



**Minutes of Credition Town Council Meeting, held on
Tuesday, 20th January 2015, at 7pm, at the Council Chamber, Market Street, Credition**

Present: Cllrs Mr F Letch, Miss J Harris, Mr R Adams, Mrs L Brookes-Hocking, Mr A Wyer, Mr M Szabo, Mr D Webb, Mr N Way, Mrs A Hughes, Miss G Ford and Mr J Downes (part meeting)

In Attendance: Mr Stewart Barr, University of Exeter
Mid Devon District Councillor Mr Martin Binks
Mrs Clare Dalley, Town Clerk
1 member of the press and 4 members of the public

1501/197 To receive and accept apologies
It was resolved to receive and accept apologies from Cllr Mr P Vincent (Proposed by Cllr Harris, seconded by Cllr Letch)

1501/198 Declarations of Interest
Cllr Webb declared personal interest in agenda item 20, 'To consider the Town Council providing tables and chairs on the Town Square for the use of the public'.

Cllr Way declared a personal interest, as a Devon County Councillor in agenda item 14 'To discuss the withdrawal of the 341 and 342 bus services after Saturday, 14th March 2015 and agree a course of action' and agenda item 24 'To discuss the future of The School Crossing Patrol Service'.

Cllr Way also 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

1501/199 To receive a presentation from Stewart Barr, University of Exeter, regarding the Credition flooding project.
The Chairman welcomed Mr Stewart Barr from the Geography Department of the University of Exeter. Mr Barr thanked members for the invitation to attend the Council meeting.

Cllr Downes arrived at 7.05 pm and 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

Mr Barr provided members with a presentation focusing on flooding and community resilience, a project being undertaken by the University of Exeter with funding provided by the Economic and Social Research Council.

The aim of the project, in collaboration with Devon County Council, Climate Outreach and Information Network, Devon and Somerset Fire and Rescue Service and the Environment Agency, is for the Credition community to produce a community plan for resilience in the event of a flood. The plan is devised by local people, who sign up to a series of five community based workshops over a period of six months. The workshops will focus on the following:

- Understanding the challenges posed by natural hazards and other risks in Credition;
- Finding out what the impact of hazards can have on people's lives and how people deal with these risks at present;

- Appreciating where there are vulnerabilities within the community (who and what is vulnerable);
- Sharing knowledge about what causes increased risks and vulnerabilities;
- Understanding what networks for resilience exist and how people cope in an emergency;
- Finding ways to help the community cope in an emergency and to do so at a local level.

Cllr Wyer advised members that he had already signed up to the project and was happy to report back to the Council.

There being no questions for Mr Barr, Cllr Letch thanked him for attending.

Mr Barr and 1 member of the public left the meeting.

1501/200 Public Question Time

There were no questions.

1501/201 Order of Business

It was **resolved** to bring forward agenda item 14 'To discuss the withdrawal of the 341 and 342 bus services after Saturday, 14th March 2015 and agree a course of action', to the next item on the agenda. (Proposed by Cllr Letch, seconded by Cllr Harris)

1501/202 To discuss the withdrawal of the 341 and 342 bus services after Saturday, 14th March 2015 and agree a course of action.

It was acknowledged by members that the funding for the 341 and 342 buses over the last three years had been provided by Tesco, through a Section 106 planning obligation when the store was built and this obligation ceases on 14th March 2015. Cllr Way advised that Devon County Council has written to Tesco and the company that operates the service to ask them if they would fund the bus for longer; as yet no response has been received. A local bus company has also written to Tesco and expressed an interest in providing the service and they had not received a reply to their letters either. The withdrawal of such services has happened elsewhere in Devon.

Cllr Way also advised that Devon County Council has decided to look at reducing the public bus services provided, and Crediton will be affected by this. At present, a lot of bus routes are wholly or partially financed by Devon County Council by means of a subsidy and these subsidies will be reduced. A list of services affected in Devon should be issued by Monday, 26th January 2015.

It was **resolved** for the Town Council to write to Tesco and their bus operator (copying in Mr Andrew Drayton, the stores community champion) requesting the retention of the 341 and 342 accessible buses, with a reduction in the service, for example to two days a week, only if absolutely necessary. (Proposed by Cllr Way, seconded by Cllr Harris)

1501/203 Chairman's and Clerk's Announcements

There were no announcements.

1501/204 Town Council Minutes – To approve and sign the minutes of the Crediton Town Council meeting held on Tuesday, 16th December 2014, as a correct record. Copies had been circulated with the agenda.

It was **resolved** for minute 1412/165 to be changed by removing the word 'personal' and replacing it with the word 'prejudicial'. (Proposed by Cllr Adams, seconded by Cllr Letch)

It was **resolved** to approve, and sign the amended minutes of the Town Council meeting held on 16th December 2014, as a correct record. (Proposed by Cllr Harris, seconded Cllr Wyer)

1501/205 Matters Arising - At the direction of the Chairman, to report on matters arising from the minutes of the Town Council Meeting held on 16th December 2014, for information only.

Minute number 1412/189 - Cllr Szabo requested an update from the Clerk. The Clerk apologised, as the matter had not been raised with Mr Busby as yet, she would ensure this is done by the end of the week.

1501/206 To receive, and to ratify the decisions therein, the minutes of the following Committee meetings:

- Christmas in Crediton Committee Meeting held on Tuesday, 6th January 2015
- Finance & General Purposes Committee Meeting held on Tuesday, 6th January 2015
- Peoples Park Wildlife Area Committee Meeting held on Wednesday, 7th January 2015
- Property & Allotments Committee Meeting held on Tuesday, 13th January 2015

It was **resolved** to receive and to ratify the decisions therein, the minutes of the Christmas in Crediton Committee Meeting held on Tuesday, 6th January 2015. (Proposed by Cllr Harris, seconded by Cllr Letch)

It was **resolved** to receive and to ratify the decisions therein, the minutes of the Finance & General Purposes Committee Meeting held on Tuesday, 6th January 2015. (Proposed by Cllr Harris, seconded by Cllr Brookes-Hocking)

It was **resolved** to receive and to ratify the decisions therein, the minutes of the Peoples Park Wildlife Area Committee Meeting held on Wednesday, 7th January 2015. (Proposed by Cllr Brookes-Hocking, seconded by Cllr Harris)

It was **resolved** to receive and to ratify the decisions therein, the minutes of the Property & Allotments Committee Meeting held on Tuesday, 13th January 2015 (Proposed by Cllr Harris, seconded by Cllr Brookes-Hocking)

1501/207 Mid Devon District Council – Planning Applications

Mid Devon District Council, the determining Authority, has asked for comments from this Town Council on the following planning applications:

Reference: [14/01454/FULL](#) (consultation as a neighbouring parish)
 Proposal: Installation of ground-mounted photovoltaic solar panel array to generate 4kW of power
 Location: Land at Stairhill Farm, Moorlake, Crediton, EX17 5EL
 Applicant: Mr G Wright, Stairhill Farm, Moorlake, Crediton, EX17 5EL

It was **resolved** to recommend **NO OBJECTION**. (Proposed by Cllr Brookes-Hocking, seconded by Cllr Letch)

Reference: [14/02130/MFUL](#)
 Proposal: Erection of 10 flats following demolition of existing building (Revised scheme)
 Location: 47 Mill Street, Crediton, EX17 3AA
 Applicant: Reed Construction & Developments Ltd, 3A Parliament House, Parliament Street, Crediton, EX17 2EY

It was **resolved** to recommend **NO OBJECTION**, however, the Town Council has the following concerns:

- There is a design clash between the modern balconies and the Georgian pastiche;
- There should not be security gated access to the development; the development should have open access.

. (Proposed by Cllr Brookes-Hocking, seconded by Cllr Harris)

1501/208 **Mid Devon District Council – Planning Decisions**

It was **resolved** to note that Mid Devon District Council, the determining Authority, has APPROVED the following applications with conditions as filed: (Proposed by Cllr Letch, seconded by Cllr Harris)

- Reference: [14/00388/FULL](#)
 Proposal: Erection of 3 dwellings with shared courtyard and parking areas, following demolition of existing dwelling
 Location: Fair Havens, Mill Street, Crediton, EX17 3AA
 Applicant: Mr S Harper, Fairhaven, Mill Street, Crediton, EX17 3AA
- Reference: [14/01159/FULL](#)
 Proposal: Removal of conditions 14, 15 and 16 of planning permission 13/00028/FULL relating to contamination risk assessment and remediation scheme
 Location: 25 High Street, Crediton, EX17 3AH
 Applicant: Mr David Coram, Em and Ems, Ravenhayes, Silverton, Exeter, EX5 4DA
- Reference: [14/00927/FULL](#)
 Proposal: Installation of 2 replacement bay windows
 Location: The Flat, 2 Union Road, Crediton, EX17 3AL
 Applicant: Mr W Martin, Courtneys Garage, Copplestone, Crediton, EX17 5NS

1501/209 **Mid Devon District Council – Withdrawn Applications**

It was **resolved** to note that Mid Devon District Council, the determining Authority, has advised us that the following applications have been withdrawn: (Proposed by Cllr Letch, seconded by Cllr Harris)

- Reference: [07/02064/ARM/NMAA](#)
 Proposal: Reserved Matters for the erection of 2 dwellings following Outline planning permission 05/0939/OUT - Non-Material Amendment to replace paved area of driveway with porous tarmac
 Location: Cobwebs, Barnfield, Crediton
 Applicant: Mr J Foxford, Eden House, Thorverton, EX5 5NY

1501/210 **To consider a TAP Fund application from Crediton Town Team for Crediton Festival 2015.**

A copy of the application had been issued with the agenda. Cllr Brookes-Hocking declared a personal interest. It was **resolved** to support the Crediton Town Team's request for a TAP Fund Grant for £1,000. (Proposed by Cllr Letch, seconded by Cllr Harris)

1501/211 **To receive an update from the Town Clerk on the future provision of public conveniences and the use of public convenience buildings in Crediton following negotiations with Mid Devon District Council and to agree a course of action.**

The Town Clerk provided an update on a recent meeting she had attended with Mr Andrew Busby, Estates Manager at Mid Devon District Council. The District Council will not provide any funding for the provision of public conveniences from April 2016, therefore, if the Town Council wish the public toilets in Crediton to stay open, it will have to pay the costs involved to provide the facilities. In view of this the Clerk explained that she had discussed various options with Mr Busby, including the possibility of asset transferring the toilets from the District Council. This was not an option with Market Street car park toilets due to the design and lease of the building, however, this could be considered for Newcombes Meadow toilets. The Clerk also made enquiries regarding St Lawrence Green toilets and whether Mid Devon District Council would consider asset transferring that building to the Town Council but as a storage facility not a toilet.

It was **resolved** for the Clerk to continue negotiations with Mid Devon District Council regarding the asset transfer of Newcombes Meadow toilets and the building on St Lawrence Green from Mid Devon District Council to Crediton Town Council. (Proposed by Cllr Harris, seconded by Cllr Letch)

Cllr Wyer advised that Mid Devon District Council has a building at Lords Meadow Industrial Estate for lease, which would be more than adequate for the Council's storage needs. The Clerk confirmed she would investigate.

- 1501/212 To agree for the Neighbourhood Plan earmarked funds of £4,940 to be made available to the Crediton Neighbourhood Plan Steering Group for the advancement of the Crediton Neighbourhood Plan and for the monies to be spent as the Steering Group deems appropriate.**
It was **resolved** to agree for the Neighbourhood Plan earmarked funds of £4,940 to be made available to the Crediton Neighbourhood Plan Steering Group. (Proposed by Cllr Harris, seconded Cllr Hughes)
- 1501/213 To consider amendments to Crediton Town Council's Terms of Reference as recommended by the Town Clerk.**
A copy of the Council's Terms of Reference, with suggested amendments from the Town Clerk highlighted in red, had been issued with the agenda. It was **resolved** to implement the amendments to Crediton Town Council's Terms of Reference as recommended by the Town Clerk. (Proposed by Cllr Harris, seconded by Cllr Hughes)
- 1501/214 To consider amendments to Crediton Town Council's Scheme of Delegation as recommended by the Town Clerk.**
A copy of the Council's Scheme of Delegation, with suggested amendments from the Town Clerk highlighted in red, had been issued with the agenda. It was **resolved** to implement the amendments to Crediton Town Council's Scheme of Delegation as recommended by the Town Clerk (Proposed by Cllr Harris, seconded by Cllr Ford)
- 1501/215 To discuss streamlining Crediton Town Council meetings and Crediton Town Council Committee meetings.**
Cllr Letch explained that due to the efficiency of the Clerk's office and the efficiency of Councillors reading all their papers before meetings, meetings of the Council were taking far less time. The last Finance and General Purposes Committee meeting held in January took 25 minutes. In view of this he would like to propose that the Finance and General Purposes Committee be dissolved and its functions amalgamated with those of the Council and its meetings. This would mean one less meeting per month and a reduction in the amount of administration and costs associated with Council Committee meetings. Members considered the proposal and it was **resolved** for the Finance and General Purposes Committee to be dissolved and its functions amalgamated with those of the Council and its meetings. (Proposed by Cllr Harris, seconded by Cllr Letch)

1501/216 To consider the Town Council providing tables and chairs on the Town Square for the use of the public.

The Clerk advised that she and Cllr Downes had met with Mr Andrew Busby, Estates Manager at Mid Devon District Council, to ascertain how the Town Square could be used more by the public on a daily basis with a view to creating more of a café type culture. Following this meeting Mid Devon District Council had confirmed, in writing, that permission should be granted to enable Crediton Town Council to provide table and chairs for the public to use in the Town Square. This would be done by a short legal licence.

The Clerk confirmed that she had checked the insurance implications with the Council's insurers and except for the need to insure the tables and chairs, which would be additional assets, the Council's existing insurance was sufficient.

It was **resolved** to enter into a licence with Mid Devon District Council and proceed with the scheme. (Proposed by Cllr Harris, seconded by Cllr Downes)

The Clerk confirmed she would investigate whether financial donations could be raised to pay for the purchase of tables and chairs and whether local businesses would like to donate tables and chairs to the Council. Cllr Way advised there were still some funds left in the Investing Devon local pot and the Council may be able to apply for funding for the project.

1501/217 To consider Devon County Council's Road Warden scheme and agree a course of action.

Information relating to this item had been issued with the agenda and was discussed by members. It was **resolved** to note the scheme and agreed that the Town Council does not regard it as a viable scheme for Crediton. (Proposed by Cllr Letch, seconded by Cllr Harris)

1501/218 To receive the following proposal from Cllr Vincent:

“Crediton Town Council should sub-divide the sum raised for Localism Projects and declare publicly where these funds are intended to be spent and over what period.”

A statement prepared by Cllr Vincent in support of this proposal had been issued with the agenda.

As Councillor Vincent was not present, it was **resolved** to defer the matter to the next meeting. (Proposed by Cllr Brookes-Hocking, seconded by Cllr Ford)

1501/219 To discuss road works on the A377.

This item had been requested by Cllr Adams. Cllr Adams advised members that on Thursday, 8th January 2015, 4 way unmanned traffic lights had been erected on the A377 due to roadworks. The traffic lights caused traffic to queue back to Half Moon. He pointed out that it is a requirement that any traffic lights on the A377 should be manned during peak periods and requested the Council write to Devon County Council reminding them of this obligation. It was **resolved** for the Clerk to write to Devon County Council to remind them that all temporary traffic lights in operation on the A377 during peak period should be manually operated. (Proposed by Cllr Adams, seconded by Cllr Harris)

1501/220 To discuss the future of The School Crossing Patrol Service.

This item had been requested by Cllr Way. Cllr Way re-assured members that Crediton would be keeping the school patrol outside Hayward's School.

1501/221 Councillor Reports - To receive the following reports, and at the discretion of the Chairman, to receive reports from Councillors (Town, District, and County) and representatives of the Council - strictly for information only.

Cllr Ford

- Passed information to the Clerk regarding sourcing a Christmas Tree for the Town Square.

Cllr Wyer

- Had attended Landscore School and talked to children about the new Newcombes Meadow play area.

Cllr Hughes

- Had attended the Involve Management Committee meeting and will pass the minutes to the Clerk for circulation as soon as they are available.

Cllr Way

- Would like to become more involved in the Destination Okehampton project and asked the Clerk for the groups contact details.

Cllr Brookes-Hocking

- The distribution and collection of the Neighbourhood Plan Household survey started at the weekend. She thanked those Councillors who had volunteered. Half the town had been completed and the rest would be delivered this coming weekend. Volunteers were now needed to input the data from the surveys, this work can be undertaken at home.

Cllr Letch

- Had attended a St Boniface Day Meeting, when on the 5th June 2015, amongst other events there will be parade through the Town.

District Councillor Binks

- Had attended a meeting of the Mid Devon Children's Centre Board and is pleased to report that Crediton is one of the best performing centres.

1501/222 Correspondence and Matters To Note - To receive Council correspondence and matters to note. Copies of the correspondence and matters to note had been issued with the agenda.

Correspondence:

1. Northern, Eastern and Western Devon CCG - Urgent and Necessary Measures Update
2. Cllr R Cashmore - Rural Broadband
3. Mr Cann re Crediton A377 Road Closure
4. Newcombes Meadow Community Group - Play Area Official Opening
5. NHS - Blood Donation Sessions
6. Northern, Eastern and Western Devon CCG - Updates on Urgent & Necessary Measures
7. Vaughtons - Notification of 2015 prices increases
8. The Music Makers' 2015
9. Destination Okehampton - Okehampton Times Article
10. Sustainable Crediton Newsletter Issue 54
11. DCC - Flood Investigation Reports
12. Devon Countryside Access Forum
13. NHS - Promotion of blood donation sessions
14. Healthwatch Devon - Healthwatch Voices Winter Edition
15. Mr G Foxbarnard - Thank you to Mayor and Town Council
16. Smith of Derby Ltd - Annual Clock Service Plan Offer

Initials.....

17. *Western Power Distribution - Proposed Road Closure***Matters To Note:**

1. *MDDC – Council Summons – 17th December 2014*
2. *Healthwatch Devon – Healthwatch Voices Winter 2015*
3. *Devon Senior Voice – Winter 2014/15 Issue*

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

1501/223 Business brought forward

Cllr Ford

- Several of the pavements in Crediton are in an extremely bad state.

Cllr Downes

- Had reported to Devon County Council that several trees saplings in the top field at Downes Head have been blown over during the recent inclement weather. Devon County Council had confirmed they would send their landscaping team out to replant them, but nothing has been done. He asked Cllr Way and the Clerk to pursue the issue.

Cllr Hughes

- Had been approached by residents at Threshers regarding the traffic gridlock during the start and end of school.

Cllr Way

- Advised members they need to be aware that Devon County Council and Mid Devon District Council budget cuts for 2015-2016 will impact on Crediton.

Cllr Letch

- Had received a report of children slipping on the steps from Spinning Path Gardens to Dean Street and requested Councillors check that grit bins are full as they move round the Town.

PART TWO

1501/224 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)

1501/225 To consider correspondence received from Mr D Coryton, Chairman of the Board of Governors of QE and agree a course of action.
It was **resolved** to note the correspondence from Mr D Coryton, Chairman of the Board of Governors of QE. (Proposed by Cllr Harris, seconded by Cllr Wyer)

1501/226 To receive an update from Cllr Letch and the Clerk regarding the land at Stonypark.
The Clerk provided Councillors with an update. Due to the confidential nature of this item no further information can be disclosed.

1501/227 Close
The meeting closed at 9.13 pm

Signed.....

Date:.....

Initials.....