



Credition Town Council



Minutes of the Meeting of the Town Council held on
20 March 2012

Present: Councillors

Mr F Letch (Chairman)
Mr J Downes (part meeting)
Miss J Harris
Mr N Way (part meeting)
Mr R Adams
Mrs E Brookes-Hocking
Mr M Szabo
Mrs L Conyngham
Mr W Dixon

In Attendance:

MDDC Ward Councillor
Clerk
Planning Consultants
Public
Press

Mr M Binks
Mr M Maggs
2
19
1

AGENDA ITEMS

213. To receive apologies

Apologies were received and accepted from Councillors Hughes and Connell (ill health) and Leighton Plom (personal).

214. Declarations of Interest

Code of Conduct	Councillors Way and Downes	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.
Personal	Councillor Downes	Minute 226b (application 12/00123/MOUT), specifically as above.
Personal	Councillor Downes	Minute 226b (application 12/00116/FULL)

215. Meeting Management

There were no issues.

216. Pre-application Consultation

Councillor Downes arrived.

Two consultants from Michael Parkes Design made a pre-application presentation and answered questions on the proposed residential redevelopment of Coram's Yard (rear of 25 High Street).

The Chairman thanked the consultants for attending and allowing members an opportunity to view the proposals in advance of a formal submission. The information provided would be used to assist members with their recommendations to the Planning Authority.

217. Public Question Time

Members of the public were present in relation to agenda item 14b (application 12/00123/MOUT). The Chairman used his discretion in allowing members of the public to put their questions to the Council under the relevant item (agenda item 14b).

No other questions were asked.

218. Chairman's & Clerk's Announcements

The Clerk reported that the next few months would be very busy for the Council and staff. The end of the financial and municipal years, the annual town meeting, the civic service, a large number of additional project and community meetings all adding to the an already large work load. Members needed to be aware of these issues when planning future activities or meetings. Annual leave arrangements would result in reduced staffing levels for the next few weeks.

The Chairman reported that, amongst other engagements, he had presented a copy of the South West in Bloom Silver Award certificate to the Crediton Scouts/Guides for their part in helping achieve the award last year.

219. Town Council Minutes

The minutes of the Town Council meeting held on 21 February 2011 were received and approved as a correct record.

220. Matters Arising

Minute 204b: a member raised an issue which would be covered under agenda item 16.

221. Finance & General Purposes Committee Minutes

a) *Minutes*

The minutes of the Finance and General Purposes Committee meeting held on 7 February 2012 were received and noted.

b) *Recommendations*

There were no recommendations to approve.

222. Jubilee Working Group Meeting Notes

a) The notes of the Jubilee Working Group meeting held on 7 March 2012 were received and noted.

b) The recommendations of the working group were approved as noted. The Clerk advised members of the working group that the full health, safety and insurance implications relating to the proposed firework display should be thoroughly investigated before a final decision is made to proceed.

223. Policy & Forward Planning Working Group Notes

a) The notes of the Policy & Forward Planning Working Group meetings held on 6 February, 28 February and 15 March 2012 were received and noted with the following addition to the notes from 28 February;
that the QECC principal would be invited to attend the Annual Town Meeting on 17 April.

b) The recommendations of the working group were approved as noted.

224. Crediton in Bloom

The Clerk reported that the notes of the last meeting were not available for this meeting. The notes were usually presented to the supporting committee (Finance & General Purposes).

225. Crediton Support Fund

a) The notes of the meeting of the Crediton Support Fund (Awards and Distribution Panel) held on 13 March 2012 were received, noted and recommendations approved.

b) The Clerk provided a brief update on progress and the current status of the fund.

226. Planning

a) *Planning Decisions*

Noted. Decisions notified by the planning authority are appended.

b) *Planning Applications*

Members of the public asked questions and expressed their views in relation to application 12/00123/MOUT. Councillors supported the opinions of local residents.

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

- c) *Planning Applications/Items for Determination week ending 20 March 2012*
None.

227. Finance

- a) *Schedule of Accounts*

The Schedule of Accounts, numbers 3415 to 3434 totalling £9362.29 was approved.

- b) *Donation Requests*
None.

228. Property

- a) *Office Lease*

Consideration was given to obtaining specialist advice in relation to the revised office lease. The Clerk had obtained an estimate of the costs. It was agreed to appoint the solicitor who had previously advised the Council. The Clerk to action.

Councillor Dixon requested his vote against to be recorded.

Councillor Way arrived.

- b) *Notice Board*

An explanation on the need for a new noticeboard at the Old Town Hall was given. Provisional support was given but it was agreed to defer a final decision until the prior written consent of the property owner had been received and an appropriately headed estimate with full details of the size and materials had been sent to the Council. The Clerk to liaise with Councillor Szabo.

229. Council Grants/Donations Policy

A revised policy document was presented for consideration. The updated policy was approved. Consideration would need to be given to the implementation of the policy and the requirement for additional meetings.

230. Youth Issues

- a) *Tanglewood Project*

The report (with the request for further assistance) was received and noted. The request for additional financial support from the remaining Tanglewood fund was approved to a maximum of £400.

- b) *Youth Issues Update*

The tabled update (email) from Councillor Leighton Plom was received and noted.

231. Devon County Council

- a) *Update on Loading/Parking Bays*

The County ward member had asked the Clerk to circulate the recently received communication from the Department for Transport and the County Council. The document provided an explanation on the DfT's decision to uphold current regulations.

It was agreed that Councillor Dixon would draft a suitably worded letter to the DfT for discussion at the next Finance & General Purposes Committee meeting.

- b) *Bus Transport Plan*

The discussion on this issue had been dealt with at a recent Policy & Forward Planning Working Group meeting (see minute 223 above).

232. Councillor Reports

- a) *Spaces by Design (Development Course for prospective Phase 5 of Peoples Park project)*

A brief report was provided. All attendees agreed that it was an excellent course. Details to be circulated.

- b) *Saxon Close/Kirton Drive Play Area*

The next meeting to discuss issues had been arranged for 5 May.

- c) *Community Buses*

A meeting was being arranged with the County Transport Co-ordination Manager.

233. Council Review

Discussion on this issue was held in open session as no confidential matters were discussed.

a) *Consultant's Final Report*

The report dated 28 February 2012 was received and noted.

b) *Councillor Meeting Notes*

The notes of the councillor meeting held on 13 March 2012 were received and noted.

It was agreed that a date for an Administration & Personnel Sub Committee meeting, to include the Town Clerk and the Assistant Town Clerk, should be arranged during the next few weeks to discuss the report in greater detail and to help formulate suitable recommendations for Council.

234. Correspondence Received and Items of Information

Correspondence

1. DCC – e-mail: 2013 National Bus Pass Renewal.
2. Action for Market Towns – Programme: Getting to Grips with Localism & Neighbourhood Planning – 17 April 2012.
3. NHS Blood & Transplant Unit – Notification: Blood Donor Sessions in Crediton 20 & 21 March 2012.
4. Mrs G Ponsford – e-mail: Acceptance of Jubilee Garden Party Invitation Nomination.
5. Todd Letting – Letter: Response to initial CTC SW in Bloom approach.
6. Charlesworth Nicholl & Co. – Letter: Notification of Registration of Peoples Park.
7. Community Leadership (SW) – e-mail: Town & Parish news – February 2012.
8. Mr R Whiteley & CTC – e-mails: White Line complaint, Bowden Hill. (Forwarded to DCC Highways).
9. WPS Insurance Brokers – Letter: Town Council Insurance Enquiry.
10. North Devon Healthcare NHS Trust – Feedback: Foundation Trust Consultation Feedback.
11. Councillor Leighton Plom – e-mail: Report to Council on the Safety Partnership meeting of 5 March 2012 on Saxon Close Play Area.
12. NALC – Legal Topic Note 80: Members' Conduct & the Registration & Disclosure of their Interests.
13. NALC – Legal Topic Note 81: Pre-Determination.
14. NALC – Legal Topic Note: Non-Councillor Members of Committees.
15. CCD – Letter: Collective purchasing of energy.
16. St John Ambulance – Letter & Advertisement: Purchasing a Defibrillator.
17. Vaughtons – Letter: Queen's Diamond Jubilee Medal.
18. CCD – Invitation: To Join CCD Members' Forum.
19. BlackRock Investment Management (UK) Ltd – Remittance Advice: Dividend Payments – Peoples Park Charity Investment.
20. Involve Mid Devon – Agenda: Accessing & Motivating Hidden Volunteers; 29 March 2012.

Information

1. MDCC – Agenda: Summons & agenda – Council Meeting 29 Feb. 2012.
2. The Portas Review - Report: An Independent Review into the Future of Our High Streets.
3. East & Mid Devon Community Safety Partnership – Notification: Annual Conference 13 April 2012.
4. SLCC – Newsletter: The Clerk – March 2012.
5. NALC – Newsletter: Local Council Review – Spring 2012.
6. CCD – Newsletter: Village Green – Spring 2012.

Business Brought Forward

235. Bus Stops

The County ward member had expressed his concern over bus stop issues for the diverted bus services 51 and 315 (Exeter Road/Station). He reported that the bus company would investigate and take appropriate action.

236. Train Timetable

The County ward member had also requested that greater consideration should be given to better integration of bus and train timetables following the recent changes to the train timetable.

237. Car Parking Charges

The County ward member requested an agenda item at next Finance & General Purposes Committee meeting on MDDC's proposed car parking charges.

238. Exeter Road Overgrowth

Councillor Downes asked for a future item to discuss the "vegetation" at Exeter Road.

239. Localism

Councillor Brookes-Hocking asked for consideration to be given to holding a meeting sometime after June to discuss localism and its implications. Future agenda item to discuss and set date.

240. Bus Fares

Following a question from another member, the County ward member would raise, with DCC and the bus operators, the cost of bus fares from the town centre to the Railway Station.

241. High Street Shop

Interest was expressed over the recent activity at a long vacant High Street shop. Information indicated that the shop was being renovated as part of the current end of lease tenancy repairs.

The meeting closed at approximately 9:15pm

Signed:

(Chairman)

Date:

Crediton Town Council

PLANNING DECISIONS AND APPLICATIONS FOR THE TOWN COUNCIL MEETING 20 MARCH 2012

Planning Decisions – as notified by the Planning Authority:

DECISION	Type – Details Pursuant
	Reference: 11/01796/FULL
	Address: Rodd Brothers 4 Bank Place Market Street Crediton Devon EX17 2AJ
	Description: Change of use from disability learning centre to dwelling
	Web link: 11/01796/FULL

DECISION	Type – Details Pursuant
	Reference: 12/00007/FULL Full planning application
	Address: Harcanville Western Road Crediton Devon EX17 3NF
	Description: Removal of condition 9 of planning permission 10/01872/FULL
	Decision: Grant permission
Web link: 12/00007/FULL	

DECISION	Type – Decision
	Reference: 12/00062/FULL Full planning application
	Address: 5 Blagdon Close Crediton Devon EX17 1EL
	Description: Erection of porch and garage
	Decision: Grant permission
Web link: 12/00062/FULL	

DECISION

Type – Notification

Reference: **11/01521/FULL** Full planning application, registered 03/10/2011
Address: Land at NGR 282268 100872 (Between Nos. 88 & 90) Queen Elizabeth Drive Crediton Devon
Description: Erection of 2 dwellings
Decision: **Appeal Lodged**

Web link: [11/01521/FULL](#)
MDDC Decision – Refuse Permission

CTC Response 18/10/11 – the proposal represents overdevelopment of a small site with inadequate supporting road infrastructure. Please see attached petition from residents.

DECISION

Type – Decision

Reference: **12/00046/FULL** Full planning application
Address: West Park Alexandra Road Crediton Devon EX17 2DH
Description: Retention of partially constructed garden wall and its completion in a modified form on the southern boundary, and retention of engineering operations within rear garden
Decision: **Grant permission**

Web link: [12/00046/FULL](#)

Planning Applications

The Council considered the following applications:

APPLICATION

Type – Application

Reference: **12/00123/MOUT** Major Outline Application, registered 15/02/2012
Address: Trenavin George Hill Crediton Devon EX17 2DS
Description: Outline for the erection of 40 dwellings (including 12 affordable dwellings) following demolition of existing Dwelling.
Web link: [12/00123/MOUT](#)

OBJECTION – members repeated the comments passed to the Planning Authority following a pre-application consultation with the developers on 7 February 2012. Additionally, members supported the issues raised by a large number of local residents who attended the Council meeting held on 20 March 2012.

The objections can be summarised as follows:

1. The development will adversely affect the character of this area of the town clearly representing over development. The number of dwellings exceeds the number allocated in the current Mid Devon Local Plan/Development Framework. The design and appearance of the development is out of character with existing housing, representing unnecessary intrusion with the consequent reduction in amenity for neighbouring properties.
2. The development will adversely affect the environment of this area of the town. The proposed development is on situated on steeply sloping land. Concerns were expressed over an increase in run-off as a result of topsoil and tree removal which would impact on lower level properties. Full advantage had not been taken of the south facing site; the current proposals appear to limit the efficacy of installing photovoltaic panels.
3. The buildings should be of two storey construction only with no loft development.
4. No suitable play area for children had been included in the proposals.
5. The impact on the local road infrastructure and traffic levels had not been sufficiently addressed. The LPA and the Highways Authority need to carefully consider the effects of the development on traffic and the transportation infrastructure. The transport statement failed to address the steepness of the location. An opportunity should be taken to address the problems associated with the junction of George Hill and Alexandra Road.
6. The proposals challenged the definitions of sustainability and various inaccurate assumptions had been made on access to local transport and pedestrian/cycle access.
7. Suitable pedestrian and cycle access had not been properly considered.
8. The Environmental Protection Officer (Air Quality) should be consulted on the impact of the development.
9. A Planning Officer should visit the Town Council at the earliest opportunity to discuss the LPA's position and before a decision is made. To that end, a suitably long consultation period should be allowed to permit the consideration of the application against the Town Council's Town Plan and to take on board the views of local residents.

Type – Application

Reference: **12/00180/FULL** Full planning application, registered 20/02/2012
Address: Duke of York 74 High Street Crediton Devon EX17 3JX
Description: Erection of single storey extension to rear

Web link: [12/00180/FULL](#)

NO OBJECTION – see 181/LBC below

Type – Application

Reference: **12/00181/LBC** Listed Building Consent, registered 20/02/2012
Address: Duke of York 74 High Street Crediton Devon EX17 3JX
Description: Listed Building Consent for erection of single storey extension to rear and internal and external alterations

Web link: [12/00181/LBC](#)

NO OBJECTION - subject to the Conservation Officer's satisfaction and that there is no detrimental change of character to the building and surrounding properties

Type – Application

Reference: **12/00269/ADVERT**
Address: The Red Deer, Joseph Locke Way, Crediton, EX17 3FD
Description: Advertisement consent to display 3 non illuminated single sided corex frames

Web link: [12/00269/ADVERT](#)

OBJECTION – members considered the size and number of additional signs to be excessive and unnecessarily intrusive. The proposal would degrade an otherwise quite well-designed new building.

Type – Application

Reference: **12/00116/FULL** Full planning application, registered 08/02/2012

Address: 16 Blagdon Close Crediton Devon EX17 1EL

Description: Erection of two storey extension

Web link: [12/00116/FULL](#)

NO OBJECTION – provided all regulations are adhered to.

Type – Application

Reference: **12/00304/FULL** Full planning application, registered 05/03/2012

Address: 18 Okefield Road Crediton Devon EX17 2DN

Description: Erection of a single storey extension to front and first floor side extension with two dormer windows

Web link: [12/00304/FULL](#)

DEFERRED – for individual inspection. To be discussed at next meeting – Finance & General Purposes Committee 3 April.

Type – Application

Reference: **12/00336/TPO** Works to TPO Trees, registered 05/03/2012

Address: Land at Grid Reference 282362 100434 Off Broad Close Crediton Devon

Description: Application to carry out works to 2 Monterey Pines, 1 Western Hemlock and 3 Common Lime trees covered by Tree Preservation Order 08/00010/TPO

Web link: [12/00336/TPO](#)

NO OBJECTION – provided the works comply with the recommendations of an appropriately qualified arboriculturalist.

APPLICATION

Type – Application

Reference: **12/00054/FULL** Full planning application, registered 12/03/2012
Address: 8 Charlotte Street Crediton Devon EX17 3BB
Description: Retention of 1 metre balustrade to garage roof with a top layer of decking

Web link: [12/00054/FULL](#)

NO OBJECTION

APPLICATION

Type – Application

Reference: **12/00369/LBC** Listed Building Consent, registered 12/03/2012
Address: Old Chapel Mews 108A High Street Crediton Devon EX17 3LF
Description: Listed Building Consent for internal alterations and an additional window to west elevation

Web link: [12/00369/LBC](#)

NO OBJECTION

Crediton Town Council

SCHEDULE OF ACCOUNTS SUBMITTED TO A MEETING OF THE TOWN COUNCIL

20 March 2012

Cheque Number	Ref.	Comment	Sub-Total	Total	
3415	4401	Jubilee Garden Party Refreshment Charge	LGA'72 S111	10.00	
3416	4402	Glass-Hs. Comm. Design	LGA'72 S111	150.00	
N/A	N/A	Crediton Support Fund Donations	LGA'72 S111	-20.00	
3417	N/A	Crediton Support Fund Donations	LGA'72 S111	20.00	
3418	4403	Mole Avon Trading	SHAA 1908 S26	18.95	
	4403	Blagdon Corner Wood Treatment	OSA 1906 S72	67.60	86.55
3419	4404	Hoopers Services	OSA 1906 S72	430.00	
	4420	Peoples Park Footpath Maintenance	OSA 1906 S72	360.00	790.00
3420	4405	S.O'Connor	LGA'72 S111		100.00
3421	4406	John Gillard Cleaning	LGMPA 1953 S4		45.00
3422	4407	MDDC	LGA'72 S111	4,792.14	
	4408	IT Support Mar.'12	LGA'72 S111	216.00	5,008.14
3423	4409	Intuit	LGA'72 S111		258.24
3424	4410	Concorde Copiers	LGA'72 S111		25.91
3425	4411	Community Leadership (SW)	LGA'72 S111		288.70
3426	4412	Clr F.Letch	LGA'72 S111		33.08
3427	4413	Phillips Stationers	LGA'72 S142		10.80
3428	4414	Pure Systems Ltd	LGA'72 S111		600.00
3429	4415	Tanglewood Project	LGA'72 S111		165.00
3430	4416	CISCO	LGA'72 S137		100.00
3431	4417	Crediton Food Festival	LGA'72 S137		500.00
3432	4418	DALC	LGA'72 S142		830.37
3433	4419	DPFA	LGA'72 S142		36.50
3434	4421	Capricorn Engineering	OSA 1906 S72		324.00
Total					9,362.29

Crediton Town Council

BANK BALANCES SUBMITTED TO A MEETING OF THE TOWN COUNCIL TOWN COUNCIL 20 March 2012 (As @ 13 Mar. 2012)

Lloyds Current	1,666.80
Precept Reserve	33,101.85
Reserves	42,553.18
Petty Cash	44.43
Income Petty Cash	44.25
Total	77,410.51

Crediton Town Council

Crediton Town Council

ASSETS & COMMITMENTS SUBMITTED TO A MEETING OF THE TOWN COUNCIL 20 March 2012 (As @ 13 Mar. 2012)

Bank & Cash Holdings	77,410.51
VAT	12,010.38
Creditors (Suppliers & Liabilities)	-9,362.29
Debtors (Customers)	1,414.35
Total	81,472.95