



## Minutes of Credition Town Council's Old Landscore School Sub-Committee held on Tuesday, 7<sup>th</sup> July 2020, at 1.00 pm via Zoom

**Present:** Cllrs Mr J Ross, Mr F Letch, Miss J Harris, Mr P Vincent

**In Attendance:** Mrs Lisa Blake, Special Projects Officer (SPO)  
Mrs Rachel Avery, Town Clerk

**15. To receive and accept apologies**

None received.

**16. Declarations of Interest**

Cllr Letch declared that as a member of more than one authority, 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 Vincent declared a personal interest.

**17. Public Question Time**

There were no members of the public.

**18. Order of Business**

There were no changes to the order of business.

**19. Chairman's and Clerk's Announcements**

There were no announcements.

**20. Committee Meeting Minutes - To approve and sign as a correct record the minutes of the Old Landscore School Sub-Committee meeting held on 16<sup>th</sup> June 2020. It was resolved to approve and sign the minutes of the Old Landscore School Sub-Committee meeting held on 16<sup>th</sup> June 2020 as a correct record (Proposed by Cllr Harris).**

**21. Matters Arising**

There were no matters arising.

**22. To receive an update on the report submitted for consideration to Devon County Council regarding the purchase/long term lease of Old Landscore School under the Community Asset Transfer Scheme.**

The SPO advised that the report was submitted to David Bowles at DCC on Tuesday 30<sup>th</sup> June 2020. The proposal will be assessed and an officer recommendation prepared for submission to the relevant DCC portfolio holder for a decision. Once a decision has been made on the proposal DCC will contact CTC with an update and an "offer" to transfer the site, along with any conditions that DCC would impose. This offer can then be discussed by CTC for a decision to be made. CTC are under no obligation to accept the offer.

**23. To receive an update on the Feasibility Study for Old Landscore School and agree any actions.**

The SPO advised that along with the Town Clerk a meeting had been held with Mrs Dawn Eckhart to outline the priorities for the Feasibility Study on the Old Landscore Building.

Dawn agreed to formulate a time plan and information on the next proceedings of the progression of the Feasibility Study. (This information was provided prior to the meeting.) During the meeting, Dawn also raised the importance of a Building Condition Survey along with market valuation of the property. The SPO advised that she had made contact with a recommended company for a quotation for these services and that an update would be provided, once a response had been received. It was agreed that until the offer from DCC had been received, additional matters would not be investigated further.

**24. To receive an update on the information received from MDDC Planning Department and agree any actions.**

The SPO advised that she had contacted Helen Govier, Principal Planning Officer at MDDC for the area and based on the alterations being considered planning permission would be required. As the building is in a conservation area, planning would ensure that any developments or alterations would not result in harm to the character, appearance or significance of the conservation area. There is a free pre-application service for advice for Town Councils and this could be used to discuss the proposals in more details with a planning office and the conservation officer once firmer decisions and sketch plans were available.

**25. To receive an update on the meeting with Building Control and agree any actions.**

The SPO advised that a meeting with Mr Rob Shaw from Building Control and Bob Brooks (RJ Brooks) had been held on 29<sup>th</sup> June 2020. Mr Shaw followed up with an email confirming the following points

- From a Building Regulations point of view the office build is relatively straightforward. A Full Plans application would be required (where drawings/specifications are submitted which are checked and approve when the Planning Department are happy with it) as there is a requirement to send drawings to the fire service the services of an architect/designer would also be required. The Building Regulations fee will be based on the estimated cost of the project.
- One element to consider that will add to the cost of the building is the need to waterproof the rear and side walls as they are retaining walls so will be to all intents and purposes like basement walls.
- The office building and the town councils plan to create car parking will need input from the Planning department.

It was requested for the SPO to circulate a copy of the email to the sub-committee.

Clhrs J Harris left the meeting at 1.33 pm

**26. Close**

The meeting closed at 1.35pm.

Signed.....  
(Chairman)

Date:.....