilities. As he saw it, CAMM/Chamber of Commerce would cover the maintenance contract whilst the Town Council would cover insurance, final management/operational aspects were still being negotiated. The working group would oversee the management of the system and arrange the sharing of costs and responsibilities. CLAG/CAMM would continue to remain responsible for important elements of funding. A formal agreement needed to be made between all partners but particularly between the Town Council and the District Council.

Councillors did not, necessarily, agree with the CCTV Working Group Chairman's interpretation of events and asked a series of pertinent questions relating to previous commitments that had not, or currently could not, be met.

Mr Coryton was thanked for attending and helping the Council establish the facts. He left the meeting.

b) Action

Deferred to Part Two item at end of meeting.

## 219. Planning

a) Planning Decisions

Noted. Decisions notified by the planning authority are appended.

The Council expressed its surprise and disappointment on the appeal decisions for applications 07/01951/FULL and 07/00307/OUT.

b) Planning Applications

Comments made in respect of planning applications considered at this meeting are appended.

Councillor Harris left the meeting for the duration of discussion on application 09/00081/FUL.

c) Planning Applications/Items for Determination week ending 17 February 2009 None.

## 220. Finance

a) Schedule of Accounts

The schedule of accounts, numbers 002912 to 002919 amounting to £6638.43 was approved.

b) Donation Request – CISCO (Crediton International Social and Cultural Organisation) Deferred to Part Two item at end of meeting.

## 221. Councillor Reports

Crediton Skatepark (Councillor Wright)

It was reported that work was progressing well and that the official opening would take place on 2 May. Informally, councillors had no objections to the project using material from the Big Draw event as a means of reducing graffiti.

Bus Services (Councillor Finnegan)

Problems were reported with traffic tail-backs at St Lawrence Green. Agenda item at next meeting.

Planning Drop-in (Councillor Brookes-Hocking)

A useful drop-in planning event had been organised recently which provided information on councillor training. Assistance with planning issues could also be provided.

Planning Seminar (Councillor Brookes-Hocking and Brown)

Five councillors attended a recent planning seminar on the LDF (Local Development Framework), despite the bad weather. It proved to be very useful and informative. Consideration should be given to running another, later in the year

Boniface Link Association (Councillor Scarbrough and Councillor Brookes-Hocking)

The Council's representative reported that the association would like to see an increased membership. The Council was encouraged to provide additional support perhaps in the form of increased promotion. Contact details for the association needed to be included in future editions of the Town Guide.

## SPECIFIC AGENDA ITEMS

#### 222. Parish Lengthsman

The lengthsman was due to visit the town on 20 February. Councillors agreed to email the Clerk with issues requiring attention.

Two specific problems were identified:

- Buddleia in Park Street (Almshouses) and Union Terrace.
- All drains and gullies needed clearing, particularly Charlotte Street.

# 223. Town Bus Services

The revised, suggested timetables for the proposed new bus service were presented and approved. The revisions were required due to the change in ownership of Somerfield Stores and other recent alterations to timetabling/services.

Councillor Brown agreed to provide an updated document and redrafted letter for the Clerk to send to the Transport Authority.

## 224. Bus Stops

Following representations from members of the public through Councillor Wright, it was agreed that the Clerk should write to the Transport Authority requesting the installation of bus stops near the junction of Alexandra Road and Okefield Avenue.

## 225. Town Guide

Councillor Finnegan left the meeting.

a) Update

Councillors were asked to inform Councillor Brookes-Hocking of any errors or omissions from the current edition; changes would then be incorporated into the next.

The official launch would take place at the Produce Market on 7 March. All councillors were encouraged to attend. Councillors Brookes-Hocking, Harris, Hughes and Scarbrough would attend between 1000 and 1200 to cover the stand which would provide free copies of the Town Guide, Town Trail leaflet and Town Council newsletters. The Chairman of the Festival 2009 Committee would also attend to hand out copies of the Festival flyers.

It was suggested that the Town Council provide information at the Produce Market on a regular basis. Agenda item at next meeting when more information on any required permissions was available.

b) Distribution

It was hoped that several hundred copies of the Town Guide would be distributed at the Produce Market.

It was agreed that 1000 copies should be held back for next year; making approximately 2500 available for distribution this year.

It was further agreed that the Communications Working Group would prepare a list of suitable locations for distribution and recommend a means of distribution.

Councillor Way arrived and declared that as a member of more than one authority, any views or opinions expressed at this meeting would be provisional and would not prejudice any views expressed at a meeting of another authority

# **226.** Communities in Control – Consultation Paper Noted.

# 227. Freedom of Information & Data Protection Training

It was agreed to postpone any plans to hold a training event until staffing levels had returned to normal and a suitable opportunity to hold the event occurred.

# 228. Street Cleaning

a) Schedule

Councillors expressed their disappointment with the schedule which was clearly not being followed. Councillors had received many complaints about the state of the High Street, Mill Street and East Street.

District Council ward members explained that it was not just Crediton experiencing difficulties; the problem appeared to be district wide. Unfortunately, the MDDC Executive had rejected proposals to increase support for the street cleansing teams.

## b) Responses to Town Council Complaint

Councillors were dissatisfied with the reply written on behalf of the Chief Executive. It was agreed that the Council should ask MDDC to increase the level of service.

MDDC should review their budget estimates for inflation and use any potential savings to support this service.

It was also agreed that individual councillors would monitor their own streets and check that the schedule was being adhered to.

# 229. Highways

a) Parking Order

A response from the Chief Assistant Highways Engineer had been circulated by the Clerk.

Councillors were concerned at the prolonged delay in making the traffic order. The County ward member reported that the traffic order was being checked and that individual elements were being addressed as quickly as possible.

## b) Jockey Hill (cobbled footpath)

Details of the environmental audit had been circulated by the Clerk. A compromise solution had been found and it was hoped that this would be progressed. The issue of pedestrian safety at the mini roundabout had not been properly addressed.

Councillor Brown agreed to draft an appropriate letter for the Clerk to send to DCC Highways.

## 230. Polish Twinning

The Chairman updated members on the recently received expression of interest in twinning from the Polish town of Wisla. He had drafted a letter which had been sent to the Mayor of Wisla confirming the Council's interest but emphasising the need to ensure that the proper twinning protocols are adhered to and that there is sufficient support in both communities to provide the necessary management structures.

It was acknowledged that there was very little public funding available for twinning and that the success of the proposal would depend on the efforts of individual members of the respective communities.

The Chairman agreed to contact the Twinning Association for their advice and opinions.

## 231. Royal Garden Party

It was agreed to nominate the current Chairman and Town Mayor for the Royal Garden Party ballot for 2009. It was further agreed that he should be accompanied by the Town Mayoress, Mrs Natalya Letch.

## 232. Parliament Street Site

The Clerk had circulated the feasibility options following a scoping study commissioned by the Council. The four options were outlined. It was reported that the Town Plan Working Group had not yet met to discuss the proposals but the suggestions circulated by a member of the group were considered valid. However, it was agreed to wait until the working group had met and presented its recommendations before any further discussions with external organisations took place.

In the meantime, councillors were asked to look closely at the four options in preparation for a future debate.

## 233. Scout Memorial Gardens

The Chairman reported on the recent meeting with consultants who had agreed to investigate the two main restoration options supported by the Council (options 3 and 6). The Clerk emphasised the need to progress this study as quickly as possible in order to take advantage of any potential funding opportunities from the Exeter Road development and the Heritage Lottery.

The County Council ward member also supported the need for urgency. A clear plan with potential costs would be needed to secure funding from the DCC Local Project Fund. He would be happy to receive a request under the DCC Locality Budget.

It was agreed to proceed with these proposals as quickly as possible.

## 234. Mayor Elect

Councillor Frank Letch was appointed Mayor Elect for the Municipal Year 2009/2010.

# 235. Mayor's reception – Public Recognition Awards

Deferred to Part Two item at end of meeting.

# 236. Correspondence Received

- 1. MDDC Issue 4 Parish Matters.
- 2. MDDC Standards Committee Annual Report 2008.
- 3. Mid Devon CAB letter and newsletter outlining achievements and requesting continued support.
- 4. FIT Fields in Trust thanks for continued support and details on protected sites.
- 5. Rural Network Services details on set-up of rural community group.
- 6. Spinal Injuries Association request for article in Parish newsletter/noticeboard.
- 7. Judi Binks details of press release on opening of Polish School.
- 8. Mr K Brown complaint about condition of roads around Town Square.
- 9. Blackrock Investments Annual Report Peoples Park Charity.
- 10. The Kirton Café letter expressing disappointment at missing advertising in Town Guide. <u>Passed to Councillor Brookes-Hocking for attention.</u>
- 11. Devon Link health & social care newsletter.
- 12. Crediton Fairtrade email on forthcoming Fairtrade fortnight.
- 13. DCC Pensions pension survey.
- 14. Festival 2009 Committee minutes and calendar of events.
- 15. DAPC agenda and minutes for LCSC meeting on 12 February.
- 16. DCC temporary prohibition of through traffic:
- 17. 5 March to 9 March inclusive Fordton Cross to Village Cross.
- 18. 21 February to 23 February Station Level Crossing.
- 19. CountryMile Project February Newsletter
- 20. MD Community Safety Partnership Minutes 21 January 2009
- 21. MDDC invitation to workshop on "lessening the Impact Helping People Through the Recession". March 3 at Tiverton.
- 22. Mel Stride letter of thanks to Clerk, details on Polish community association in Okehampton and proposals for additional town bus shelter.
- 23. SLCC invitation to attend Larger Council Conference Nottingham 17/17 April.
- 24. D&C Police details on Police Liaison meetings Crediton 2 March.
- 25. Access Group email with group's views on disabled parking in Market Street. <u>Clerk</u> to pass to DCC - though views not formally endorsed by Council.
- 26. Crediton Bowling Club invitation to Mayor to start new bowling season.
- 27. Crediton Tree Group request for tree planting at Peoples Park for Festival. <u>Agenda</u> <u>item at next meeting.</u>
- 28. Cancer Research UK application to Mayor's Charity
- 29. Langmead Memorials details of stonemason services.
- 30. DAPC minutes of LCSC meeting held on 12 February.
- 31. Home Start Mid Devon request for support. <u>Agenda item when review of donation</u> <u>requests debated.</u>
- 32. Access Group details of discussion at Mayor's Surgery 16 February. <u>Agenda item at</u> <u>next meeting.</u>
- 33. MDDC response to parking problem at Town Park.

# **BUSINESS BROUGHT FORWARD**

# 237. Alexandra Road

It was explained that the traffic order for Alexandra Road would apply until 9 March. However, it was hoped that works would be completed soon. 311m of piping had been installed.

238. Boy Racers

Problems were being reported at Fordton. Agenda item if problem persists.

## 239. Station Approach Housing Development

There appeared to be no storage provision for refuse. Clerk to report.

## 240. Station Park & Ride

The County Council ward member reported that improvement works at the Station Park & Ride were due to start soon.

#### 241. Peoples Park Footpath

There had been a prolonged delay in reinstating and reopening a section of the higher path at Peoples Park. The recent bad weather had prevented completion of works and the satisfactory settlement of excavated soil.

### PART TWO

In view of the sensitive and confidential nature of the business to be transacted, it was agreed, in the public interest, that the press and public be excluded and instructed to withdraw.

#### **242.** CCTV (deferred from agenda item 9b – minute 218b)

b) Update & Action

The Chairman outlined the discussions which took place at a CCTV Working Group meeting held on 21 January. There was a perceived need for the Town Council to fund the operational aspects of the system.

- It was decided that:
  - the Chairman of the CCTV Working Group should look for funding from other appropriate organisations to cover the operational responsibilities of the system.
  - that an assurance is given that the system would not breach certain aspects of personal privacy.

## 243. CISCO

Following a short discussion, it was agreed to defer a decision on providing start-up funding until the outcome of the inaugural meeting (CISCO) had become known. In accordance with the Council's policy on the awarding of grants, the Council would require confirmation that a full, legal constitution had been adopted, that relevant officers had been appointed and that a properly administered bank account had been set up. The aims and objectives of the organisation would also need to meet with the Council's satisfaction.

#### 244. Public Recognition Awards

Potentially, three nominations were made. It was agreed to defer further discussion to the March Council meeting when additional supporting information would be provided.

Meeting closed at approximately 10.30 pm.

Signed:

(F Letch, Chairman)

Date:

# PLANNING DECISIONS AND APPLICATIONS FOR TOWN COUNCIL MEETING 17 FEBRUARY 2009

**Planning Decisions** – as notified by the Planning Authority:

The Council expressed its surprise and disappointment on the appeal decisions for applications 07/01951/FULL and 07/00307/OUT below.

Type - Application	Type - Application Granted on Appeal						
Number	Applicant	Agent	Location	Proposal	Officer		
07/01951/FULL (14/11/2007)	P & J Tucker Clare Smith 2 Meadow Gardens Crediton Devon EX17 1EJ	Ivor Smith Springfield Doddiscombsleigh Exeter EX6 7PR	2 Meadow Gardens Crediton Devon EX17 1EJ	Change of use of garage to dog grooming business and widening of driveway to provide 1 additional parking space	Mr Delwyn Matthews		
Type - Application	Granted						
Number	Applicant	Agent	Location	Proposal	Officer		
08/02009/LBC (10/12/2008)	Mr Michael Barbour Wrington Pharmacy Silver Street Wrington Bristol Somerset BS40 5QE		Crediton Pharmacy 19 High Street Crediton Devon EX17 3AH	Listed Building Consent for the installation of new signage	Miss Tina Maryan		
Type - Application	Granted						
Number	Applicant	Agent	Location	Proposal	Officer		
08/02054/CAC (10/12/2008)	Mr S Dennis C/o Mr K Mortimer Upper Park 2 Searle Street Crediton EX17 2AT		Peverell 11 Searle Street Crediton Devon EX17 2AT	Retrospective Conservation Area Consent for the demolition of garden wall	Miss Tina Maryan		

	Type - Application Number	Applicant	Agent	Location	Proposal	Officer
DECISION	08/02180/CAT (29/01/2009)	Ms F Peroni Franklyn 4 Belle Parade Crediton Devon EX17 2AA		Franklyn 4 Belle Parade Crediton Devon EX17 2AA	Notification of intention to fell 1 Robinia in a Conservation Area	N/A
	Type - Application Gra	anted on Appeal				
	Number	Applicant	Agent	Location	Proposal	Officer
DECISION	07/00307/OUT (15/01/2009)	Reliant Building Contractor Ltd C/o Nigel Cant MRTPI Sutton Farm Newbuildings Crediton EX17 4P		Land at NGR 283829 99476 Fordton Crediton Devon	Outline for the erection of industrial units (B1 and B2 use class) and formation of access	Mr Keith Garside

# Planning Applications

The Council considered the following applications:

	Type - Application Number	Applicant	Agent	Location	Proposal	Officer
APPLICATION	09/00061/FULL (21/01/09)	Applicant Mr Terrance Waller 36 Mill Street Crediton Devon EX17 1EZ	Mr David Grabham Reed Construction and Developments Ltd The Linhay Nymet Tracey Bow Crediton Devon EX17 6DB	Flat 1 Cinema Buildings East Street Crediton Devon EX17 3AZ	Installation of a roof light	Miss Tina Maryan
	NO OBJECTIONS					

APPLICATION	Type - Application Number 09/00081/FULL (21/01/09) NO OBJECTIONS – on	Applicant Tesco Stores Limited C/o Burnett Planning & Development Golden Cross House 8 Duncannon Street London WC2N 4JF condition that any hea	Agent dges/banks are fully rest	Location Land at NGR 284419 99506 (South Of Exeter Road) Crediton Devon	Proposal Formation of temporary access (Revised scheme)	<b>Officer</b> Mr Keith Garside
APPLICATION	Type - Application Number 09/00087 (28/01/09) APPROVED	Applicant Mr Stephen Pope Ernest Jackson Ltd 29 High Street Crediton Devon EX17 3AP	Agent	Location Ernest Jackson Ltd 29 High Street Crediton Devon EX17 3AP	<b>Proposal</b> Levelling of site and formation of concrete plinth for water purification plant, location of additional tanks on existing plinth and increase in height of retaining wall	<b>Officer</b> Mr Keith Garside
<b>APPLICATION</b>	Type - Application Number 09/00115/LBC (28/01/09) APPROVED	<b>Applicant</b> Mr D Jaques 4 St Lawrences Green Crediton EX17 3LH	Agent Mr E Holden, Dip Arch, RIBA Architect Tanners Yard 100 High Street Crediton EX17 3LF	Location 4 St Lawrences Green Crediton Devon EX17 3LH	<b>Proposal</b> Listed Building Consent for internal alterations to form additional bathroom	<b>Officer</b> Miss Tina Maryan

	Type – Application - withdrawn						
APPLICATION	Number	Applicant	Agent	Location	Proposal	Officer	
	09/00120/FULL (28/01/09)	Mrs Jan Thresher 41 High Street Crediton Devon EX17 3JP		41 High Street Crediton Devon EX17 3JP	Change of use of first floor and attic from hairdressers (A1) to residential (C3)	Mr Delwyn Matthews	
	Type - Application						
	Number	Applicant	Agent	Location	Proposal	Officer	
APPLICATION	09/00150/FULL (04/02/09)	Mr Parkinson 35 Tuckers Meadow Crediton EX17 3NU	Phil Routledge Aspect Designs Ltd Wesley Cottage Fore Street Morchard Bishop Crediton EX17 6NX	35 Tuckers Meadow Crediton EX17 3NU	Erection of extensions and conservatory (Revised Scheme)	Miss Tina Maryan	
	NO OBJECTIONS						
	Type - Application						
7	Number	Applicant	Agent	Location	Proposal	Officer	
APPLICATION	09/00176/CAT (06/02/09)	Mr J Downes Blagdon House Blagdon Crediton EX17 1EH		NGR 283877 100369 Blagdon House Blagdon Crediton EX17 1EH	Notification to fell 2 Leylandii and 1 Ash trees within a Conservation Area	Miss Tina Maryan	
	NO OBJECTIONS						