



Crediton Town Council

Market Street

Crediton

Devon

EX17 2BN

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PUBLIC NOTICE

You are hereby invited to attend a **Meeting of Crediton Town Council**, which will be held on **Tuesday, 19th January 2016**, at the **Council Chamber**, Market Street, Crediton, at **7.00 pm** for the purpose of transacting the following business.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 members of the public are welcome to attend.

Clare Dalley (Mrs)

Town Clerk

13th January 2016

Members of the press and public requiring access to any of the documents mentioned in this agenda are asked to contact the Town Clerk (electronic links to documents are provided where available).

AGENDA

1. **To receive and accept apologies** (Please make any apologies known to the Town Clerk)
2. **Declarations of Interest** – To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda.
3. **To receive a presentation from Mr Ken McKechnie regarding Crediton Community Bookshop.**
4. **Public Question Time** - To receive questions from members of the public relevant to the work of the Council (*A maximum of 30 minutes is allowed for this item, verbal questions should not exceed 3 minutes*)
5. **Order of Business** - At the discretion of the Chairman, to adjust, as necessary, the order of agenda items to accommodate visiting members, officers or members of the public.
6. **Chairman's and Clerk's Announcements** - **To receive any announcements which the Chairman and Clerk may wish to make.** For information only.
7. **Town Council Minutes** – To approve and sign the minutes of the Crediton Town Council meeting held on Tuesday, 8th December 2015, as a correct record.
8. **Matters Arising** - At the direction of the Chairman, to report on matters arising from the minutes of the Meetings held on 8th December 2015, for information only.

9. **To receive, and to ratify the decisions therein, the minutes of the**
- **Policy & Forward Planning Committee meeting held on 5th January 2016**
 - **Christmas in Crediton Committee meeting held on 12th January 2016**
 - **Property & Allotments Committee meeting held on 12th January 2016**
- (A copy of the minutes will be issued with the agenda.)
10. **Mid Devon District Council – Planning Applications** [MDDC Planning Public Access Portal](#)
Mid Devon District Council, the determining Authority, has asked for comments from this Town Council on the following planning applications:

Reference: [15/02000/LBC](#)
Proposal: Listed Building Consent to display 1 non-illuminated projecting sign and 1 non-illuminated staff information sign
Location: Crediton Dental Care, 110 High Street, Crediton, EX17 3LF
Applicant: IDH Limited, T/A My Dentist, Europa House, Europa Trading Estate, Stoneclough Road, Kearsley, Manchester, M26 1GG

Reference: [15/01989/FULL](#)
Proposal: Erection of 1 B1/B2 Use light industrial unit (Revised Scheme)
Location: Land at NGR 284260 100124 (Plot 3) Commonmarsh Lane, Lords Meadow Industrial Estate
Applicant: Mr S Nightingale, Plot 3, Commonmarsh Lane, Lords Meadow Industrial Estate, Crediton, EX17 1HU

Reference: [16/00016/FULL](#)
Proposal: Installation of ATM
Location: Post Office, 7 Market Street, Crediton, EX17 2EE
Applicant: Ms Jan Clark, Notemachine UK Ltd, Russell House, Elvicta Business Park, Crickowell, NP9 1DF

Reference: [16/00017/ADVERT](#)
Proposal: Advertisement consent for the installation of ATM fascia with internally illuminated lettering
Location: Post Office, 7 Market Street, Crediton, EX17 2EE
Applicant: Ms Jan Clark, Notemachine UK Ltd, Russell House, Elvicta Business Park, Crickowell, NP9 1DF

Reference: [15/01977/CLU](#)
Proposal: Certificate of lawfulness for the existing conversion of offices into 2 flats
Location: 10 Market Street, Crediton, EX17 2AJ
Applicant: Rodd Bros (A & E Rodd), The Old Mill, Upton Hellions, Crediton, EX17 4AE

11. **Mid Devon District Council – Planning Decisions**
Mid Devon District Council, the determining Authority, has APPROVED the following applications with conditions as filed:

Reference: [15/01794/PNHH](#)

Proposal: Prior Notification for the erection of a householder extension extending 4.0m to the rear, to a maximum height of 4.0m, and to a maximum eaves height of 2.1m

Location: 27 Winswood, Crediton, EX17 3EY

Applicant: Mr & Mrs N Thornton, 27 Winswood, Crediton, EX17 3EY

Reference: [15/01815/FULL](#)

Proposal: Erection of fence around property

Location: 29 Winswood, Crediton, EX17 3EY

Applicant: Miss T Snell, 29 Winswood, Crediton, EX17 3EY

Reference: [15/01889/CLP](#)

Proposal: Certificate of lawfulness for the proposed demolition of existing conservatory and erection of lean-to extension

Location: 46 Tuckers Meadow, Crediton, EX17 3NX

Applicant: Mr Ian Cocks

Reference: [15/01834/CAT](#)

Proposal: Notification of intention to fell and remove 1 Lawson Cypress, 1 Beech and 2 Laurel trees and carry out works to 1 Mulberry, 1 Laurel, 1 Bay Laurel, 1 Pittosporum, 1 Silver Birch, 1 Lawson Cypress, 2 Hazel and 4 Holly trees within the Conservation Area

Location: Penton House, Penton Lane, Crediton, EX17 1ED

Applicant: Mr N Frost, Penton House, Penton Lane, Crediton, EX17 1ED

Mid Devon District Council, the determining Authority, has REFUSED the following applications with conditions as filed:

Reference: [15/01679/FULL](#)

Proposal: Erection of two storey extension to form annex, playroom and garden store (Revised Scheme)

Location: 9 Saxon Close, Crediton, EX17 3DS

Applicant: Mr M S Choudhury, 9 Saxon Close, Crediton, EX17 3DS

The following application has been WITHDRAWN:

Reference: [15/01935/FULL](#)

Proposal: Erection of first floor extension and balcony

Location: Arlington House, Ash Court, Crediton, EX17 2JZ

Applicant: Mr P & Mrs R Morgan, Arlington House, Ash Court, Crediton, EX17 2JZ

12. Devon County Council – Planning Applications

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

Proposal: Construction of a new early years building on the site of the former swimming pool and extension of the existing school hall in order to provide facilities to support the school's proposed expansion to 420 places. ([Click here for documents](#))

Location: Lanscore County Primary School, Threshers, Crediton, Devon, EX17 3JH

13. **To consider registering Land at NGR 283829 99476 (Former Railway Land) Crediton as a community asset.**
14. **Accounts Due for Payment and Receipts – To examine and agree the accounts due for payment, receipts and bank transfers for the period 9th December 2016 to 19th January 2016 inclusive and to receive the bank reconciliation.** (The schedule of payments and receipts will be issued prior to the meeting.)
15. **To receive a list of outstanding debts owed to Crediton Town Council.** (The documentation relating to this item will be issued prior to the meeting.)
16. **Budget Review – To review the budget for the year to date.** (The budget sheet will be issued prior to the meeting.)
17. **To receive a report from the Council’s internal control checkers, following the monthly random inspection and agree any actions.** (A copy of the report will be issued with the agenda.)
18. **To receive a recommendation from the Administration & Personnel Committee for the Town Council to adopt the new Community Engagement Policy with immediate effect.** (A copy of the Policy will be issued with the agenda.)
19. **To receive a recommendation from the Administration & Personnel Committee for the Town Council to adopt the amended Communications and Media Policy with immediate effect.** (A copy of the Policy will be issued with the agenda.)
20. **To discuss the need for a bus stop sign at Crediton Railway Station and agree a course of action.** (This item has been requested by Cllr Way. Further information regarding this item will be issued with the agenda.)
21. **To consider a request from Crediton Town Team to store four market stalls in the Council’s garage at Spruce Park.** (A copy of the request will be issued with the agenda.)
22. **To consider a request from Cllr Szabo to attend the Pride in Park Awards being held on Thursday 25th February 2016 at Exeter University and to receive the award for Peoples Park on behalf of the Town Council.**
23. **To consider the new external audit arrangements that will come in to force from 1st April 2017 and to resolve for Crediton Town Council to have an external auditor appointed to it by the new sector-led body.** (Information regarding this item will be issued with the agenda.)
24. **To re-consider a street name for the residential development of 10 properties at former Newcombes Centre, Crediton following further communication from the Developer and Mid Devon District Council.** (Councillors attention is drawn to the minutes of the Policy & Forward Planning Committee meeting held on 5th January 2016, and to the further correspondence received which will be issued with the agenda.)
25. **To consider Mid Devon District Council’s Hackney Carriage & Private Hire Policy consultation and agree any actions.** (A copy of the policy and consultation will be issued with the agenda.)

26. **To consider and comment on Mid Devon District Council's Draft Corporate Plan, which sets out the priorities for the District to 2020.** (A copy of the corporate plan will be issued with the agenda.)
27. **To consider whether the Town Council wishes to participate in the Queen's 90th Birthday celebrations and agree a course of action.** (Further information will be issued with the agenda.)
28. **Councillor Reports - At the discretion of the Chairman, to receive reports from Councillors (Town, District, and County) and representatives of the Council - strictly for information only.**
29. **Correspondence and Matters To Note – To receive Council correspondence and matters to note as detailed below** (Copies of the correspondence and matters to note will be issued with the agenda.)

Correspondence

1. *Mr J Higgs - Letter re Closure of MDDC Crediton Office*
2. *Cllr B Dixon - Letter re Crediton Hospital Visit*
3. *NHS - Letter re Procurement of community services in Eastern Devon*
4. *Ms L Strand - Youth Report*
5. *MDDC - Agenda for December Cabinet Meeting*
6. *SWW - Scheduled works for Jan 2016*
7. *Cllr Downes - Fordton Planning Application*
8. *DCC - Road Closure, Various Streets*
9. *DCC - Road Closure, Quicke's Farm to Crown & Sceptre*
10. *Mr B Edwards - Email re SWW Road Closure*
11. *NHS - Changes at Tiverton Community Hospital*
12. *MDDC - Letter re Closure of Crediton Office*
13. *TDCTA - Letter re Grant Funding*
14. *CHAT - Letter re Grant Funding*
15. *RES - Whiddon Down Link Road Closure*
16. *D Richards - Update on Samuel Crocker's Memorial*
17. *MDDC - Questionnaire re effects of efficiency measures*
18. *MDDC - Corporate Plan Consultation*
19. *Mr R Nicholls - Open Letter to Crediton*
20. *D Richards - Further update on Samuel Crocker's Memorial*
21. *DCC - Road Closure, A396 Bickleigh Bridge to Burn Cross*
22. *MDDC - Planning Committee 13 Jan 16*
23. *Devon Wildlife Trust - Devon Greater Horseshoe Bat Project*
24. *MDDC - Grass verge cutting*
25. *DCC - Road Closure, High St & Western Way*
26. *DCC - Road Closure, Higher Road, Alexandra Road etc.*
27. *MDDC - Spruce Park Garage repairs*
28. *Turning Tides - Training Workshop*
29. *Mr R Nicholls - Various Updates*
30. *Mr J Higgs - Letter to MDDC Chairman*
31. *Plymouth Homes for Veterans - Benefit Event 22nd January 2016*
32. *Great Western Railway - Crediton Railway Station Bus Stop Sign*

Matters To Note

1. *MDDC - Minutes of ASB meeting*
2. *NHS - Blood donation sessions*
3. *Children's Centre - December Report*
4. *NHS - Press Release*
5. *Mr R Nicholls - Crediton Woods update*
6. *NHS Devon CCG - Healthy People Newsletter December 2015*
7. *MDDC - Press Release, Free Parking before Christmas*
8. *Sustainable Crediton - Newsletter Issue 65*
9. *MDDC - Press Release, Improved Recycling Figures*
10. *Town Team - Minutes of AGM*
11. *MDDC - Street name at former Newcombes Centre*
12. *MDDC - Chairman's best wishes for Christmas*
13. *DCC - Community News Roundup - Dec 2015*
14. *PCC - Tony Hogg's Monthly Report Dec 2015*
15. *Crediton Area Children's Centre - Spring Term 2016 Newsletter*
16. *Sustainable Crediton - Happy New Year*
17. *TDCTA – Annual Report 2014-15*
18. *DCC - Healthwatch Devon*
19. *DALC - January 2016 Newsletter*
20. *DCT - Community Resilience Forum*

30. Business brought forward

At the direction of the Chairman, to report on matters not on the agenda and for information only.

PART TWO

31. **It is recommended 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.**
32. **To receive an update from Cllr Letch and the Clerk regarding the land at Stonypark and agree any actions required.**
33. **Close**