



Credition Town Council



Minutes of the Meeting of the Town Council held on
22 November 2011

Present:	Councillors	Mr F Letch (Chairman) Mr J Downes Miss J Harris Mrs A Hughes Mr N Way Mr A Leighton Plom Mr R Adams Mrs E Brookes-Hocking Mr T Connell Mr M Szabo Mrs L Conyngham Mr W Dixon
In Attendance:	Clerk MDDC Planning Enforcement Officer Press Public	Mr M Maggs Mr G Crocker 2 0

AGENDA ITEMS

110. To receive apologies

None.

111. Declarations of Interest

Code of Conduct	Councillors 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.
Personal	Councillor Way	Minute 120a
Personal	Councillor Way	Minute 122
Personal	Councillor Dixon	Minute 120a
Personal	Councillor Conyngham	Minute 121b Account 3365

112. Meeting Management

No changes were made to the order of the agenda.

113. Presentation

The MDDC Planning Enforcement Officer provided a brief summary and answered questions on MDDC's proposed alterations to the Area of Special Control of Advertisements.

Despite the officer's best efforts, councillors could not see any benefit in its introduction. Councillors found the statements made by the planning authority confusing and in conflict with the existing policy and with the Town Council's aspirations. The local guidance document on shop fronts and signage produced with the help of the Town Council and

used by the Planning Authority in its advice to developers was promoted by members as an appropriate benchmark that should be retained. Members expressed serious concerns about any relaxation in the current regulations.

The Chairman thanked the MDDC officer for attending the meeting and providing information on the ASCA proposals.

114. Public Question Time

None.

115. Chairman's & Clerk's Announcements

The Chairman had no announcements to make.

The Assistant Town Clerk had provided councillors with copies of the revised Standing Orders (Part Two) at the previous Finance & General Purposes Committee meeting. Copies for members who were not present at that meeting had been tabled for collection. The Clerk reminded members to retain their existing copy of Standing Orders as Part One (Chairmanship) was still current. The replacement Part One (Law & Procedure for Local Councils) had not yet been adopted by the Council. A paper copy was in circulation for discussion at a later date. The Clerk considered this to be a very valuable and useful tool, especially for new councillors, but, unfortunately, it was not being made available in electronic format.

The Clerk reported that an urgent request had been received to draw down a proportion of the funding ((£1000) reserved for the Tanglewood Project. There were no objections to advancing the money which complied with the Council's previous decision on this matter.

116. Town Council Minutes

The minutes of the Town Council meeting held on 18 October 2011 were received and approved as a correct record.

117. Matters Arising.

Minute 109: The Chairman reminded members about the review meeting to be held on 24 November and urged all members to attend.

118. Finance and General Purposes Committee Minutes

a) *Minutes*

The minutes of the General Purposes Committee meeting held on 8 November 2011 were received and noted.

b) *Recommendations*

The recommendations of the Committee were approved as minuted.

Minute 113: Copies of the draft letters had been distributed to councillors. The Clerk was asked to finalise and despatch as agreed.

119. Floral Crediton Working Group Notes

a) *Notes*

The meeting notes of the Floral Crediton Working Group of 15 November 2011 were received and noted.

b) *Recommendations*

The recommendations of the Working Group were approved.

120. Planning

a) *Rescission*

The following motion of rescission of previous decision was presented, signed by 6 councillors:

"The undersigned give notice of motion, in accordance with standing order 11, to request that the Council, at its meeting on 22 November 2011, considers rescission of its decision made of the council held on 18 October 2001, minute 096c (Application DCC/3272/20011) and further propose for consideration, the following motion:

This Council supports the Crediton Link Road project. We also call on Devon County Council to give proper and further consideration to the impact the new road is to have on the local road network and to carry out any necessary work to mitigate issues that may arise."

Following a protracted debate, the motion was carried with 8 votes in favour, 3 votes against and 1 abstention. Councillors Dixon, Brookes-Hocking and Conyngham requested that their votes against be recorded.

b) *Community Infrastructure Levy*

A verbal report was given following a meeting held between members of the Council's Policy & Forward Planning Working Group and the MDDC Forward Planning Team Leader. It was agreed that the Council's formal response would be based on the report of the meeting. The Clerk to reply in consultation with Councillors Brookes-Hocking, Dixon and Hughes. A copy of the report of the meeting would be circulated to all councillors.

c) *Supplementary Planning Document – Meeting Housing Needs*
Noted.

d) *Supplementary Planning Document – Green Infrastructure*

Members considered the document too long and complicated but nevertheless very comprehensive. It was agreed to support the document, in general terms, but members would appreciate, in the near future and before implementation, some explanation on the detail and how it would affect Crediton. The Clerk to respond and request.

e) *Area of Special Control of Advertisements*

Following the presentation under minute 113, councillors remained confused and totally unconvinced about the need for the change and had serious reservations about the implementation of this policy. The Council agreed to request that the Planning Authority should not relax any current restrictions on the control of advertisements. It should continue to act on the current policy and actively promote the adoption of the guidance document on Shop Fronts and Signage. If necessary, a more detailed explanation on the policy and how it would affect Crediton should be provided by the Planning Authority before consideration was given to its implementation.

f) *Planning Decisions*

Noted. Decisions notified by the planning authority are appended.

g) *Planning Applications*

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

h) *Planning Applications/Items for Determination week ending 22 November 2011*
None.

121. Finance

a) *Audit*

The unqualified certificate of completion of audit was received and approval was given for the publication of the accounting statements and notice of completion of audit.

Both the Town Clerk and the Assistant Town Clerk were thanked for their efforts in achieving another successfully completed audit.

b) *Schedule of Accounts*

The Schedule of Accounts, numbers 3363 to 3368 including direct debit 4338 totalling £2,412.86 was approved.

c) *Donation Requests*

None.

122. Devon County Council

The County Ward Member updated members on the Winter Service arrangements including training for volunteer snow wardens. No volunteers had come forward from the town. The request for a grit bin at Broad Close had been investigated by county officers but the location was considered unsuitable. A total of five locations had been approved and the Council confirmed its provisional support to fund up to half the cost to a total of £750 to be taken from the Street Furniture allocation.

123. Chamber of Commerce

It was explained that the main purpose in discussing this issue was to increase co-operation with the Chamber of Commerce so that it would become a more vibrant part of the community.

The Chairman reported that the Town Council's commitment to and co-operation with the Vice Chairman of the Chamber of Commerce was outstanding and enabled us (Council and Chamber) to provide better floral and lighting displays this year.

It was proposed and agreed, with some reservations, that a small group be set up, in partnership with the Chamber of Commerce, to help promote the town. Councillors Connell, Hughes and Dixon agreed to become members.

The Clerk reminded members that the Council was a member of an advisory group (Action for Market Towns) which offered guidance and support for small towns covering a comprehensive range of topics including marketing and promotion.

124. Technical Reforms of Council Tax

There was general agreement to support the reforms detailed in the document. It was further agreed to recommend that consideration should be given to providing greater clarity on the billing process. It was suggested that the principal beneficiary of Council Tax (DCC) should be the named authority on the bill. Currently District or Unitary Authorities are the collection/billing authorities.

125. Rural Services Network Consultation

It was agreed that there would be no formal response from the Council but individual members were encouraged to respond if they felt the need.

126. Council Surgeries & Produce Market

The Chairman reported that he was willing to continue with the current arrangements (provide a presence at monthly Produce Markets) as they had proved to be more successful than dedicated afternoon or evening surgeries. He would be prepared to cover a period between 1000 and 1100. Other members offered their support and it was agreed that a rota needed to be agreed in advance. An item would be placed on each full Council agenda to confirm future attendance in advance of each monthly Produce Market.

127. Youth Council

Following a brief explanation and update from Councillor Leighton Plom, it was agreed that the Council would support his initial approaches to QECC to ascertain whether students would be interested in setting up a Youth Council. It was further agreed that Councillor Leighton Plom should produce a scoping report providing evidence of support with options and costs, before consideration would be given to implementation of the project.

128. Christmas Function

In previous years councillors had arranged a small Christmas social function. The issue was not a matter for the Council but was a private matter for individual members. Councillors Hughes and Connell agreed to liaise and organise.

129. Boniface Link Association

Councillors Letch and Harris agreed to replace Councillor Hughes as the Council representative.

130. Astronomy Event

The Clerk had circulated an email from QECC requesting support for an Astronomy Event in the New Year. Members expressed their initial support but asked whether local residents had been consulted on the proposal to turn off lighting in the area. The Clerk was asked to gain further information from QECC and in accordance with the Council's policy on Grant Funding.

131. Councillor Reports

a) *Mid Devon Transport Forum (Councillor Conyngham)*

A short report on items discussed at the meeting was provided. The forum covered topics including Night Rider tickets and refundable parking charges at supermarkets. The report of the meeting would be circulated.

- b) *Age Concern Conference (Councillor Conyngham)*
A short report was provided on a very useful and informative conference. Hopefully, details would be circulated when available.
- c) *Norrington House (Councillor Downes)*
It was reported that an MDDC Enforcement Officer would be investigating issues relating to Norrington House.
- d) *Exeter Road Issues (Councillor Way)*
The County Ward Member reported that Tesco would be contacted by the Highway Authority about the gap in the hedge adjacent to the store which was being used by pedestrians as an unofficial, and dangerous, point of access onto the A377.
- e) *Park Road/Street (Councillor Way)*
Problems with vehicles parking inappropriately was being investigated by the Highway Authority. Issues with visibility involving school buses had been reported.
- f) *Fire & Rescue Authority (Councillor Way)*
The Fire & Rescue Authority had issued a new local plan which was available on its website. The Clerk would circulate details. Agenda item, if requested.
- g) *Childrens Centre (Councillor Hughes)*
The Council's representative provided a report following the recent meeting. Papers would be circulated when available.
- h) *Inter-Generational Conference (Councillor Hughes)*
A brief report on the recent inter-generational conference was provided.
- i) *Funding Support (Councillor Hughes)*
Recent County Council support for the "Journey" counselling service was appreciated and much valued.

132. Administration

The Clerk updated members on the proposed public service strike action on 30 November.

133. Correspondence Received and Items of Information

Correspondence

1. DCC – e-mail: Progress of Belle Parade cycle route planning. (*Distributed to interested Councillors 9 Nov. 2011*). It was reported that finances had been approved for a scoping report only.
2. BlackRock Investment Management – Statement: Peoples Park Charity Trust.
3. DALC – e-mail: Invitation to attend a Foundation Trust application meeting. 16 Nov. – 12 Dec. 2011. (*Distributed 15 Nov. 2011*).
4. M Stride MP – Thank You Letter: Arrangements for Remembrance Sunday Service.
5. Sustainable Crediton – e-mail & Draft Letter: Letter of invitation to Sustainable Crediton/Town Council Seminar. (*Scheduled for 17 Jan. 2012*).
6. MDDC – e-mail: Notification of resurfacing works – St Saviours Way Car Park – 28 Nov. 2011.
7. UNISON – Letter: Notification of industrial action – 30 Nov. 2011.
8. Involve Mid Devon – Invitation & Agenda: Health & Social Care – Tiverton 7 Dec. 2011. (*Distributed 21 Nov. 2011*).
9. DCC – e-mail: Response to suggested Footpath 17 Extension, (Four Mills Lane). (*Distributed to P3 Sub-Committee members 21 Nov. 2011*)

Information

1. MDDC – Press Release: Free Christmas Parking in Mid Devon Town Centres (*Distributed 16 Nov. 2011*).
2. Community Safety Partnership – Information: Domestic Awareness Week; 21 – 25 Nov. 2011. (Posters on Noticeboard).
3. DALC – e-mail: 2012 Olympic Games Community Well-Being Initiative.
4. Community Safety Partnership – Minutes & Action Plan: CLAG meeting 10 Nov. 2011. (*Distributed 14 Nov. 2011*).

5. Involve Mid Devon – Meeting Notes: Workshop on Community & Well Being. (Distributed 15 Nov. 2011).
6. Crediton Children’s Centre – Minutes: Core Purpose meetings 25 Jul. & 12 Sept. 2011. (Distributed 15 Nov. 2011).
7. Senior Council For Devon – Notice: Achievements in 1st Three Years. (Distributed 15 Nov. 2011).
8. DCC – Information: Devon Youth Services Aims & Purposes & Introduction to the Acorn Project. (Distributed 15 Nov. 2011).
9. MDDC – Press Release: Notification on ending of elector registrations. (Distributed 11 Nov. 2011).
10. MDDC – Press Release: MDDC Tenants Engagement Events & Initiatives. (Distributed 11 Nov. 2011).

Business Brought Forward

134. Blagdon Fence

Painting of the fence at Blagdon Corner was progressing but another issue, involving reversed panelling, was raised which the Clerk agreed to discuss with MDDC.

135. Parking Issues

Following recent meetings and discussions, some confusion existed over who would be contacting the local MP about the on-going High Street parking issue. It was reported that the Highway Authority had been requested, following a recent HATOC meeting, to write to Central Government requesting clarification on the regulations. The County Ward member agreed to follow up.

136. Litter Bin

A request had been received for a litter bin at the bottom of Lennard Road. Agenda item at next meeting.

The meeting closed at approximately 21:50

Signed:

(F Letch, Chairman)

Date:

Crediton Town Council

PLANNING DECISIONS AND APPLICATIONS FOR TOWN COUNCIL MEETING 22 NOVEMBER 2011

Planning Decisions – as notified by the Planning Authority:

DECISION	<p>Type – Decision</p> <p>Reference: 09/01290/FULL Address: Garage at NGR 282977 100405 (Rear Of 100 High St) Waresfoot Drive Crediton Devon Description: Erection of a dwelling following demolition of 3 garages Decision: Details Pursuant Discharged on Application Web link: 09/01290/FULL</p>
DECISION	<p>Type – Decision</p> <p>Reference: 11/01086/LBC Description: Listed Building Consent for the change of use of building from a (C2) residential institution to a single residential dwelling (C3) - LBC not required Address: Henley House Crediton Devon EX17 3PR Decision: Application Deleted Web link: 11/01086/LBC</p>

DECISION

Type – Decision

Reference: **11/01330/FULL**
Description: Erection of access walkway and formation of kit shop over changing rooms
Address: Crediton Rugby Club Exhibition Road Crediton Devon EX17 1EP
Decision: **Grant permission**
Web link: [11/01330/FULL](#)

DECISION

Type – Decision

Reference: **11/01429/CLP** CLP for PROPOSED Use or Operation
Address: 11 Kirton Drive Crediton Devon EX17 3DW
Description: Certificate of lawfulness for the proposed erection of a conservatory
Decision: **Grant permission**
Web link: [11/01429/CLP](#)

DECISION

Type – Decision

Reference: **11/01540/CAT** Works to Trees in a Conservation Area
Address: 38 Bowden Hill Crediton Devon EX17 3EJ
Description: Notification of intention to remove 4 Leylandii and 1 Silver Birch within the Conservation Area
Decision: **No Objection**
Web link: [11/01540/CAT](#)

Planning Applications

APPLICATION	Type – Application
	Reference: 11/01711/FULL Full planning application, registered 28/10/2011
	Address: Parliament House Parliament Street Crediton Devon
	Description: Conversion of loft area to form 3 flats
Web link: 11/01711/FULL	
Object – Members considered that the proposal resulted in overdevelopment of an already crowded site.	

APPLICATION	Type – Application
	Reference: 11/01798/CLU Full planning application, registered 07/11/2011
	Address: Land at NGR 283142 100023 (11 Barn Park), Barn Park, Crediton, Devon
	Description: Certificate of Lawfulness for the existing use of land as domestic garden and hardstanding for the parking of vehicles
Web link: 11/01798/CLU	
Noted -	