



Credition Town Council



Minutes of the Meeting of the Finance and General Purposes Committee held on 6 September 2011

Present:	Councillors	Miss J Harris (Chairman) Mr F Letch Mrs L Brookes-Hocking Mr T Connell Mr M Szabo Mr B Dixon Mrs A Hughes Mr A Leighton Plom
In Attendance:	Clerk Public Press	Mr M Ashley 1 Allotment Association Representative 1

AGENDA ITEMS

50. Apologies

Apologies were received and accepted from Councillor Coyngnam for personal reasons and from the Credition Fairtrade Partnership for not being able to attend.

51. Declarations of Interest

None

52. Public Question Time

None.

53. Meeting Management

Not required.

54. Chairman's & Clerk's Announcements

None.

55. General Purposes Committee Minutes

The minutes of the General Purposes Committee meeting held on 5 July 2011 were received and approved as a correct record.

56. Matters Arising

Minute 42: It was noted that the two trees aforementioned had been removed.

Minute 44: The Assistant Clerk was requested to ensure that the Speedwatch scheme volunteers had been informed.

57. Allotments

a) *Clerks Report on the Allotments*

The Assistant Clerk updated members on current issues, vacancies and the present state of the waiting list and other issues, including progress on sourcing planeings for the ramped entrance to the Barnfield site and the completion of the installation of the new gate there.

b) *Allotment Association and Tenants Issues*

A representative of the Allotment Association reported that tenants at Barnfield were getting fed up with the unserviceable tap nearest to the main gate at Barnfield. It was pointed out that there was an agenda item concerning upgrading the taps, including repairing that particular tap.

- c) *The Allotment Annual Rental Documentation*
Copies of the documentation for tenants, including the tenancy agreement and the Allotment Association newsletter were tabled and approved and the committee approved the 2011 - 2012 rental fee at 15 pence per square meter per annum.
- d) *Proposals For Replacement Taps on the Allotments*
A quotation was tabled for the necessary work to install a control valve in each stand pipe to enable the allotment taps to be removed each winter to prevent damage. Members agreed that the work should be carried out and that the Allotment Association be approached to shut off the water and remove the taps in the Autumn for over-winter storage.
- e) *Proposed Lay-Aside Areas for Exhibition Road.*
A quotation was tabled for the necessary materials to install manure lay-aside areas inside the main gates at the Exhibition Road site. Committee members agreed that the Council would purchase the materials for an allotment tenant to build them.

58. **Planning**

- a) *Recess Planning Comments*
The Town Council's August recess planning comments were received and noted.
- b) *Planning Decisions*
The Planning Authority's Decisions were noted.
- c) *Planning Applications*
Comments made in respect of planning applications considered at this meeting are appended.
- d) *Supplementary Applications and Applications/Items for Determination week ending 6 September 2011*
None.

59. **Finance**

- a) The Schedule of Accounts, Cheque numbers 3319 to 3329 and one direct debit, totalling £12,153.47, was approved.
- b) *Donation requests*
There were no donation requests.

60. **Floral Crediton Working Group Notes**

- a) The meeting notes of the Floral Crediton Working Group of 16 August 2011 were received and noted.
- b) The recommendations of the Floral Crediton Working Group meeting of 16 August 2011 were approved.

61. **People's park and Scout Memorial Working Group Notes**

- a) The meeting notes of the Peoples' Park and Scout Memorial Working Group of 23 August 2011 were received and noted.
- b) The recommendations of the Peoples' park and Scout Memorial Working Group of 23 August 2011 were approved. It was noted that the Council Chairman had written to District Ward Members to expedite the release of Section 106 funding for the project.

62. **Property**

- a) *Property Inspection*
The Assistant Clerk reported on the property inspection carried out by members of the Property and Allotments Sub-Committee. It was noted that the only issues were of minor maintenance and that there were no safety issues.
- b) *Bench in Stanbury Court*
The item was deferred as the District Council had not established a suitable location for this bench.

63. **Police Station Manning**

A series of e-mail exchanges between Councillor Leighton Plom and the Police Authority were received and noted. Councillor Leighton Plom reported that the authority's responses had satisfied him as to the operation of the new public contact arrangements.

64. Remembrance Services Road Closures

The implications of the Remembrance Day road closures meeting between the Town Clerk, County Council Officers and the President of the Crediton Branch of the Royal British Legion, of 1 September 2011 were reported to members. It was noted that the County Council would not charge a fee for processing road closure traffic orders.

65. Broadband Survey

The request of the constituency Member for Parliament for the Council to conduct a survey of broadband speeds in the area was received and members agreed that the Council will administer the survey. It was also agreed that the survey should be as wide ranging as possible and should involve the Chamber of Commerce. Members requested that the Town Clerk publicize the survey as necessary and also to advise all Councillors how they could monitor their broadband speeds.

66. Meeting Dates

The proposed meeting dates for 2011 – 2012 were received and approved.

67. Involve Mid Devon annual Conference

The Committee did not appoint a representative to the Involve Annual conference but did request that the Clerk inform Council members not present of the details of the conference so that they could attend as individuals if they so wished.

68. Crediton Access Group's Town Guide

The request of the Volunteer Centre to support the promotion of an electronic copy of the town Access Guide was considered and approved subject to there being no significant costs to the Council.

69. NALC Land and Society Commission Report

The Assistant Clerk's report submitted in response to the NALC consultation on the Land and Society Commission Report was tabled and received. Committee members asked that it be submitted to the District Council Head of Planning, other appropriated District Council Officers and the appropriate County Council Officer with strong requests for the Town Council's issues to be addressed.

AGENDA (*items for discussion and recommendation*)

70. Winter Weather Preparations

The item was deferred to a meeting agenda where the County Council Ward Member would be in attendance.

71. Correspondence Received.

1. Blackrock Investment Management – Letter: Interim Report to 31 May 2011 Change of Policy Notification.
2. Action For Market Towns – Letter: National Convention – Invitation & Information.
3. QECC – Invitation to Mayor: Celebration Evening – 14 September 2011.
4. MDDC – Letter: Managed ICT Service – Signed Copy.
5. Senior Council for Devon – Invitation to Mayor: Intergenerational Event – 12 November 2011.
6. Coplestone Recreation Association – Invitation to Mayor: Fun Day in Support of Recreational Field – 10 September 2011.
7. NHS Blood & Transplant Service – Letter: Request for assistance in promoting local Blood Donation Sessions.
8. Plus Publishing Services – Letter: Promotion of Town Guide.
9. MDDC – Tribute: A Tribute to Dave Scott from his Colleagues.
10. DCC – Letter: Changes to Devon Libraries' Opening Hours 2011 – 2012.
11. Mrs S.Chalton – Letter: Copy of letter to MDDC re, Cokles Rise Development Proposal.

12. MDDC – Press Release: ICT Managed Services Partnerships with Town & Parish Councils.
13. Crediton & District Access Group – e-mail: Response to MDDC Review of Polling Places & Stations.
14. MDDC – e-mail: Introduction of Community Support Service and Information.
15. Mrs B.Akroyd –e-mail: Appreciation of Shobrooke Park Aeon Festival. *(Pass letter to Festival Organisers)*
16. MDDC – Letter: Response to Town Council re. Town Square Booking Procedures. *(Future Agenda Item)*
17. Friends of Newcombes Surgery – Letter: Request for Double Yellow Lines outside Surgery. *(Passed to DCC Ward Member).*
18. DCC – e-mail: National Highways & Transport Network Survey. *(Future Agenda Item).*

Information –

1. Clerk & Councils Direct – Newsletter: September 2011.
2. Devon Playing Field Association – Newsletter: The Playing Field - Summer 2011.
3. QECC –Newsletter: June 2011.
4. Dept of Communities & Local Government – Guidance to Planning Authorities: Local Development Orders for Supporting Businesses & Shops in the wake of recent public order incidents.
5. SLCC – Agenda: Devon Branch AGM – 6 September 2011.
6. MDDC – Summons & Agenda: District Council Meeting of 7 September 2011.
7. DCC – Newsletter: Emergency Management – September 2011.
8. SLCC – Notice of AGM: Saturday October 15 2011.
9. SLCC – Newsletter: The Clerk – September 2011.

Business Brought Forward

72. Moto Xross Noise Complaints

The Council Chairman reported that he had received a number of telephone complaints concerning the noise from the Moto Xross event held over the weekend to the west of the town, on the Yeoford road.

73. Parliament Street Development Site Cleanliness

The Council Chairman reported on the mud on the road in Parliament Street outside the new development alongside the telephone exchange. The Clerk was requested to inform the Highway Authority to monitor the situation.

74. High Street Loading Bays

Councillor Dixon reported that the removal of the roadway “loading bay” markings on the High Street was causing much confusion and he believed resulted in increased parking ticketing. It was noted that the Department for Transport advice on the issue was for guidance only and was not mandatory. The Clerk was requested to contact the Highway Authority to re-emphasise the Town Council’s position on loading bay markings and to re-instate the road markings.

75. High Street Traffic Flow

Councillor Connell reported that the changes to parking bays and road markings at the bus stops in the centre of the High Street had resulted in greater traffic congestion, not less. It was noted that the original proposal for an offset centre line would have allowed traffic to pass the stopped buses and that without it drivers were not taking the initiative to pull out around the buses. The Clerk was requested to contact the Highways Authority to re-emphasise the Council’s position on the offset centreline. It was agreed that Councillor Hughes of the County Council be copied in.

76. Market Street Loading Bays

Councillor Connell requested an update on his suggestion for improving signage for the Market Street Loading Bays. The Clerk updated members on current progress.

77. Crediton Volunteer Group

Councillor Hughes reported attending the recent meeting of the Crediton Volunteer Group. It was reported that Involve Mid Devon were asking for any suggestions for local volunteer organisations to be listed in a local directory.

78. DALC General Purposes Committee

Councillor Hughes reported that she will be attending the forthcoming DALC General Purposes Committee meeting.

79. Sustainable Crediton Proposed Climate Change Seminar

The Clerk reminded members that Councillors had agreed to consider the submitted papers from Sustainable Crediton with a view to inviting them to organise a seminar for the Council on climate change and the challenges it poses for Crediton. This was requested as a future agenda item.

Meeting closed at approximately 20:21

Signed:

(J Harris, Chairman)

Date:

Crediton Town Council

PLANNING DECISIONS AND APPLICATIONS FOR TOWN COUNCIL RECESS 4 AUGUST 2011

Planning Decisions – as notified by the Planning Authority:

DECISION	Type – Decision
	Reference: 11/00854/FULL Full planning application.
	Address: Redlands 16 George Hill Crediton Devon EX17 2DT
	Description: Erection of 2 porticos, porch, and sun room
	Decision: Grant Permission
Web link: 11/00854/FULL	

Planning Applications

APPLICATION	Type – Application
	Reference: 11/00962/FULL Full planning application.
	Address: Land at NGR 282892 100438, (Former Hillside Site), Buller Road, Crediton, Devon
	Description: Demolition of existing bungalow and erection of 2 no. dwellings (Revised Scheme)
Web link: 11/00962/FULL	
OBJECTION – as previously commented. The proposed building will excessively overlook neighbouring, lower level properties. Councillors were also concerned about increased traffic levels and parking in the narrow part of Buller Road.	

APPLICATION	Type – Application
	Reference: 11/01067/FULL Full planning application.
	Address: Henley House, CREDITON, EX17 3PR
	Description: Change of use of building from a (C2) residential institution to a single residential dwelling (C3)
Web link: 11/01067/FULL	
NO OBJECTIONS	

APPLICATION	Type – Application
	Reference: 11/01086/LBC Listed Building Consent.
	Address: Henley House, CREDITON, EX17 3PR
	Description: Listed Building Consent for the change of use of building from a (C2) residential institution to a single residential dwelling (C3)
Web link: 11/01086/LBC	
NO OBJECTIONS	

APPLICATION	Type – Application
	Reference: 11/01085/FULL Full planning application.
	Address: 5 Laburnum Cottages, Belle Court, CREDITON, EX17 3LE
	Description: Erection of verandah style canopy
Web link: 11/01085/FULL	
NO OBJECTIONS	

APPLICATION	Type – Application
	Reference: 11/01109/FULL Full planning application. Address: Land at NGR 283605 100002, Cockles Rise, Crediton, Devon Description: Erection of 4 dwellings and associated works
	Web link: 11/01109/FULL
OBJECTION – on the grounds of the height of the proposed development and its proximity to the Dean Street two storey cottages in the conservation area. Concerns were also expressed about the potential loss of parking spaces at Cockles Rise and the preservation of access across the land. Additional comments will be provided, as an update, following a possible site meeting and further discussion at the next Council meeting (6 September).	

APPLICATION	Type – Application
	Reference: 11/01174/FULL Full planning application. Address: Land at NGR 284284 100136, Commonmarsh Lane, Lords Meadow Industrial Estate, Crediton, Devon Description: Erection of two B1/B2 use light industrial units
	Web link: 11/01174/FULL
NO OBJECTIONS	

Crediton Town Council

PLANNING DECISIONS AND APPLICATIONS FOR TOWN COUNCIL RECESS 24 AUGUST 2011

Planning Decisions – as notified by the Planning Authority:

DECISION	<p>Type – Decision</p> <p>Reference: 10/01263/LBC Listed Building Consent Address: 81 High Street Crediton Devon EX17 3LA Description: Listed Building Consent for the installation of replacement windows Decision: Refuse permission Web link: 10/01263/LBC</p>
DECISION	<p>Type – Decision</p> <p>Reference: 10/01264/FULL Full planning application Address: 81 High Street Crediton Devon EX17 3LA Description: Installation of replacement windows - PLANNING PERMISSION NOT REQUIRED (ONLY LISTED BUILDING CONSENT NECESSARY SEE 10/01263/LBC) Decision: Application Deleted Web link: 10/01264/FULL</p>

DECISION

Type – Decision

Reference: **11/00718/CAC** Conservation Area Consent
Address: St Elmo Searle Street Crediton Devon EX17 2DB
Description: Conservation Area Consent for removal of section of garden wall
Decision: **Grant permission**
Web link: 11/00718/CAC

DECISION

Type – Decision

Reference: **11/00813/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
Decision: **Refuse permission**
Web link: 11/00813/FULL

DECISION

Type – Decision

Reference: **11/00821/LBC** Listed Building Consent
Address: Gothic Cottage Parliament Street Crediton Devon EX17 2BP
Description: Listed Building Consent for the replacement of existing first floor veranda and replacement of existing windows on south elevation with painted timber double glazed casement windows
Decision: **Grant permission**
Web link: 11/00821/LBC

DECISION

Type – Decision

Reference: **11/00888/CLP** CLP for PROPOSED Use or Operation
Address: St Elmo Searle Street Crediton Devon EX17 2DB
Description: Certificate of lawfulness for the proposed creation of off road parking
Decision: **Grant permission**

Web link: 11/00888/CLP

DECISION

Type – Decision

Reference: **11/00900/LBC** Listed Building Consent
Address: Winswood Spinney Park Road Crediton Devon EX17 3BS
Description: Listed Building Consent to replace wooden supports to roof overhang
Decision: **Grant permission**

Web link: 11/00900/LBC

DECISION

Type – Decision

Reference: **11/01010/ARM** Approval of Reserved Matters
Address: Land at NGR 282362 100434 (R/O Shangri-la) Broad Close Crediton Devon
Description: Reserved Matters for the erection of a dwelling following Outline approval 10/00342/OUT (Revised Scheme)
Decision: **Grant permission**

Web link: 11/01010/ARM

Planning Applications

APPLICATION	<p>Type – Application</p> <p>Reference: 11/01188/LBC Listed Building Consent, registered 12/08/2011 Address: Gothic Cottage Parliament Street Crediton Devon EX17 2BP Description: Listed Building Consent for alterations to first floor veranda, installation of 3 replacement windows, and erection of extension and garden shed</p> <p>Web link: 11/01188/LBC</p> <p>No Objections -</p>
APPLICATION	<p>Type – Application</p> <p>Reference: 11/01189/FULL Full planning application, registered 12/08/2011 Address: Gothic Cottage Parliament Street Crediton Devon EX17 2BP Description: Alterations to first floor veranda, installation of 3 replacement windows, and erection of extension and garden shed</p> <p>Web link: 11/01189/FULL</p> <p>No Objections -</p>
APPLICATION	<p>Type – Application</p> <p>Reference: 11/01194/FULL Full planning application, registered 10/08/2011 Address: Creative Furniture Exeter Road Crediton Devon EX17 3BN Description: Change of use and external alterations to form veterinary clinic, including 2 nurse's flats and separate suite of B1 offices (including insertion/alteration of doors/windows)</p> <p>Web link: 11/01194/FULL</p> <p>No Objections -</p>

Type – Application

Reference: **11/01203/FULL** Full planning application, registered 08/08/2011
Address: Rotamic Engineering Marsh Road Lords Meadow Industrial Estate Crediton Devon EX17 1EU
Description: Installation of new door, access, steps, replacement windows and re-hanging of existing gate

Web link: [11/01203/FULL](#)

No Objections -

Crediton Town Council

PLANNING DECISIONS AND APPLICATIONS FOR FINANCE & GENERAL PURPOSES COMMITTEE MEETING 6 SEPTEMBER 2011

Planning Decisions – as notified by the Planning Authority:

DECISION	Type – Decision
	<p>Reference: 11/00979/FULL Full planning application Address: Newcroft Western Road Crediton Devon EX17 3NB Description: Erection of single storey extension Decision: Grant permission Web link: 11/00979/FULL</p>

Planning Applications Nil

Crediton Town Council

SCHEDULE OF ACCOUNTS SUBMITTED TO A MEETING OF THE F & GP COMMITTEE 6 September 2011

Cheque Number	Comment			Amount	Amount
3199	Land Registry	4251	Cheque Cancelled	LGA 1972 S111	-40.00
3320	Charlesworth Nicholl	4251	Registration Peoples' Park	LGA 1972 S111	40.00
3321	Hoopers Services	4284	People's Park & Allotments	OSA 1906 S10/SHAA '08 S26	375.00
3322	Concorde Copiers	4285	Printer Costs	LGA 1972 S111	39.68
		4296	Printer Costs	LGA 1972 S111	46.18
					85.86
3323	Mr Phil Martin	4286	Repair of Barnfield Tap	SHAA 1908 S.26	58.96
3324	Mr Peter Davis	4287	Peoples' Park Work	OJSA 1906 S.10	1,412.87
3325	NALC	4289	LCR Subscription Renewal	LGA 1972 S111	15.50
3326	Phillips Print & Stationery	4290	Newsletter Printing	LGA 1972 S111	178.00
3327	MDDC	4293	Salary Recharge Jul.	LGA 1972 S111	4,792.14
		4294	IT Support Aug.	LGA 1972 S111	216.00
		4297	Salary Recharge Aug.	LGA 1972 S111	4,792.14
					9,800.28
3328	Mole Avon Trading Ltd	4295	Barnfield Gate	SHAA 1908 S.26	109.00
3329	Cred. District Transport	4298	Venue Hire, SW In Bloom	LGA 1972 S111	36.00
		4299	Bus Hire, SW In Bloom	LGA 1972 S111	72.00
					108.00
D/D	To be Paid by D/Debit 28 Jul. 2011				
	EDF Energy	4288	Bandstand Electricity	LGA '72 S111	10.00
Total					12,153.47

Crediton Town Council

BANK BALANCES SUBMITTED TO A MEETING OF THE F & GP COMMITTEE 6 September 2011 (As @ 1 September 2011)

Lloyds Current	3,719.69
Precept Reserve	71,827.59
Reserves	30,009.88
Petty Cash	34.92
Income Petty Cash	78.64
Total	105,670.72

Crediton Town Council

ASSETS & COMMITMENTS SUBMITTED TO A MEETING OF THE F & GP COMMITTEE 6 September 2011 (As @ 1 September 2011)

Bank & Cash Holdings	105,670.72
VAT	5,495.18
Creditors (Suppliers & Liabilities)	-12,153.47
Debtors (Customers)	1,486.43
Total	100,498.86