

## HOW DOES IT WORK?

- If you live or work in Crediton you may ask questions relevant to the work of the Council at any of its public meetings.
- Meetings are advertised at least three clear days in advance, on the Council office notice board at Market Street and on the Town Council's web site.
- Public Question Time is a 30 minute slot at the beginning of each meeting.
- You can use this opportunity to ask a question, state your case or present a petition.
- Alternatively you may make a written representation to the Town Clerk in advance of the meeting.
- Written representations should be received at least two working days before the meeting.
- Verbal representations must not exceed three minutes. Written representations should be kept under 100 words. Councillors may want to ask questions afterwards.
- If your subject is due to be debated anyway, you may be asked to wait and speak just before the debate.
- You can nominate a speaker on your behalf if you prefer.

## ON THE DAY

- Come to the Council Offices in Market Street. Access to the Council Chamber is at the top of the lobby staircase. If you have a disability there is a lift to the first floor.
- Councillors sit around a table, with the public around the Chamber perimeter.
- The Council will ask, first, for representations from councillors with prejudicial interests so that they may leave the room immediately afterwards in accordance with the Council's Standing Orders and the Code of Conduct.
- The Chairman will invite you to speak during the meeting and you are reminded of the rules relating to libel and slander. You could be at risk of legal action if you say something at the meeting which is not true.
- When you have spoken, the Chairman & Councillors will decide how to proceed.
- If no decision is reached because, for example, councillors need more information or need to put the item on the agenda for further debate, you will be informed of this.
- Once your item is over, you can stay for the rest of the meeting if you wish.

## PLANNING APPLICATIONS

- Plans are available for the public to view in the District Council Offices, Market Street during office hours or MDDC website.
  - You cannot ask a question BUT representations may be made to provide relevant information.
  - One spokesperson for the applicant and one for the objectors will usually be allowed to speak on each application.
  - Representations will usually be put during Public Question Time, and then considered by councillors when the application is debated.
  - Representations should be confined to matters covered by planning legislation. Examples include:
    - Government guidance and Local / Structure Plan / The Development Plan.
    - Noise, disturbance and smells resulting from the proposed development.
    - Highway safety and traffic.
    - Design, appearance and layout.
    - Residential amenity.
    - Conservation of buildings, trees and open land.
    - Impact on the appearance of the area.
    - Effect on the level of daylight and privacy of existing property.
    - Need to safeguard the countryside or protected species of plant or animal.
    - Planning case law and previous decisions.
    - The need for development.
    - Previous planning history of the site.
- Matters outside the remit of planning cannot be considered.

## TOWN COUNCILLORS

### BONIFACE WARD

Anne Hughes	11 Newcombes Crediton, EX17 2AR	776114
Walter Brown	20 Prince of Wales Rd Crediton, EX17 2AG	774913
John Downes	Blagdon House Blagdon Crediton, EX17 1EH	774267
Joyce Harris	5 Charlotte St Crediton, EX17 3BB	775221
Frank Letch	2 Butt Parks Crediton, EX17 3HE	775739
Nick Way	Westwood House Westwood Crediton EX17 3PE	777903

### LAWRENCE WARD

Richard Adams	Lower Spencecombe Crediton, EX17 5BT	84165
Liz Brookes- Hocking	Oliver House 7 North Street Crediton, EX17 2BT	774562
Peter Finnegan	94 Westernlea Crediton, EX17 3JE	773012
David Nation	3 George Hill Crediton, EX17 2DT	774441
Tom Connell	Penton Bungalow, EX17 1DT	775851
Bob Wright	3 Okefield Ridge Crediton, EX17 2EG	773566

## USEFUL CONTACTS

Mid Devon District Council	01884 255255	<a href="http://www.middevon.gov.uk">www.middevon.gov.uk</a>
Devon County Council	0845 155015	<a href="http://www.devon.gov.uk">www.devon.gov.uk</a>
Crediton Library	01363 772578	
Citizens Advise Bureau	01363 773904	
Crediton Hospital	01363 775588	
Social Services	0845 155015	

### District & County Councillors

John Downes	(District) 774267
Bob Wright	(District) 773566
David Nation	(District) 774441
Nick Way	(District & County) 777903

### Non-Urgent Police Enquiries

08452 777444

Agendas are posted on the Town Council Notice Board outside the Council Offices in Market Street.

Agendas and minutes of meetings are also available to the public on our web site at [www.crediton.gov.uk](http://www.crediton.gov.uk).

The Council is registered under the Data Protection and Freedom of Information Acts.



## Crediton Town Council

### Public Question Time At Town Council Meetings

You elected your Town Council to represent you. Is there anything you want to tell them to influence the decisions they make?

- You can contact town councillors direct
- Or you can talk to council staff
- Or you can speak to councillors in PUBLIC QUESTION TIME at the beginning of a meeting. This leaflet explains how you do this.

Council Offices, Market Street  
Crediton, EX17 3BN  
Telephone: 01363 773717  
Fax: 08717 142066  
Email: [townclerk@crediton.gov.uk](mailto:townclerk@crediton.gov.uk)  
Web: [www.crediton.gov.uk](http://www.crediton.gov.uk)

OFFICE HOURS  
TUESDAYS and THURSDAYS  
9.30AM-12.30PM & 2.00PM-4.00PM  
At other times by appointment only