



**Minutes of Credition Town Council Meeting, held on  
Tuesday, 21<sup>st</sup> January 2014, at 7pm, at the Council Chamber, Market Street, Credition**

**Present:** Cllrs Mr F Letch, (Chairman), Miss J Harris (Deputy-Chairman), Mr M Szabo, Mr A Wyer, Ms G Ford, Mrs E Brookes-Hocking (part of meeting), Mrs A Hughes, Mr J Downes and Mr N Way (part of meeting)  
Mrs Clare Dalley, Town Clerk

**In Attendance:** 1 member of the press and 2 members of the public.

- 1401/190      **To receive and accept apologies**  
Apologies were received and accepted from Cllrs P Vincent, R Adams and W Dixon. (Proposed by Cllr Harris, seconded by Cllr Letch) Cllr N Way had sent apologies that he would be late; Cllr Brookes-Hocking apologised as she would need to leave early.
- 1401/191      **Declarations of Interest**  
Cllr Downes 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.  
  
Cllr Hughes declared a personal interest in agenda item 10 'Planning' minute number 1401/199 regarding planning applications numbered 13/01712/FULL and 13/01713/LBC as a member of, and fundraiser for, Credition Congregational Church.
- 1401/192      **To receive a presentation from Mr Tim Baker FRICS, on the development of land NGR 284242 99827 (Wellparks) Exeter Road, Credition**  
Cllr Letch welcomed Mr Tim Baker, representing Waddeton Park Limited, which has a promotion agreement with the Downes Estate, who own the land. Waddeton Park Limited is charged by Downes Estate with responsibility of promoting the land through the planning system. Mr Baker was accompanied by Mr George Dundon, Associate Partner of LDA Design who are the master planners.  
  
Mr Baker and Mr Dundon proceeded to give a presentation to Councillors in relation to the site. (A copy of this presentation will be forwarded to the Town Clerk for circulation to members.) This included the surveys that have been carried out and/or commissioned; the site characteristics and constraints; visibility of the site from different areas in the town; vehicular access; possible development layout incorporating a potential 185 houses, which would contain a significant proportion (35%) of affordable housing.  
  
At the end of the presentation Mr Baker explained to Councillors that they would like to run an exhibition in Credition in the future, in order to consult the public on the proposals.  
  
Councillors then had the opportunity to ask questions.
- 1401/193      **Public Question Time**  
There were no questions from the public.
- 1401/194      **Order of Business**  
There were no changes to the order of business.
- 1401/195      **Chairman's and Clerk's Announcements**  
The Chairman reminded Councillors that volunteers were required for the Peoples Park wildlife garden project in February.

- 1401/196 **Town Council Minutes – To approve and sign the minutes of the Crediton Town Council meeting held on 17<sup>th</sup> December 2013, as a correct record.**  
Copies had been circulated with the agenda. It was **resolved** to approve, and sign, the minutes of the Crediton Town Council meeting held on 17<sup>th</sup> December 2013, as a correct record. (Proposed by Cllr Harris and seconded by Cllr Wyer)
- Cllr Brookes-Hocking left the meeting at 7.55 pm.
- 1401/197 **Matters Arising - At the direction of the Chairman, to report on matters arising from the minutes of the Meeting held on 17<sup>th</sup> December 2013, for information only.**  
Minute Number 1312/180 – Cllr Letch asked if a letter had been sent to the Police. The Clerk confirmed this had been done, however no response had been received as yet.
- 1401/198 **To receive, and to ratify the decisions therein, the minutes of the following committee meetings and working groups:**
- Finance Committee held on 17<sup>th</sup> December 2013
  - Finance & General Purposes Committee Meeting held on 7<sup>th</sup> January 2014
  - Property & Allotments Committee Meeting held on 14<sup>th</sup> January 2014
- The minutes of the meetings had been circulated with the agenda.
- It was **resolved** to receive and to ratify the decisions therein, the minutes of the Finance Committee Meeting held on 17<sup>th</sup> December 2013. (Proposed by Cllr Harris, seconded by Cllr Szabo)
- It was **resolved** to receive and to ratify the decisions therein, the minutes of the Finance & General Purposes Committee Meeting held on 7<sup>th</sup> January 2014. (Proposed by Cllr Harris, seconded by Cllr Letch)
- It was **resolved** to receive and to ratify the decisions therein, the minutes of the Property & Allotments Committee Meeting held on 14<sup>th</sup> January 2014. (Proposed by Cllr Harris, seconded by Cllr Letch)
- 1401/199 **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.
- 1401/200 **To consider and amend/agree the revised Terms of Reference of the Finance & General Purposes Committee following the amalgamation of the Finance Committee and Finance & General Purposes Committee**  
It was **resolved** to adopt the revised Terms of Reference of the Finance & General Purposes Committee with immediate effect. (Proposed by Cllr Letch, seconded by Cllr Ford)
- 1401/201 **To consider and amend/agree the Council's revised Scheme of Delegation following the amalgamation of the Finance Committee and Finance & General Purposes Committee**  
It was **resolved** to adopt the Council's revised Scheme of Delegation with immediate effect. (Proposed by Cllr Letch, seconded by Cllr Harris)
- 1401/202 **To consider a TAP Fund application from Crediton Arts Centre and to decide whether to support it**  
Copies of the application together with supporting documentation had been issued with the agenda

Cllr Downes declared a disclosable pecuniary interest as an employee of the Arts Centre and left the room.

It was **resolved** to support Crediton Arts Centre in their TAP Fund application for £2000 for the Crediton flag project. (Proposed by Cllr Harris, seconded by Cllr Wyer)

Cllr Way arrived at 8.02 pm 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.

Cllr Downes returned to the room.

1401/203 **To consider a request from Cllr Hughes to be appointed as a member of Crediton Town Council's Finance & General Purposes Committee.**

It was **resolved** to appoint Cllr Hughes as a member of the Town Council's Finance & General Purposes Committee (Proposed by Cllr Harris, seconded by Cllr Letch)

1401/204 **To appoint a Council representative to serve on the Newcombes Meadow Community Group.**

It was **resolved** to appoint Cllr Wyer as the Council's representative to serve on the Newcombes Meadow Community Group. (Proposed by Cllr Letch, seconded by Cllr Downes)

1401/205 **To consider whether the Council formally recognises the Crediton Chamber of Commerce.**

This item has been requested by Cllr Vincent. Cllr Vincent was not present. The Clerk read a letter received via e-mail that evening from Mr Coryton, Co-Chairman of Crediton Chamber of Commerce. It was **resolved** to reply to Mr Coryton's letter acknowledging receipt and confirming the contents had been noted. (Proposed by Cllr Harris, seconded by Cllr Letch)

1401/206 **To consider asking Mid Devon District Council to provide a complete recycling centre, including plastics, in Crediton, similar to the centre in Tedburn St Mary.**

This item had been requested by Cllr Szabo. Cllr Letch advised that this is one of the questions he would be putting to Mel Stride MP at the meeting in March. Cllr Szabo gave a brief overview of the facility in Tedburn St Mary, although he did not know who provided it. Cllr Downes explained that Mid Devon District Council is currently reviewing waste collection and recycling services and there could be changes to the service provided in the future. He added that Mid Devon District Council was facing further funding cuts and one of the biggest spends in Mid Devon is waste and recycling.

1401/207 **To consider reminding Devon County Council 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.**

This item has been requested by Cllr Way. It was **resolved** to write to Devon County Council reminding them of this aspiration and to write to Mid Devon District Council, as the Planning Authority, requesting that the provision of a pavement should be a condition of any development at the Mole Avon and ATS sites. (Proposed by Cllr Way, seconded by Cllr Downes)

1401/208 **To receive updates on the following issues:**

- **Belle Parade cycle route**
- **Dropped kerb at Exeter Road**

This item had been requested by Cllr Downes.

**Belle Parade cycle route** – neither the Clerk nor Cllr Way had received an update since December 2013, when it was understood the legal paperwork was being dealt with. Cllr Way advised that as soon as he received an update he would circulate it to all members.

**Dropped kerb at Exeter Road** – Councillors discussed the most recent letter received from Devon County Council stating nothing could be done, and found this response to be unacceptable. Cllr Way confirmed the issue will be discussed by Devon County Council's Highways and Traffic Orders Committee (HATOC) in March 2014. It was **resolved** to write to Devon County Council, with a copy being sent to County Councillor Way, stating that as a bare minimum a dropped kerb should be installed. (Proposed by Cllr Downes, seconded by Cllr Way)

- 1401/209 **To consider and comment on Devon County Council's proposed budget reductions, which may make a difference to public transport and concessionary bus travel in Devon in 2014-2015.**  
It was **resolved** to accept that there had to be cuts. (Proposed by Cllr Harris, seconded by Cllr Ford. Cllr Way abstained.)
- 1401/210 **To consider a letter received from The Crediton Archive offering to photograph the Council, Councillors and employees as means of showing what the Council does and agree a course of action.**  
A copy of the letter had been issued with the agenda. It was **resolved** to thank Crediton Archive for its kind offer, however, the Council does not wish to accept it at the current time. (Proposed by Cllr Letch, seconded by Cllr Harris)
- 1401/211 **To receive recommendations/nominations for individuals who will receive a Crediton Town plate at the Mayor's Reception 2014.**  
Cllr Letch reminded Councillors that this is to recognise the efforts of those who demonstrate outstanding commitment to the well-being of Crediton and the community. He asked Councillors to submit nominations to the Town Clerk with the reason for the submission. All submissions would be considered at the February Council meeting in Part Two.
- 1401/212 **Councillor Reports**  
Cllr Wyer reported:
- He had attended a meeting of the Newcombes Meadow Community Group on the 20<sup>th</sup> January, which had also been attended by Mr Steve Densham, Development Services Manager, Mid Devon District Council. Mr Densham had advised that as well as the Section 106 money that had been earmarked by District Councillors for the project, he was able to commit £50,000 to the playground refurbishment/regeneration. It is hoped that the project will be completed by summer 2014.
- Cllr Downes reported:
- He was concerned to read a letter in the last edition of the Crediton Courier regarding planting in Newcombes Meadow and had sought clarification from Mid Devon District Council Officers. He advised there are no plans to make any changes to the beds around or near St Boniface statue. There will be no spring bedding in the park, this has been the case for at least the last three years and has been done along with other areas in the district as part of cost saving. The rose bed in the park near the library was levelled and grassed because the roses were very old and past their sell-by date. The decision was made as part of cost saving, not just the cost of the roses but for the future maintenance. The rose beds at the entrance of Belle Parade are staying and all planting carried out by the service around the district will stay as it is for now. A letter detailing all this will be sent by Cllr Downes to the Crediton Courier.
- 1401/213 **Correspondence and Matters to Note**
1. Crediton Church Corporation – Letter: Thank you for Grant Funding; Christmas Tree Festival.
  2. DCC – Control of Waiting & 30 MPH Speed Limit (Traffic Orders): *(Distributed to Cllrs 19 Dec. 2013, issue is ongoing with DCC).*
  3. DCC – Letter to Mrs E. Brown: Response to Request for a Footway at Jockey Hill, *(Distributed to Cllrs 19 Dec. 2013).*

4. DCC – Road Closure Notification: Uton Barton to Salmonhutch, 17 & 18 Feb. 2014.
5. DCC Highways – Parish Lengthsman Dates, Notification: 1.5 Days, 21 to 24 Feb. 2014, (*Distributed to Cllrs 19 Dec. 2013*).
6. NHS Blood & Transport – Letter: Request to Publicise Blood Donor Sessions; Tues. 14 Jan. 2014, (*Poster on Noticeboard*).
7. Western Power Distribution – Letter: Invitation to Stakeholder Workshop, 10 Feb. 2014, Exeter Racecourse.
8. Big Lottery Fund – Letter: End of Grant Report Acknowledgement, (*No further action required*).
9. MDDC – Letter: Calling in of Application 13/01449/FULL, (Creedy Manor PV Array), to Planning Committee, (08 Jan. 2014).
10. Local Gov. Information Unit – Notification: Deadline for National Councillor Awards, (17 Jan. 2014).
11. Willand PC – e-mail: Request Concerning Grass Cutting Contractors, (*Responded 23 Dec. 2013*).
12. DCC – Letter: Accommodation Strategy for Older People in Devon, Consultation Events, (Exeter 31 Jan. 2014).
13. P.Gilbert – e-mail: Enquiry on Proposed Parking Restrictions, Lords Meadow Industrial Estate, (*Responded 02 Jan. 2014, issue ongoing with DCC*).
14. D. Sparks – Letter: Clarification of Co-Option Vacancy Issue, (*Town Clerk responded 07 Jan. 2014*).
15. DCC Highways – Letter: Response to CTC Request for Pedestrian Crossing in Exeter Road.
16. Creedy LAG – Agenda: Creedy Lag Meeting 09 Jan. 2014, (Incl. Minutes 14 Nov. 2013), (*Previously distributed to Cllrs*).
17. Crediton Area Development Trust – Letter: Thank you for Grant towards Trustee Succession.
18. Pippins Pre-School – Letter: Thank you for Grant.
19. Mid Devon Gazette: Freedom of Information Request, (Fol), Concerning Council Correspondence, (*Responded 09 Jan. 2014*).
20. Mid Devon Gazette: Follow up Fol Request Concerning Council Correspondence, (*Responded 15 Jan. 2014*).
21. L Parsons – Letter to Mayor: Funding request to attend World Scout Jamboree 2015, (*Mayor's response in Draft, 16 Jan. 2014*).

Matter to Note:

1. Devon Senior Voice – Newsletter: “Everyone’s Tomorrow, Winter 2013-14.
2. SLCC – Newsletter: “The Clerk”, Jan. 2014.

Councillor Wyer requested an update on item 13 from Councillor Way in his capacity as County Councillor. Cllr Way reported that he had met with Devon County Council (DCC) Highways Officers to highlight concerns regarding the impacts the road traffic regulation order would have on businesses at Lords Meadow Industrial Estate. As a result of this meeting it had been agreed to carry out a special consultation with businesses on the Industrial Estate.

It was **resolved** to note the above correspondence and matters to note. (Proposed by Cllr Letch, seconded by Cllr Harris)

1401/214

**Business brought forward**

Cllr Szabo:

- advised there was an issue with cat faeces at the rear of 36 & 38 Saxon Close. The Clerk advised that she would report this to Environmental Health.

Cllr Way:

- advised that, with the exception of the gritting network, all road maintenance had been suspended by Devon County Council, in order to carry out necessary works following the recent storms.

Town Clerk:

- advised that she and the Mayor would be meeting with Nick Sanderson, Head of Housing & Property Services, Mid Devon District Council, next week to discuss the asset transfer of Crediton Town Square

Cllr Letch

- he and the Clerk would be attending a meeting on 22<sup>nd</sup> January regarding funding issues at Crediton & District Community Transport.

**PART TWO ITEMS**

1401/215 It was **resolved** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as it involves the likely disclosure of sensitive and confidential information. (Proposed by Cllr Letch, seconded by Cllr Harris)

1401/216 **To receive a recommendation from the Property and Allotments Committee following its consideration of the quotations received for the three year Peoples Park Grounds Maintenance Contracts**  
 The Clerk explained that three quotations had been received and each quotation had been evaluated against evaluation criteria. The recommendation from the Property and Allotments Committee was to award the contract to the company that had scored the highest level of points, which was Hooper Services. It was **resolved** to appoint the contract to Hooper Services. (Proposed by Cllr Harris, seconded by Cllr Ford)

1401/217 **Close**  
 The meeting closed at 9.05 pm

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

# Appendix 1

## Crediton Town Council

### PLANNING DECISIONS FOR THE PERIOD TO 21<sup>st</sup> JANUARY 2014

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

|  |  |
|--|--|
| <b>DECISION</b>                              | <b>Type – Decision</b>   |
|  | Reference: <b>13/01575/FULL</b> Full planning application, registered 22/11/2013 |
|  | Address: Gamlens Exhibition Road Crediton Devon EX17 1DF                         |
|  | Description: Erection of a two-storey extension                                  |
|  | Decision: <b>Grant permission</b>  |
| Web link: <a href="#">13/01575/FULL</a>      |  |
| <b>CTC Previous Comments : NO OBJECTIONS</b> |  |

|   |   |
|---|---|
| <b>DECISION</b>                         | <b>Type – Decision</b>  |
|   | Reference: <b>13/01449/FULL</b> Full planning application, registered Mon 21 Oct 2013 |
|   | Address: Land at NGR 284293 101546 (Creedy Manor) Crediton Devon                      |
|   | Description: Erection of ground mounted 16kw solar PV array with invertor store       |
|   | Decision: <b>Grant permission</b>   |
| Web link: <a href="#">13/01449/FULL</a> |   |
| <b>CTC Previous Comments : NOTED</b>    |   |

**Type – Decision**

Reference: **13/01590/FULL** Full planning application, registered 22/11/2013

Address: 38 Bowden Hill Crediton Devon EX17 3EJ

Description: Erection of a first floor extension

Decision: **Grant permission**

Web link: [13/01590/FULL](#)

**CTC Previous Comments : NO OBJECTIONS**

**Type – Decision**

Reference: **13/01567/FULL** Full planning application, registered 20/11/2013

Address: Tesco Joseph Locke Way Crediton Devon EX17 3FD

Description: Change of use of 9 parking spaces to hand car wash and valeting operation, including installation of an office and erection of a canopy

Decision: **Grant permission**

Web link: [13/01567/FULL](#)

**CTC Previous Comments : OBJECT on the grounds there are two other car washes within 100 metres of the proposed site, this would mean a proliferation of the same industries within a confined area.**



**Type – Decision**

Reference: **13/01568/ADVERT** Consent to Display an Advertisement, registered 20/11/2013

Address: Tesco Joseph Locke Way Crediton Devon EX17 3FD

Description: Advertisement Consent to display 12 non-illuminated fascia signs

Decision: **Grant permission**

Web link: [13/01568/ADVERT](#)

**CTC Previous Comments : OBJECT on the grounds of over-intensive advertising, which has an adverse impact on the area and is deemed unnecessary by Crediton Town Council.**

## Appendix 2 Crediton Town Council

### COMMENTS ON NEW APPLICATIONS FOR THE PERIOD TO 21<sup>st</sup> JANUARY 2014

#### Planning Applications

|             |  |
|-------------|--|
| APPLICATION | <p><b>Type – Application</b></p> <p>Reference: <b>13/01712/FULL</b> Full planning application, registered 03/01/2014<br/>Address: Congregational Church and Hall High Street Crediton Devon EX17 3LF<br/>Description: Replacement roof, windows and doors; new external access with railings</p> <p>Web link: <a href="#">13/01712/FULL</a></p> <p><b>CTC COMMENTS: APPROVE</b> (Proposed by Cllr Szabo, seconded by Cllr Hughes)</p>  |
| APPLICATION | <p><b>Type – Application</b></p> <p>Reference: <b>13/01713/LBC</b> Listed Building Consent, registered 03/01/2014<br/>Address: Congregational Church and Hall High Street Crediton Devon EX17 3LF<br/>Description: Listed Building Consent for replacement roof, windows and doors; new external access with railings and internal alterations</p> <p>Web link: <a href="#">13/01713/LBC</a></p> <p><b>CTC COMMENTS: APPROVE</b> (Proposed by Cllr Szabo, seconded by Cllr Hughes)</p> |

**Type – Application**

Reference: **14/00002/FULL** Full planning application, registered 06/01/2014  
Address: 3 Enfield Close Crediton Devon EX17 3RS  
Description: Erection of first floor extension and conversion of garage to form ancillary accommodation

Web link: [14/00002/FULL](#)

**CTC COMMENTS: NO OBJECTION** (Proposed by Cllr Harris, seconded by Cllr Letch)

**Type – Application**

Reference: **14/00012/FULL** Full planning application, registered 06/01/2014  
Address: Land at NGR 284260 100124 Commonmarsh Lane Lords Meadow Industrial Estate Crediton Devon  
Description: Removal of condition 11 to allow retail sales and variation of condition 13 from Classes B1 and B2 (Office/Light Industrial) to Class B8 (Storage and Distribution) use of planning permission

Web link: [14/00012/FULL](#)

**CTC COMMENTS: NO OBJECTION** (Proposed by Cllr Harris, seconded by Cllr Szabo)

**Type – Application – Revised**

Reference: **13/01368/FULL** Full planning application, registered 03/10/2013  
 Address: 115 & 116 High Street Crediton Devon EX17 3LG  
 Description: Conversion of rear commercial building to 3 dwellings; alterations to existing shops and formation of 2 additional flats at first and second floor level (**Revised Plan**)

Web link: [13/01368/FULL](#)

**CTC COMMENTS: Whilst not objecting to this application, Crediton Town Council has concerns that the quality of living space afforded with the creation of 3 dwellings may be too small and that two dwellings would be better suited to the space available (TC Meeting 19 Nov. 2013)**

It was **resolved** to reiterate the Town Council's previous comments, which are as follows:

**Whilst not objecting to this application, Crediton Town Council has concerns that the quality of living space afforded with the creation of 3 dwellings may be too small and that two dwellings would be better suited to the space available**  
 (Proposed by Cllr Letch, seconded by Cllr Harris)

**Type – Application – Revised**

Reference: **13/01399/LBC** Listed Building Consent, registered 29/10/2013  
 Applicant: Mr B Blackburn  
 Address: 115 & 116 High Street, Crediton, Devon, EX17 3LG  
 Description: Listed Building Consent for conversion of rear commercial building to 3 dwellings; alterations to existing shops and formation of 2 additional flats at first and second floor level. (**Revised Plan**)

Web link: [13/01399/LBC](#)

**CTC COMMENTS: Whilst not objecting to this application, Crediton Town Council has concerns that the quality of living space afforded with the creation of 3 dwellings may be too small and that two dwellings would be better suited to the space available (F&GP Meeting 5 Nov. 2013)**

It was **resolved** to reiterate the Town Council's previous comments, which are as follows:

**Whilst not objecting to this application, Crediton Town Council has concerns that the quality of living space afforded with the creation of 3 dwellings may be too small and that two dwellings would be better suited to the space available**  
 (Proposed by Cllr Letch, seconded by Cllr Harris)