



**Minutes of Credition Town Council Meeting, held on
Tuesday, 17th December 2013, at 7pm, at the Council Chamber, Market Street, Credition**

Present: Cllrs Mr F Letch, (Chairman), Miss J Harris (Deputy-Chairman), Mr W Dixon, Mr M Szabo, Mr A Wyer, Mr J Downes, Ms G Ford, Mr P Vincent, Mrs E Brookes-Hocking, Mr R Adams and Mr N Way, (Part Meeting).
Mrs Georgina Marks, Credition Children's Centre
Mrs Clare Dalley, Town Clerk
Mr Martin Ashley, Assistant Town Clerk

In Attendance: 2 members of the public, 1 District Ward Member and 1 member of the press

1312/166 **To receive and accept apologies**

There were no apologies.

1312/167 **Declarations of Interest**

Cllrs Downes and Way 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.

Cllr Ford declared a Personal Interest in the Co-Option item, (Minute 175).

Cllr Way Declared a Personal Interest in minute item 180.

1312/168 **To receive a presentation from Georgina Marks on the work of Credition Children's Centre.**

Cllr Letch welcomed Mrs Marks to the meeting, who gave a presentation concerning the aims and work of Credition Children's Centre and then fielded questions from Council members. Cllr Letch thanked Mrs Marks for attending.

Cllr N Way entered the meeting at 19:05.

Mrs Marks left the meeting @ 19:31.

1312/169 **Public Question Time**

Mr Edwards outlined the situation concerning the Credition Area Development Trust and the Old Town Hall. He thanked the Council for the recent grant of £2,000-00 and requested that the additional £2,000-00 that had been applied for was made to ensure the Trust and the building remained a viable concern. Mr Edwards emphasised that the Council had originally committed up to £10,000-00 to underwrite the future of the building as a public amenity.

1312/170 **Order of Business**

There were no changes to the order of business.

1312/171 **Chairman's and Clerk's Announcements**

The Assistant Town Clerk announced that South West Highways were carrying out work in Union Road, which will be completed this evening, to repair a potentially dangerous manhole cover.

The Chairman announced that he and the Mayoress had delivered Christmas feedback forms to all town centre businesses. He called for volunteers to help collect the forms on Thursday.

1312/172 **Town Council Minutes – To approve and sign the minutes of the Credition Town Council meeting held on 19th November 2013 as a correct record.**

Copies had been circulated with the agenda. It was **resolved** to approve, and sign, the minutes of the Credition Town Council meeting held on 19th November 2013 as a correct record, (proposed by Cllr Harris and seconded by Cllr Dixon).

- 1312/173 **Matters Arising - At the direction of the Chairman, to report on matters arising from the minutes of the Meeting held on 19th November 2013, for information only.**
Minutes 154: Cllr Letch enquired as to whether the letter had been sent. The Town Clerk confirmed it had been.
- 1312/174 **To receive, and to ratify the decisions therein, the minutes of the following committee meetings and working groups:**
- Grants Committee held on 26th November 2013
 - Finance & General Purposes Committee Meeting held on 3rd December 2013
- The minutes of the meetings had been circulated with the agenda.
- An amendment to the ratification of the minutes of the Grants Committee of 26th November 2013, (proposed Cllr Brookes-Hocking, seconded Cllr Adams), was defeated five votes to four. It was then **resolved** to receive and to ratify the decisions therein, the minutes of the Grants Committee held on 26th November 2013, (proposed Cllr Letch, seconded Cllr Harris). Cllr Downes requested that his abstention be recorded in the minutes.
- It was **resolved** to receive and to ratify the decisions therein, the minutes of Finance & General Purposes Committee Meeting held on 3rd December 2013, (proposed by Cllr Harris, seconded by Cllr Dixon)
- 1312/175 **Councillor Co-option – To consider the applications received for the Lawrence Ward councillor vacancy and to co-opt a Councillor to Lawrence Ward.**
Copies of all co-option application forms had been issued to members prior to the meeting.
Mr D Starks answered Councillors questions concerning his application. The Clerk read a submission from Mrs A Hughes who had sent apologies for being unable to attend. Mr D Sansom was not present.
- Following a paper ballot, it was unanimously **resolved** to co-opt Mrs Anne Hughes to Crediton Town Council (Lawrence ward). Mrs Anne Hughes was not present to complete and sign the Councillor Declaration & Acceptance of Office. The Clerk agreed to contact her with regard to the necessary administration.
- 1312/176 **Planning**
Details of decisions and planning applications received had been circulated to Members prior to the meeting.
- a) **To receive notification of decisions made by the Planning Authority**
It was **resolved** to note the decisions of Mid Devon District Council, the determining Authority, with conditions as filed, which are attached as Appendix One.
 - b) **To consider planning applications**
It was **resolved** to make comments in respect of planning applications considered at this meeting, which are attached as Appendix Two.
- 1312/177 **To consider and agree/amend Crediton Town Council's budgets prepared by the Council's Responsible Financial Officer for the Financial Year 2014 – 2015.**
Copies of the budgets had been circulated to all members prior to the meeting. It was **resolved** to accept the recommendations of the Council's Finance Committee and agree the Town Council's budget for the financial year 2014 - 2015 as detailed, a copy of which is attached to these minutes as Appendix Two with a total budgeted expenditure of £146,348 and a total budgeted income of £9,561 excluding precept, (proposed by Cllr Harris and seconded by Cllr Brookes-Hocking).
- 1312/178 **To consider and agree/amend Crediton Town Council's reserve levels for the financial year 2014-2015.**
Copies of the reserve levels had been circulated to all members prior to the meeting. It was **resolved** to accept the recommendations of the Council's Finance Committee and agree the Town Council's earmarked reserves levels for the financial year 2014- 2015

as detailed, a copy of which is attached to these minutes as Appendix Three and to set the Council's general revenue reserve level at £50,000 for the financial year 2014 – 2015, (proposed by Cllr Harris and seconded by Cllr Dixon).

1312/179 **To discuss and agree Crediton Town Council's precept for the financial year 2014-2015.**

The precept figures had been issued prior to the meeting. It was **resolved** to accept the recommendations of the Council's Finance Committee and agreed that the Band D precept amount remain the same as the 2013-2014 figure at £52.42 per annum, giving a total Town Council precept for 2014-2015 of £140,973.98, which is made up as follows: £130,212.32 plus £10,761.66 (Mid Devon District Council DCLG grant) = £140,973.98, (proposed by Cllr Harris and seconded by Cllr Brookes-Hocking).

1312/180 **To consider highway issues raised by the public concerning vehicular access at Station Approach and the service road behind Tesco.**

This item had been requested by Cllr Way.

Cllr Way outlined the issues concerning the adoption and legal standing of this section of carriageway, namely Station Approach and Joseph Locke Way.

It was **resolved** to write to Network Rail to request they permit the installation of a bus stop at the train station and to ask why the road had not been adopted, (proposed by Cllr Letch and seconded by Cllr Downes). It was further **resolved** to write to the Police for clarification of the legal standing of the road with regard to traffic enforcement, (proposed by Cllr Letch, seconded by Cllr Downes)

1312/181 **To receive a report on play areas and open spaces in Crediton prepared by Cllr Wyer and agree a course of action.**

A copy of the report had been issued with the agenda.

It was **resolved** that the Council supports the aims of the Newcombes Meadow Community Group and would like to appoint a Council representative to serve on the group, (proposed Cllr Letch, seconded Cllr Harris).

1312/182 **To appoint a Council representative to Crediton United Charities.**

It was reported that one of the Council's current representatives to the trust would be stepping down as a Council representative.

It was **resolved** for Cllr A Wyer to be the Council's appointed representative to Crediton United Charities, (proposed Cllr Harris, seconded by Cllr Letch).

1312/183 **To consider amalgamating the Finance Committee and the Finance and General Purposes Committee.**

The Town Clerk outlined reasoning behind the recommendation.

It was **resolved** to amalgamate the Finance Committee and The Finance and General Purposes Committee, with all delegated powers and functions of the Finance Committee becoming the delegated powers and functions of the Finance & General Purposes Committee, (proposed by Cllr Dixon and seconded by Cllr Ford).

1312/184 **To discuss the future viability of Administration & Personnel Committee meetings.**

The Town Clerk outlined the issue with regard to the number of Tuesday evening meetings being held.

It was **resolved** to hold meetings of the Administration and Personnel Committee as required by the Council rather than on a scheduled basis, (proposed by Cllr Dixon and seconded by Cllr Letch). It was also **resolved** that the Committee should meet a least once annually, (proposed Cllr Adams, seconded Cllr Dixon).

1312/185 **To discuss grant funding to Crediton Area Development Trust and agree a course of action.**

It was **resolved** to grant the additional £2,000-00 to the Crediton Area Development Trust for the continued use of the Old Town Hall as an advance of 2014-2015 grant, (proposed by Cllr Downes and seconded by Cllr Harris).

1312/186 **Councillor Reports**

Cllr Dixon:

- Reported that Western Power Distribution would be closing Searle Street for works on 16th and 17th January 2014.

Cllr Vincent:

- Reported that the Ship Hotel is now up and running, opening Wednesday to Saturday evenings.

Cllr Wyer:

- Reported attending the last meeting of the Haywards Educational Foundation which had purchased another two sets of hearing aid assistance equipment.

Cllr Way:

- Reported that he would be meeting Highways officers and councillors should pass any issues that they would wish to raise to him.

Cllr Downes:

- Reported meeting with the MDDC officer responsible concerning resurfacing works. It was noted that Kiddicott is a DCC matter and that both Stanbury Court and the St. Lawrence Green footpath would be looked at by MDDC.

Cllr Brookes-Hocking:

- Reported meeting, along with the Town Clerk, the MDDC Forward Planning Team Leader concerning issues with the Crediton Neighbourhood Plan Designated Area and the differences between the District Council's Settlement Limit and the Parish boundaries.

Cllr Letch:

- Reported that the Twinning Association would be visiting Avranches next year.

Cllr M Binks, (MDDC Ward Member):

- Reported the proposed updates to the revised Local Plan and confirmed there was nothing new regarding the Development Plan for Crediton.

1312/187 **Correspondence and Matters to Note**

1. Crediton & District Community Transport – Letter: Financial Support For Ring & Ride Service 2014-15.
2. MDDC – Letter: Acknowledgement of CTC's Neighbourhood Plan Notification.
3. Sandford Millenium Green & Path Group – Letter: Request for Grant Funding for Fencing Maintenance, *(CTC's Grant Application Form & Guidance sent 27/11/13)*.
4. Fields in Trust – Letter & Report 2012: Subscription Renewal.
5. Mr D.Charlesworth – Letter: Use of the CCT Catenary Wires to hang a publicity Banner – Summer 2014, *(Responded 05/12/13)*.
6. Ms K.Tapp – email: Enquiry re. Charity Collections in the High Street, *(Responded 05/12/13)*.
7. Witheridge PC –e-mail: Enquiry re. Tree Survey Suppliers, *(Responded 05/12/13)*.
8. Vaughtons – Letter: Notification of 2014 Price Rise.
9. DCC – Notification: Local Government Pension Scheme Employer Contribution Rates 2014 – 2017.
10. MDDC – Letter: Tiverton Eastern Urban Extension – Notificatin of 2nd Consultation.
11. Crediton Museum & Heritage Centre – Poster: Request to Assist in Publicising WWI Exhibition in 2014.
12. H.Perrior – Letter: Request for Grant Funding for Devon Scouts Botswana '14, *(CTC's Grant Application Form & Guidance sent 10/12/13)*.
13. NALC – Newsletter: Local Council Review – Winter 2013.
14. MDDC – Summons & Agenda: MDDC Council Meeting 04/12/13.

15. Crediton Hamlets PC – e-mail: Crediton’s Neighbourhood Plan Vis-à-vis Western Lea, (*Responded 09/12/13*).
16. Sandford PC – Letter: Crediton’s Neighbourhood Plan Vis-à-vis Pedlars Pool & Request for a Meeting.
17. Newcombes Meadow Community Group – Letter: Introduction to the Group and Aims.
18. Victim Support – Letter: Request for Grant Funding. (*CTC’s Grant Application Form & Guidance sent 16/12/13*).
19. Mole Avon Trading Ltd – Letter: Notification of Development Plans & Relocation.
20. Britain in Bloom – Newsletter: South West Region, Autumn 2013. (*Application Closing Date 15/03/14*).
21. Allotment Tenant – Letter: ***In Confidence*** – Request for change in allotment tenant, (*Responded 16/12/13, Agenda Item next Property & Allotments Committee Meeting*).
22. NHS Blood & Transfusion Service – Letter & Poster: Request to Assist in Publicising Blood Donation Sessions in Crediton 06/01/14, (*Poster on TC’s Notice Board*).

It was **resolved** to note the above correspondence and matters to note, (proposed by Cllr Downes, seconded by Cllr Letch). It was further **resolved** to accept the Clerk’s suggestion of sending out electronically all scannable items of correspondence to members in advance of Council meetings, (proposed by Cllr Downes, seconded by Cllr Letch).

1312/188

Business brought forward

Cllr Vincent:

- Requested an agenda item to consider whether the Council formally recognised the Crediton Chamber of Commerce.

Cllr Szabo:

- Requested an agenda item to ask MDDC to provide a complete recycling centre, including plastics, in Crediton, similar to the centre in Tedburn St Mary.

Cllr Way:

- Requested an agenda item for the Council to consider reminding DCC of the Town Council’s aspiration of installing a footpath on the West side of Mill Street in light of the Mole Avon development proposal.

Cllr Downes:

- Requested an agenda item to receive an update on the progress of the contra flow cycle path along Belle Parade.
- Requested an agenda item to receive an update on the progress of the dropped kerb in Exeter Rd.
- BT are currently installing fibre optic cable. This will be a major change and he requested that BT provide an update on the implications of the technical changes.

PART TWO ITEMS

There were no Part Two items.

1312/189

Close

The meeting closed at 9:19 pm

Signed.....(Chairman) Date:.....

Appendix 1

Crediton Town Council

PLANNING DECISIONS FOR THE PERIOD TO 17th DECEMBER 2013

Planning Decisions – as notified by the Planning Authority:

DECISION	<p>Type – Decision</p> <p>Reference: 13/01276/FULL Full planning application, registered 23/09/2013 Address: 80 Greenway Crediton Devon EX17 3LP Description: Conversion of dwelling to 1 ground floor flat and 1 maisonette Decision: Grant permission</p> <p>Web link: 13/01386/CAT</p> <p>CTC Previous Comments : NO OBJECTION to the conversion of the property but if it is anticipated that 4 spaces are going to be created for parking concern is expressed regarding water run off and the adverse impact on street scene due to the cumulative affect. This Council would request a response from the Chief Planning Officer on this matter.</p>
DECISION	<p>Type – Decision</p> <p>Reference: 13/01448/LBC Listed Building Consent, registered 21/10/2013 Address: 1 The Limes East Street Crediton Devon EX17 3BA Description: Listed Building Consent for the installation of replacement boiler and central heating system Decision: Grant permission</p> <p>Web link: 13/01448/LBC</p> <p>CTC Previous Comments : NO OBJECTION.</p>

Type – Decision

Reference: **13/01488/LBC** Listed Building Consent, registered 28/10/2013

Address: Crediton Tandoori 137 High Street Crediton Devon EX17 3DU

Description: Listed Building Consent for internal alterations to layout

Decision: **Grant permission**

Web link: [13/01488/LBC](#)

CTC Previous Comments : APPROVE

Appendix 1

Crediton Town Council

SUPPLEMENTARY PLANNING DECISIONS FOR THE PERIOD TO 17th DECEMBER 2013

Planning Decisions – as notified by the Planning Authority:

DECISION	Type – Decision
	Reference: 13/01494/FULL Full planning application, registered 28/10/2013
	Address: 2 Golden Joy Crediton Devon EX17 1EA
	Description: Erection of a dwelling
	Decision: Grant permission
Web link: 13/01494/FULL	
CTC Previous Comments : NO OBJECTION	

Appendix 2

Crediton Town Council

COMMENTS ON NEW APPLICATIONS FOR THE PERIOD TO 17th DECEMBER 2013

Planning Applications

APPLICATION	<p>Type – Application</p> <p>Reference: 13/01579/FULL Full planning application, registered 02/12/2013 Address: 54 Barnfield Crediton Devon EX17 3HS Description: Erection of extensions</p> <p>Web link: 13/01579/FULL</p> <p>CTC COMMENTS: No Objection (Proposed Cllr Harris, seconded Cllr Letch).</p>
APPLICATION	<p>Type – Application</p> <p>Reference: 13/01483/FULL Full planning application, registered 05/12/2013 Address: 6 Barnfield Crediton Devon EX17 3HT Description: Erection of a detached garage</p> <p>Web link: 13/01483/FULL</p> <p>CTC COMMENTS: Approve (Proposed Cllr Letch, seconded Cllr Harris).</p>

Type – Application

Reference: **13/01620/FULL** Full planning application, registered 04/12/2013
Address: Undercroft Below Flats 16 - 19 (Open Car Park Spaces) Glendower Court Station Approach Crediton Devon
EX17 3PP
Description: Conversion of existing undercroft to form two flats
Web link: [13/01620/FULL](#)

CTC COMMENTS: Object – on the grounds that this is over-intensification of the site and will result in the loss of an important amenity area for the residents of Glendower Court, (proposed Cllr Brookes- Hocking, seconded Cllr Dixon). It was further **resolved** to write to the MDDC case officer to ask him to justify the planning reasons behind any decision in advance of determination, (proposed Cllr Brookes-Hocking, seconded Cllr Vincent).

Appendix 2 Crediton Town Council

SUPPLEMENTARY COMMENTS ON NEW APPLICATIONS FOR THE PERIOD TO 17th DECEMBER 2013

Planning Applications

APPLICATION	Type – Application
	<p>Reference: 13/01653/FULL Full planning application, registered 05/12/2013</p> <p>Address: Land at NGR 286133 102566 (Great Gutton Farm), Shobrooke, Devon</p> <p>Description: Installation of ground mounted solar panel array to generate 50kW of power (site area 0.07 ha)</p> <p>Web link: 13/01653/FULL</p> <p>CTC COMMENTS: No Objection (Proposed Cllr Adams , seconded Cllr Letch).</p>