



To All Credition Town Councillors

You are hereby summoned to attend a **Full Council meeting**, which will be held on **Tuesday, March 19, 2024, at 19:00**, at **Old Landscore School, Greenway, Credition, EX17 3LP**.

This meeting may be livestreamed via Facebook in order to allow Members of the Public to watch the meeting.

The purpose of the meeting is to transact the following business.

Rachel Avery PSLCC

Town Clerk

Thursday 14 March 2024

Please note that:

- Members of the Press & Public are invited to attend under the Public Bodies (Admission to Meetings) Act 1960. Members of the public will be given the opportunity to address councillors in attendance as part of the agenda.
- Under the Openness of Local Government Bodies Regulations 2014, any members of the public or press are allowed to take photographs, film and audio record the proceedings and report on all public sections of the meeting.
- Under the Local Government Act (LGA) 1972 Sch 12 10(2)(b), Credition Town Council is unable to make any decision on matters not listed within the agenda.
- Credition Town Council will always attempt to record and livestream meetings to Credition Town Council's social media platforms.

AGENDA

2024/032 - Welcome and Introduction

Opening of meeting by the Chair and member introductions

2024/033 - 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)

2024/034 - Apologies

To receive and accept Town Councillor apologies (apologies should be made to the Town Clerk)

2024/035 - Declarations of Interest and Requests for Dispensations

To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda.

To consider any dispensation requests (requests should be made to the Town Clerk prior to the meeting)

2024/036 - Order of Business

At the discretion of the Chair, to adjust, as necessary, the order of agenda items to accommodate visiting members, officers or members of the public

2024/037 - Chair's and Clerk's Announcements

To receive any announcements which the Chair and Town Clerk may wish to make (for information only)

2024/038 - Town Council Minutes

To approve and sign the minutes of the meetings held on 16 January 2024 and Tuesday 20 February 2024, as a correct record (minutes will be issued with the agenda)

2024/039 - Town Council Committees and Sub-Committees

Community and Environment Committee on 28 November 2023

Planning and Town Strategy Committee on 02 January 2024

Council Affairs and Finance Committee on 10 January 2024

Planning and Town Strategy Committee on 06 February 2024

Council Affairs and Finance Committee on 13 February 2024

2024/040 - Reports from Outside Bodies

Hayward's Educational Foundation

Crediton United Charities

Devon Association of Local Councils (& Larger Councils Sub Committee)

Crediton Twinning Association

Boniface Link Association

Mid Devon Community Safety Partnership

Friends of Crediton Station
Sustainable Crediton
AQMA Steering Group
Boniface Trail Association
Crediton Chamber of Commerce
Okehampton Rail Forum
League of Friends of Crediton Hospital
Age Concern Trustee

2024/041 - Devon Devolution Deal

To receive the report on the Devon Devolution Deal and to consider a body corporate response

2024/042 - Virement of Earmarked reserves

2024/042.1 - Mayors Reception and Annual Town Meeting on 17 May 2024

To approve the virement of funds from the following 2023/24 budget to be spent in 2024/25 to accommodate the Mayors Reception and Annual Town Meeting on 17 May 2024:

Mayoral Reception £809.00
Annual Town Meeting £200.00

2024/042.2 - Footpath 28

To approve the virement of £700.00 from the Parish Paths 2023/24 budget, as recommended by the Parish Paths Sub-Committee, for improvement work

2024/043 - Strategic Plan 2024 - 2027

2024/043.1 - To approve the Strategic Plan 2024 - 2027

2024/043.2 - To approve the Action Plan 2024 - 2025

2024/044 - [CUT!] Update

To receive a verbal update on arrangements for [CUT!]

2024/045 - Date of next meeting

To note that the date of the next meeting will be Tuesday 21 May 2024

2024/046 - Part II

To resolve that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following items as it involves the likely disclosure of sensitive and confidential information

2024/047 - Council Offices

To receive the report and approve the recommendations, as approved by the Council Affairs and Finance Committee, therein

2024/048 - Reports Pack

Attachments – internal use only

[2024-01-16 - Full Council - Minutes.pdf](#)

[2024-02-20 - Full Council - Minutes.pdf](#)

[2023-11-28 - Community and Environment Committee meeting - Minutes.pdf](#)

[2024-01-02 - Planning and Town Strategy Committee - Minutes.pdf](#)

[2024-01-10 - Council Affairs and Finance Committee - Minutes.pdf](#)

[2024-02-06 - Planning and Town Strategy Committee - Minutes.docx](#)

[2024-02-13 - Council Affairs and Finance Committee - Minutes.pdf](#)

[Devon Devolution Deal.docx](#)

[Strategic Plan 2024-27 LATEST.pdf](#)

[2024 Action Plan.docx](#)



**Minutes of the Full Council meeting held on Tuesday, January 16, 2024 at 19:00 in the Old
Landscape School, Greenway, Credition**

Present: Liz Brookes-Hocking, Steve Huxtable, Giles Fawssett, Joyce Harris, Jim Cairney,
Natalia Letch, Frank Letch, Guy Cochran, Paul Perriman, Rachel Backhouse

Apologies: Cllr Downes

In Attendance: Two members of the public

Minute Taker: Rachel Avery

MINUTES

2024/001 WELCOME AND INTRODUCTION

Cllr Brookes-Hocking opened the meeting and members introduced themselves.

2024/002 PUBLIC QUESTION TIME

Questions were raised by two members of the public. The questions and full responses would be provided on the town council's website in due course.

2024/003 APOLOGIES

It was **resolved** to receive and accept apologies from Cllr Downes). (Proposed by Cllr Cairney)

2024/004 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

There were no declarations of interest.

2024/005 ORDER OF BUSINESS

There was no requirement to change the order of business.

2024/006 CHAIR'S AND CLERK'S ANNOUNCEMENTS

The Town Clerk advised that:

- the MDDC Crediton Masterplan drop-in consultation is on Wednesday 17 January, between 16.00 and 19.00 at the Boniface Centre
- The Celebration of Youth Event is on Monday 22 January, open to the public between 16.00 and 18.00 at Lords Meadow Leisure Centre.

2024/007 TOWN COUNCIL MINUTES

It was **resolved** to accept and approve the minutes from the meeting held on Tuesday 19 December 2023. (Proposed by Cllr Cochran).

2024/008 TOWN COUNCIL COMMITTEES AND SUB-COMMITTEES**Grants Sub-Committee on 25 July 2023**

It was **resolved** to ratify the minutes of the Grants Sub-Committee. (Proposed by Cllr Huxtable).

Planning and Town Strategy Committee on 07 November 2023

It was **resolved** to ratify the minutes of the Planning and Town Strategy Committee (Proposed by Cllr Brookes-Hocking).

Council Affairs and Finance Committee on 14 November 2023

It was **resolved** to ratify the minutes of the Council Affairs and Finance Committee (Proposed by Cllr Huxtable).

Planning and Town Strategy Committee on 05 December 2023

It was **resolved** to ratify the minutes of the Planning and Town Strategy Committee (Proposed by Cllr Brookes-Hocking).

Council Affairs and Finance Committee on 12 December 2023

It was **resolved** that these minutes had not yet been approved and would be ratified at the next meeting of Full Council.

2024/009 REPORTS FROM OUTSIDE BODIES

Haywards Educational Foundation (Cllr Cairney) - helping to raise money for the school in partnership with the school. Pathway cleared but ash tree causing damage to wall, which will be removed in due course.

Mid Devon Community Safety Partnership (Cllr Huxtable) - communication with MDDC to discuss activity.

Friends of Crediton Station (Cllr Perriman) - Town Clerk to investigate meetings.

Sustainable Crediton (Cllrs Backhouse and Stone) - Food Larder was open over Christmas, with support from 30 volunteers. A woodland project in Morchard Bishop is commencing, and the group is continuing to use Sustainabubble. The Seed Share will take place on 24 January 2024.

Boniface Trail Association (Cllr Fawcett) - waiting for update from DCC.

Crediton Chamber of Commerce (Cllr Cochran) - no update at the moment.

Okehampton Rail Forum (Cllr Perriman) - there has been no further meeting.

League of Friends of Crediton Hospital (Cllr N Letch) - Town Clerk to investigate meetings.

Age Concern Trustee (Cllr Cairney) - whilst unable to attend the AGM, he had attended a meeting with Age Concern and Mel Stride MP.

2024/010 PUBLIC QUESTION TIME POLICY

There was a lack of support for the advice document that had been created and the following comments were made:

- Debate should be enabled for the public at meetings
- There should be set deadlines for questions to be sent to officers in preparation of a meeting
- It was not acceptable that members of the public are shut down after three minutes.
- Concerns regarding asking questions which could appear undermining and bullying in nature
- a level of discretion to the Chair was required
- More debate is necessary, but a council meeting is not necessarily the forum.
- Comments have been made before at PQT which may not be the view of the town council given the way the response is made
- Best practice as advised by NALC should be followed.

It was **resolved** that the document would not be approved and would be taken to the Council Affairs and Finance Committee for further review. (Proposed by Cllr Cochran)

2024/011 CREDITON URBAN TASKFORCE WORKING GROUP

2024/011.1 BUDGET 2023/24

Cllr Huxtable advised that the budget was compiled to offer approximate amounts. Cllr Cairney stated that this was a wonderful initiative and would ask for free bins from MDDC.

It was **resolved** that Cllr Cairney would make the request to MDDC. (Proposed by Cllr Backhouse)

It was **resolved** to approve the budget and pay mileage until a different arrangement can be made. (Proposed by Cllr Brookes-Hocking).

2024/011.2 WORKING GROUP

It was **resolved** not to approve the working group terms of reference, with further review by the Community and Environment Committee. (Proposed by Cllr Brookes-Hocking)

2024/012 BUDGET 2024/25

2024/012.1 ANNUAL BUDGET 2024/25

It was **resolved** to approve the budget. (Proposed by Cllr Brookes-Hocking, Cllrs Backhouse and N Letch voted against)

2024/012.2 RESERVES 2024/25

Cllr Backhouse stated that she was unable to agree to the budget and reserves due to concerns raised to her by some members of the public regarding Old Landscore School.

It was **resolved** to approve the reserve levels for the 2024/25 financial year. (Proposed by Cllr Harris)

2024/012.3 PRECEPT REQUEST 2024/25

It was **resolved** to approve the precept of £491,499.00 (an £11.99/7.4% increase on a Band D property. (Proposed by Cllr Huxtable, Cllrs Backhouse and N Letch voted against).

2024/013 CONTRACTED WASTE COLLECTION

Consideration was given to the report.

Cllrs F and N Letch left the meeting at 20.15

It was **resolved** to approve, subject to Cllr Cairney's conversations with MDDC regarding support to the town council in removing waste. (Proposed by Cllr Huxtable)

2024/014 COMMUNICATIONS STRATEGY

Cllr Backhouse highlighted that she stated had previously concerns regarding the document but recognised the importance of the action plans. It was noted that the Town Clerk had obtained a further year of support from the company.

It was **noted** that the strategy supported the creation of opportunities for debate.

It was **resolved** to approve the Communications Strategy. (Proposed by Cllr Cairney).

2024/015 KIRTON QUARTERLY

It was **resolved** to approve the addition of a town council article in the Kirton Quarterly. (Proposed by Cllr Brookes-Hocking).

2024/016 DATE OF NEXT MEETING

The date of the next meeting was **noted** as Tuesday 19 March 2024.

2024/017 PART II

It was **resolved** to move into Part II (Proposed by Cllr).

2024/018 COUNCIL OFFICES

It was **resolved** to approve the recommendations within the report. (Proposed by Cllr Cochran)

2024/019 REPORTS PACK

SIGNED.....

Dated.....



**Minutes of the Full Council of the Democratic Services held on Tuesday, February 20, 2024
at 19:00 in the Old Lanscore School.**

Present: Liz Brookes-Hocking, Rachel Backhouse, Frank Letch, Georgina Stone, Paul Perriman, Jim Cairney, John Downes, Joyce Harris, Guy Cochran, Giles Fawssett

Apologies: Steve Huxtable, Natalia Letch

In Attendance: One member of the public

Minute Taker: Rachel Avery, Town Clerk

MINUTES

2024/020 WELCOME AND INTRODUCTION

Opening of meeting by the Chair and member introductions

Cllr Brookes-Hocking opened the meeting and members introduced themselves.

2024/021 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)

A member of the public expressed dismay by the lack of response from the town council regarding questions regarding the breach of GDPR. They asked for an opportunity to attend a meeting to provide a presentation to the town council to advise them on managing GDPR and data protection.

2024/022 APOLOGIES

To receive and accept Town Councillor apologies (apologies should be made to the Town Clerk)

It was **resolved** to approve the apologies of Cllrs Huxtable and N Letch. (Proposed by Cllr Harris).

2024/023 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS
To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda

Cllr Brookes-Hocking declared an interest in agenda item 29.

To consider any dispensation requests (requests should be made to the Town Clerk prior to the meeting)

There were no dispensation requests.

2024/024 ORDER OF BUSINESS
At the discretion of the Chair, to adjust, as necessary, the order of agenda items to accommodate visiting members, officers or members of the public

There were no amendments.

2024/025 CHAIR'S AND CLERK'S ANNOUNCEMENTS
To receive any announcements which the Chair and Town Clerk may wish to make (for information only)

The Town Clerk had no announcements.

Cllr Brookes-Hocking stated that Cllr F Letch wished to speak on the following urgent matters:

- MDDC will no longer collect black bin bags if left on the curbside
- He had delivered a petition from Crediton to the DCC Leader regarding on-street parking charges.

2024/026 VIREMENT OF EARMARKED RESERVES
To approve a virement of £1000 (Neighbourhood Planning) from Earmarked Reserves to fund the review of the Neighbourhood Plan

It was **resolved** to approve the virement of earmarked reserves. (Proposed by Cllr Cairney)

2024/027 DATE OF NEXT MEETING
To note that the date of the next meeting will be Tuesday 19 March 2024

The date of the next meeting was **noted**.

2024/028 PART II
To resolve that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following items as it involves the likely disclosure of sensitive and confidential information

It was **resolved** to move into Part II. (Proposed by Cllr Cochran).

2024/029 COUNCIL OFFICES
To receive the report and approve the recommendations, as approved by the Council Affairs and Finance Committee, therein

Cllr Brookes-Hocking left the meeting and the item was chaired by Cllr Cochran

The recommendations within the report were **approved**. (Proposed by Cllr Cochran, Cllr Backhouse abstained)

2024/030 COUNCIL OFFICES To receive the report and approve the recommendations therein

Cllr Brookes-Hocking returned to the meeting

The recommendation within the report was **approved**. (Proposed by Cllr Downes, Cllr Fawssett voted against)

2024/031 REPORTS PACK

Signed

Dated.....



**Minutes of the Community and Environment Committee meeting held on Tuesday,
November 28, 2023 at 19:00 in Old Landscore School, Greenway, Credition, EX17 3LP.**

Present:	Cllrs Guy Cochran, Liz Brookes-Hocking, Giles Fawssett, Joyce Harris, Natalia Letch, Paul Perriman,
Apologies:	Cllr John Downes
Absent:	Cllr Georgina Stone
In Attendance:	2 members of the public Cllrs Steve Huxtable and Rachel Backhouse
Minute Taker:	Emma Anderson

MINUTES

47 PUBLIC QUESTION TIME

The following questions were asked by a member of the public:

Why has the table arrangement been moved back to the previous layout?

Cllr Liz Brookes-Hocking explained that the layout being trialed was not working well. For councillors, they were struggling to see and hear each other from one end of the tables to the other. It was also not appropriate for the clerk to sit next to the chair in this layout, as again, it meant certain councillors were not visible. Cllr Brookes-Hocking also explained that some members of the public had felt that the new layout was intimidating and like they were in front of an interview panel. Cllr Cochran explained that the layout would be looked at further to see what the best approach would be for all.

The member of the public then asked the following questions. The responses were given by the town clerk via email before the meeting.

Item 50 "To note that decisions will be made with the climate emergency at the forefront of decision and policy making". This appears on virtually all CTC Committee agendas but seems to be nothing more than an item to read out. It is even less than a tick box exercise. Of all the meetings I have attended and seen on Facebook, there has been little if any consideration given to it. Have the Council or would the Council consider a further agenda item towards the end of each meeting to reflect on how this most important item has been addressed?

We are starting to incorporate this into our officer reports, and we are amending policies to reflect a commitment, such as reduced grass cutting. We have a climate emergency committee, which are due to meet in January and will consider the council's Climate Action Plan. Cllr Brookes-Hocking added that she had requested this item be included on all agendas to remind Cllrs to consider the climate emergency, where possible, on all agenda items to follow.

Item 54 "Crediton Urban Taskforce". One thing that stands out to me personally is the extortionate costs quoted for printing leaflets. The cost of printing 3000, presumably double-sided, A5 leaflets is shown as being £200. Having largely personally funded the printing of the recent 2500 A3 double sided cross folded leaflets, issued to Crediton residents encouraging new hosts for Ukrainian refugees, something that has appeared on BBC spotlight and will I believe be in this week's Crediton Courier, I can say that cost could be far, far lower. The cost of 3000 a5 leaflets through SoloPress would cost somewhere in the region of £70 and be delivered within 2 working days. Is CTC stuck in some form of contract with Hedgerow and, if not, why do we not look at far cheaper options?

These proposals were put forward by those that are interested in sitting on the sub-committee. Emma and I (Deputy Clerk who administers the committee) have discussed the merits of the various costs and we do not feel that the cost of printing is reasonable. We would be able to do the printing required in house. We support local suppliers where possible; Hedgerow provide our Christmas leaflet printing free of charge, but when we have used them, their quotes have been reasonable.

Item 56 "Floral displays". Naturally, residents of Crediton would like the Town to look green and inviting, but the inevitable question is cost. I am, however, a little confused that just 3 options are being proposed. Would CTC consider approaching business owners at least for the provisioning of the plants? I feel confident there would be sufficient window cleaners only too happy to provide watering services at far more reasonable rates that we currently see.

We have investigated many options, and this will be discussed this evening. We have reached out to businesses (as you will see in the report it says details awaited) and obtained other quotes for the watering and planting.

48 APOLOGIES

It was **resolved** to receive and accept apologies from Cllr J Downes (Proposed by Cllr Cochran)

49 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Cllrs G Cochran and N Letch declared that as members 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. There were no dispensation requests.

50 CLIMATE EMERGENCY

Noted.

51 ORDER OF BUSINESS

There were no changes to the order of business.

52 CHAIR'S AND CLERK'S ANNOUNCEMENTS

Cllr Cochran advised he had received complaints about weeds on Jockey Hill.

The Deputy Clerk announced the following regarding the allotments:

- 4 NTQ and 8 NCN have been issued since the previous meeting
- The BAA Core Group will be meeting to discuss allotments on Wed 29 November

Standing orders were suspended

Member of the public asked if the BAA meeting has been held to discuss the GDPR query raised at the last Council Affairs meeting. The Deputy Clerk confirmed this was a routine meeting of the BAA core group.

Standing orders were reinstated

53 COMMUNITY AND ENVIRONMENT COMMITTEE MINUTES

It was **resolved** to approve and sign the minutes from the meeting held on 26 September 2023. (Proposed by Cllr Brookes-Hocking)

54 STREET SCENE AND CLEANSING

Standing orders were suspended

Lengthy discussion took place regarding the use of the term sub-committee versus working group. The Deputy Clerk explained that both of these options would require a terms of reference and clerked meetings. The idea of the group being independent from the town council was raised, however members of the committee explained the benefits of working under the remit of a sub-committee and explained that a budget would not be allocated to an independent working party.

Cllr N Letch provided a verbal presentation explaining what the Crediton Urban Taskforce (CUT) wish to achieve, which included the need for road warden volunteer training. The Deputy Clerk agreed the members of CUT could be signed up to the training.

Members of CUT present at the meeting explained that they need support from Crediton Town Council for the following:

- Link to road warden scheme
- Grant applications
- Printing
- Storing tools
- Disposing of green waste/reimbursing trips to the tip

Standing orders were reinstated

Cllr S Huxtable left the meeting at 20.12

It was **resolved** to approve the terms of reference included in the report with the following amendments:

- Name to be changed to "Crediton Urban Taskforce Working Group"
- Membership of the working group will be made up of 3 members of Crediton Town Council

(Proposed by Cllr N Letch, Cllr Harris abstained)

It was **resolved** to make a recommendation to full council for a budget of £1,500 to be set for 23/24, allocated from general reserves. (Proposed by Cllr N Letch, Cllr Harris abstained)

55 20MPH ZONE

Cllr Brookes-Hocking expressed concern that 20mph across the whole town would not be feasible, with the high street being an A-road, and that individual 20mph zones may be a better approach.

It was **resolved** not to accept the recommendation in the report to apply for 20mph across Crediton. (Proposed by Cllr Brookes-Hocking)

The Deputy Clerk agreed to find out more information about the cost of doing individual 20mph zones and what similar towns have implemented. Cllr Brookes-Hocking suggested this item may be better suited to the Planning & Town Strategy Committee moving forward.

56 FLORAL DISPLAYS

The Deputy Clerk advised members that the volunteers who had planted the single tier tubs around the town this year have agreed to plant the tiered towers in 2024, saving the cost of contractors. Sincere thanks were expressed by members.

Two businesses on the town square have also offered to sponsor and water one of the flower towers on the square. The Deputy Clerk will continue to pursue this, with the aim being that all four towers will be watered by businesses once per week, leaving only one water per week by the chosen contractor.

It was **resolved** to accept option 2 in the report provided, which includes switching to more sustainable plants in the hanging baskets that reduce the watering to once per week. (Proposed by Cllr Cochran)

The Deputy Clerk advised that sponsorship of the hanging baskets/plants has also been sought from a local garden centre and an update is awaited.

57 REMEMBRANCE DAY MAROON

It was **resolved** to approve the recommendation contained within the report. (Proposed by Cllr Cochran)

58 TREE WORKS

It was **resolved** to instruct Contractor C. (Proposed by Cllr Brookes-Hocking)

Cllr Perriman left the meeting at 20.56

59 TRADE WASTE COLLECTION

It was **resolved** to enter into contracted waste collection service and review after 12 months, with the recommendation going to full council for approval. (Proposed by Cllr Brookes-Hocking)

Cllr Perriman returned to the meeting at 21.00

60 STONYPARK

It was **agreed** for Cllr Fawssett to meet with the Deputy Clerk at Stonypark to look at the issue of the gate frequently being left off its hinges and the lack of signage. Cllr Fawssett volunteered to plant a variety of oak and beech trees in the hedge line to help strengthen it.

61 PEOPLES PARK WILDLIFE AREA

It was **resolved** to purchase 3 shrubs at a cost of £60, with the money being allocated from the Peoples Park Wildlife Area budget. (Proposed by Cllr Brookes-Hocking)

62 KIRTON QUARTERLY

Members **noted** that due to the publication being produced by a political group, the town council would not be submitting articles.

63 HIGH STREET BRACKETS

The Deputy Clerk advised members that these were assessed on 4th November with 12 brackets needing attention. These properties have been made aware and will not be used until repaired.

64 DATE OF NEXT MEETING

The date of the next meeting was **noted**. The meeting closed at 21.04.

65 PART II

It was **resolved** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, 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 Cochran)

66 GROUNDS MAINTENANCE CONTRACT REVIEW

The Deputy Clerk provided an update on the current contract. It was **noted** that a further review would take place at the meeting on 26 March 2024.

67 REPORTS PACK

Signed

Dated.....



Minutes of the Planning and Town Strategy Committee held on Tuesday, 02 January 2024 at 19:00 in the Old Lansdown School, EX17 3LP

Present: Cllrs Liz Brookes-Hocking, Steve Huxtable, Giles Fawssett, Guy Cochran, Natalia Letch and Paul Perriman

Apologies: Cllr J Harris

In Attendance: Cllr F Letch (part meeting)

Minute Taker: Emily Armitage

MINUTES

70 PUBLIC QUESTION TIME

The following question was asked:

Will the town council engage more with the town by holding surgeries to deliver newsletters and provide information, especially during these uncertain times with the Pay and Display consultation and precept announcement. Councillors need to be more recognisable and I would like to see more action.

- Cllr Brookes-Hocking advised that a consultation had been available online for the public to have their say regarding on-street parking. She also commented that the main issue with holding surgeries on the town square is getting information across to a wide variety of people. Holding surgeries is useful for the town council profile but not for visitors.
- It was suggested that an alternative location to the town square might be outside the Ship Hotel at the top of Market Street to attract a wider variety of people.
- Cllr Cochran advised that he has attended previous surgeries and would be useful for more newsletters to be printed.
- Cllr Fawssett agreed to attend the next surgery.

71 APOLOGIES

It was **resolved** to receive and accept apologies from Cllr Harris due to holiday. (Proposed by Cllr Cochran)

72 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Cllr Cochran and N Letch declared that as members of more than one authority, any views or opinions expressed at the meeting would be provisional and would not prejudice any views expressed at a meeting of another authority.

Cllr Cochran declared a personal interest with agenda item 77, as he is a member of Crediton Congregational Church.

73 CLIMATE EMERGENCY

Noted.

74 ORDER OF BUSINESS

There were no changes to the order of business.

75 CHAIR'S AND CLERK'S ANNOUNCEMENTS

Cllr Brookes-Hocking advised the meeting would not be livestreamed due to technical issues with the equipment.

Cllr Fawssett left the room at 19.08 and returned at 19.09.

76 PLANNING AND TOWN STRATEGY COMMITTEE MINUTES

It was **resolved** to accept and approve the minutes. (Proposed by Cllr Cochran)

77 MID DEVON DISTRICT COUNCIL PLANNING APPLICATIONS:

Ref: 23/01853/LBC

Proposal: Listed Building Consent for alterations to gallery level of worship area

Location: Congregational Church, High Street, Crediton

It was **resolved** to recommend approval. (Proposed by Cllr Brookes-Hocking)

Ref: 23/01856/LBC

Proposal: Listed Building Consent for alterations to ground floor worship area

Location: Congregational Church, High Street, Crediton

It was **resolved** to recommend approval in principle due to the need to improve heating and associated costs. It was agreed that new radiators need to be compatible with the colour of the interior. (Proposed by Cllr Brookes-Hocking)

Ref: 23/01923/FULL

Proposal: Construction and operation of a micro energy storage facility (Amended Location)

Location: Land at NGR 282446 100921 (Playing Field) Avranches Avenue, Crediton

It was **resolved** to recommend no objection. (Proposed by Cllr Huxtable)

78 MID DEVON DISTRICT COUNCIL PLANNING DECISIONS:

Noted.

Cllr Brookes-Hocking advised that the Neighbourhood Plan will need reviewing soon to establish which policies are weak and do not work, in order to see how the town could develop over the next 20 years. She commented that the Steering Group initially set up had dropped in numbers. It would be good for the community to be included as well as town council members. Cllrs Fawssett and Cochran agreed to be involved in the group. She will send a link to the FFCC report on the Land Use Framework pilots, one of which included the experience of the Crediton NP Steering group.

80 COMMUNITY LAND TRUST

Cllr Brookes-Hocking advised that District Councils in parts of Devon declared a housing emergency two years ago and Devon Housing Commission was set up last year.

Older and younger generations in different living situations are being affected by the following:

- Second home ownership and rental properties – particularly desirable areas by the coast
- Rural locations are not chosen for much development as lack of connectivity
- Land owners wanting as much income for their land as possible
- Problems with affordability and loss of the private rental sector
- Communities not keen on the housing design brought forward by developers
- Satellite towns like Crediton are created with lots of housing estates
- Properties have multiple vehicles and can travel to larger towns and cities for work
- Lack of bungalows for older generations
- Lack of social housing

Cllr Brookes-Hocking explained that she had been put in touch with Middlemarch Housing Association that is working with the Housing Commission. Middlemarch specialise in community-led housing.

It was agreed for four members of the committee to have an informal conversation via Zoom with Middlemarch and a date could be arranged. Cllr Brookes-Hocking advised she would like to find out what experiences they have for larger communities.

81 CREDITON MASTERPLAN

Final corrections were made by MDCC over the Christmas period and it was noted that the public consultation would be held on Wednesday 17 January at the Boniface Centre. It was agreed for the Administrative Officer to find out when an electronic document would be ready for publication.

82 20'S PLENTY CAMPAIGN

Cllr Fawssett wished to reiterate the point made at a previous meeting, that reducing speed to 20 mph is not mentioned in the Neighbourhood Plan. Cllr Brookes-Hocking advised that the document brief relates to environment and visual appearance. The Traffic and Urban Realm Study references traffic management and Cllr Fawssett agreed to look again at the document.

Cllr Brookes-Hocking advised that DCC does not have capacity to carry out schemes due to lack of funds. Any work done would fall to the town council to pay for.

Cllr Cochran advised that a petition would need to be signed by a significant number of people to get work done by DCC.

83 PARKING

It was commented that two traffic cones have appeared outside the property and that the resident is the owner of up to three vehicles, which are reported as being parked on the street rather than on the property where there is space. It was suggested that there could be a neighbourly dispute and parking issues should be looked at by the police. It was questioned whether a letter to the police would be beneficial as requests for double yellow lines should be made to DCC or through the County Councillor.

It was **resolved** to send a letter to the resident to explain the town council would not be able to resolve the matter and that they should write directly to DCC. Also, to contact Cllr F Letch to do a site visit with Highways. (Proposed by Cllr Brookes-Hocking)

84 PENINSULA TRANSPORT CONSULTATION

Members commented that there was a lack of detail in the document as only in the framework stage, but also that Crediton was not on the priority list. It was highlighted that although there is mention of railways and reducing cars, there are inaccuracies on the rail network map. Cllr Brookes-Hocking commented that there should be more ambition for walking and cycling. Cllr Huxtable suggested asking the local MP to look at the document and could send a link. It was agreed that members would send their own comments directly to Peninsula Transport.

85 DATE OF NEXT MEETING

The date of the next meeting was noted as Tuesday 6 February.
The meeting closed at 20.13.

86 REPORTS PACK

Signed

Dated.....



Minutes of the Council Affairs and Finance Committee of the Democratic Services held on Wednesday, January 10, 2024 at 19:00 at The Bungalow, 8 North Street, Credition, EX17 2BT

Present: Cllrs Liz Brookes-Hocking, Steve Huxtable, Rachel Backhouse, Jim Cairney, Guy Cochran and Giles Fawssett

Apologies: Cllrs Joyce Harris and Frank Letch

In Attendance: 2 members of the public

Minute Taker: Rachel Avery

MINUTES

116 PUBLIC QUESTION TIME

Questions were raised by two members of the public. The questions and full responses would be provided on the town council's website in due course.

117 APOLOGIES

It was **resolved** to accept apologies from Cllrs Harris and F Letch. (Proposed by Cllr Cochran).

118 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

There were no declarations of interest.

119 ORDER OF BUSINESS

There were no amendments to the order of business.

120 CHAIR'S AND CLERK'S ANNOUNCEMENTS

There were no announcements.

121 COUNCIL AFFAIRS AND FINANCE COMMITTEE MINUTES

It was **noted** that the minutes would be considered and approved at the February meeting.

122 COMMUNICATIONS STRATEGY

It was **noted** that the document provided useful action plans, although the process had been lengthy and expensive, and would be useful in ensuring the town council can communicate more widely and effectively.

It was **resolved** adopt the Communications Strategy. (Proposed by Cllr Brookes-Hocking).

123 FINANCE

123.1 TO RECEIVE AND APPROVE TRANSACTIONS BETWEEN 01 DECEMBER 2023 AND 31 DECEMBER 2023

It was **resolved** to approve transactions between 01 December 2023 and 31 December 2023. (Proposed by Cllr Brookes-Hocking).

123.2 TO RECEIVE AND APPROVE THE BANK RECONCILIATION TO 31 DECEMBER 2023

It was **resolved** to receive and approve the bank reconciliation to 31 December 2023. (Proposed by Cllr Brookes-Hocking).

123.3 TO NOTE BANK ACCOUNT BALANCES TO 31 DECEMBER 2023

It was **resolved** to note bank account balances to 31 December 2023. (Proposed by Cllr Brookes-Hocking).

124 BUDGET 2024/25

Consideration was given to the proposed draft budget and precept request.

The following comments were made by members:

- The increase represented 7p to the town council in each pound of council tax paid
- As 2024/25 progresses, a devolution deal for Devon will be consulted on. The town council needs to be prepared to take on services. Where there is a lack of funding elsewhere, there needs to be a choice as to whether the town council can take on responsibility, creating a financially resilient community

- The town council is open to criticism with precept increases, but communicating the need for increases and where money will be spent will be important
- That at least an inflationary increase was required to continue current delivery, noting that some members were reluctant to increase the precept at all and others preferring to see a much larger increase.

It was **resolved** to recommend option C to Full Council for approval. (Proposed by Cllr Brookes-Hocking, Cllr Backhouse abstained from voting).

125 REVIEW AND ADOPTION OF POLICIES

Eye Test Policy – It was **resolved** to approve the policy. (Proposed by Cllr Brookes-Hocking).

Disciplinary Policy – It was requested to obtain clarification as to whether an employee can have a legal representative attend meeting. It was resolved to defer approval to the February meeting. (Proposed by Cllr Cochran).

Grievance Policy – It was **resolved** to approve the policy. (Proposed by Cllr Fawssett).

Maternity, Adoption and Paternity Policy – It was **resolved** to approve the policy. (Proposed by Cllr Brookes-Hocking).

Motion Request Form – It was **resolved** to approve the policy. (Proposed by Cllr Brookes-Hocking).

126 DEVON COUNTY COUNCIL BANKING ARRANGEMENTS (AGENDA ITEM REQUESTED BY CLLR FAWSETT)

Cllr Fawssett advised that the Pension Fund is vast, and the use of ethical banking is integral. However, there are few ethical banks available and he would continue to obtain further information on which banks all local authorities are using.

Thanks were extended to Cllr Fawssett for acting on this.

127 DATE OF NEXT MEETING

The date of the next meeting, Tuesday 13 February 2024, was noted.

128 PART II

It was resolved to move into Part II. (Proposed by Cllr Brookes-Hocking).

129 COUNCIL OFFICES

Cllr Brookes-Hocking declared an interest and left the room

The Town Clerk provided a verbal update.

130 REPORTS PACK

Signed

Dated.....



Minutes of the Planning and Town Strategy Committee meeting held on Tuesday, February 6, 2024 at 19:00 in the Old Landscore School, EX17 3LP

Present: Cllrs L Brookes-Hocking, J Harris, G Fawssett, G Cochran and P Perriman,

Apologies: Cllrs S Huxtable and N Letch

Minute Taker: Emily Armitage

MINUTES

87 WELCOME AND INTRODUCTION

It was noted as no members of public were present an introduction was not necessary.

88 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).

No members of public present.

89 APOLOGIES To receive and accept Town Councillor apologies (apologies should be made to the Town Clerk).

It was **resolved** to receive and accept apologies from Cllrs Huxtable and N Letch both for personal reasons.

90 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda.

To consider any dispensation requests (requests should be made to the Town Clerk prior to the meeting).

Cllr Cochran declared that as a member of more than one authority, any views or opinions expressed at the meeting would be provisional and would not prejudice any views expressed at a meeting of another authority.

No dispensation requests.

- 91 CLIMATE EMERGENCY** To note that decisions will be made with the climate emergency at the forefront of decision and policy making.

Noted.

- 92 ORDER OF BUSINESS** At the discretion of the Chair, to adjust, as necessary, the order of agenda items to accommodate visiting members, officers or members of the public.

There was no requirement to change the order of business.

- 93 CHAIR'S AND CLERK'S ANNOUNCEMENTS** To receive any announcements which the Chair and Town Clerk may wish to make (for information only).

There were no announcements.

- 94 PLANNING AND TOWN STRATEGY COMMITTEE MINUTES** To approve and sign the minutes of the meeting held on Tuesday 02 January 2024, as a correct record (minutes will be issued with the agenda).

It was **resolved** to approve the minutes. (Proposed by Cllr Cochran)

- 95 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:

Ref: 24/00008/HOUSE

Proposal: Erection of single storey extension

Location: 10 Wentworth Gardens, Crediton, Devon

It was **resolved** to recommend no objection. (Proposed by Cllr Brookes-Hocking)

Ref: 24/00103/CAT

Proposal: Notification of intention to fell 3 conifer trees in a Conservation Area

Location: 15 Exeter Road, Crediton, Devon

It was **resolved** to recommend objection, as there is no detail of why the trees need to be felled and insufficient information on the plans for re-planting. (Proposed by Cllr Brookes-Hocking)

Ref: 23/01789/HOUSE (Revised drawings)

Proposal: Erection of a log cabin for ancillary residential accommodation to replace existing summerhouse

Location: The Cottage, Old Tiverton Road, Crediton, Devon

It was **resolved** to recommend, no objection in principle, but members were not happy with the choice of roofing material, as this will be a large permanent dwelling it should be in harmony with its surroundings. (Proposed by Cllr Brookes-Hocking)

Ref: 24/00149/LBC

Proposal: Listed Building Consent for replacement of lintels and stabilisation of wall

Location: 5 Cockles Lane, Crediton, Devon

It was **resolved** to recommend approval. (Proposed by Cllr Harris)

Withdrawn

Ref: 23/01592/FULL

Proposal: Construction and operation of a micro energy storage facility

Location: Land at NGR 282430 100940 (Playing Field) Avranches Avenue, Crediton

Noted.

- 96 MID DEVON DISTRICT COUNCIL PLANNING DECISIONS:** Devon District Council, the determining Authority, has APPROVED the following applications with conditions as filed:

Ref: 23/01700/LBC

Proposal: Listed Building Consent for removal of ground floor furniture, internal IDM machine, external ATM and replacement with secure partition, removal of external lettering and advertisement signs, sealing of letterbox and all external glazing at low level to be obscured with white vinyl (applied internally)

Location: Lloyds Bank Chambers, 30 High Street, Crediton, Devon

Ref: 23/00932/ADVERT

Proposal: Advertisement Consent to display 2 fascia signs, 3 booth lettering signs and 1 digital booth screen, all illuminated

Location: Land at NGR 284600 099535 Joseph Locke Way, Crediton, Devon

Ref: 23/00929/ADVERT

Proposal: Advertisement Consent to display 1 illuminated totem sign

Location: Land at NGR 284600 099535 Joseph Locke Way, Crediton, Devon

Ref: 23/00933/ADVERT

Proposal: Advertisement Consent to display site signage including, 4 illuminated freestanding signs, 2 illuminated banner units and 20 DOT signs

Location: Land at NGR 284600 099535 Joseph Locke Way, Crediton, Devon

The decisions were **noted**.

- 97 CREDITON MASTERPLAN** To consider and agree the response regarding the Masterplan document, for submission to Mid Devon District Council.

It was agreed for the following points to be fed back to Mid Devon District Council:

- The plan is disappointing with a lack of community involvement
- The plans for the train station are not addressing the visual issues
- Parking design is inadequate and a lack of space for social housing parking
- Camber of the road is an issue for access of pushchairs and wheelchairs
- Lack of pedestrian crossings
- Plans for St Lawrence Green are a missed opportunity

Four Mills Lane and Dean Street have been identified as potential pedestrian routes and a discussion could be had about 20mph speed restrictions in these areas. It was noted that the pavements along Dean Street would structurally not support this as they are.

Cllr Brookes-Hocking advised that comments can be made individually up until 26th February and that a second consultation was taking place on 21st February at the Boniface Centre. It was agreed for the Administrative Officer to email the link for members to comment.

- 98 SPRING FORWARD PLANNING CONSULTATION** To receive a verbal update.

A meeting has been arranged for Saturday 23rd March at the Boniface Centre and is open to all interested in planning. Four councillors will be in attendance, members of the past Neighbourhood Plan Steering group and Sustainable Crediton. Landowners will need to be invited whose land has been put forward for development. A representative from DEFRA with connections to Land use framework could be coming. Written reports will be made, and the Administrative Officer will support members.

- 99 COMMUNITY LAND TRUST** To receive a verbal update on the Zoom meeting with Middlemarch Housing Association.

Several members had held a zoom meeting with Middlemarch Housing Association to discuss the shortage of suitable homes being developed. They are working with Devon

Housing Commission and have experience of different land set-up in large communities. Cllr Brookes-Hocking advised that another meeting could be arranged, and she would report back to the committee.

- 100 ORCHARD LAND AT WELLPARKS** To receive an update regarding the possible acquisition of orchard land at Wellparks and agree any action.

Cllr Cochran advised that land at Wellparks was back on the market at £1.2 million and it was agreed for the Administrative Officer to make enquiries about what was included. She advised that she had received communication that Cllr Cochran would be contacted but he confirmed he had not been.

- 101 CREDITON FOOD AND DRINK FESTIVAL ON 8TH JUNE 2024** To receive an update on plans for the Food and Drink Festival.

The Administrative Officer reported that stallholder bookings were now open through the town council website and the Projects Officer has received nine/ten bookings so far. She is working on the budget and looking to get more funding. British Sign Language will be present, and she is working closely with the Turning Tides Project to make the event more accessible. There will be a bigger marquee this year and several demos have been lined up. Members were advised to contact the Projects Officer Jo Davey if they could help.

- 102 BONIFACE BASH ON 9TH JUNE 2024 AND ASSOCIATED MATTERS** To receive a report on the Boniface Day celebrations and linked towns and agree any recommendations therein.

A report had been issued with the agenda and members agreed with the proposals within it.

- 103 DATE OF NEXT MEETING** To note that the date of the next meeting

The date of the next meeting was noted as Tuesday 5 March.

The meeting closed at 20.10.

- 104 REPORTS PACK**

Signed

Dated.....



**Minutes of the Council Affairs and Finance Committee held on Tuesday, February 13, 2024
at 19:00, at Old Landscore School, Greenway, Credition, EX17 3LP**

Present: Liz Brookes-Hocking, Steve Huxtable, Rachel Backhouse, Jim Cairney, Guy Cochran, Giles Fawssett, Joyce Harris

Apologies: Cllr F Letch

In Attendance: One member of the public

Minute Taker: Rachel Avery – Town Clerk

MINUTES

131 WELCOME AND INTRODUCTION

Cllr Huxtable opened the meeting and members introduced themselves.

132 PUBLIC QUESTION TIME

Questions were raised by a member of the public. The questions and full responses would be provided on the town council's website in due course.

133 APOLOGIES

It was **resolved** to approve apologies for Cllr F Letch. (Proposed by Cllr Harris).

134 DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS

134.1 TO RECEIVE DECLARATIONS OF PERSONAL INTEREST AND DISCLOSABLE PECUNIARY INTERESTS (DPI'S) IN RESPECT OF ITEMS ON THIS AGENDA

There were no declarations of interest.

134.2 TO CONSIDER ANY DISPENSATION REQUESTS (REQUESTS SHOULD BE MADE TO THE TOWN CLERK PRIOR TO THE MEETING)

There were no requests for dispensations.

135 ORDER OF BUSINESS

There were no amendments to the order of business.

136 CHAIR'S AND CLERK'S ANNOUNCEMENTS

There were no announcements.

137 COUNCIL AFFAIRS AND FINANCE COMMITTEE MINUTES

It was **resolved** to approve the minutes of 10 January 2024. (Proposed by Cllr Brookes-Hocking).

It was **resolved** that given the request made by a member of the public regarding the minutes of the meeting held on 12 December, Cllr Huxtable would provide a transcript for consideration at the March meeting. (Proposed by Cllr Huxtable).

138 FINANCE

138.1 TO RECEIVE AND APPROVE TRANSACTIONS BETWEEN 01 JANUARY 2024 AND 31 JANUARY 2024

It was **resolved** to approve transactions between 01 January 2024 and 31 January 2024. (Proposed by Cllr Harris)

138.2 TO RECEIVE AND APPROVE THE BANK RECONCILIATION TO 31 JANUARY 2024

It was **resolved** to receive and approve the bank reconciliation to 31 January 2024. (Proposed by Cllr Harris).

138.3 TO NOTE BANK ACCOUNT BALANCES TO 31 JANUARY 2024

It was **resolved** to receive and approve the bank reconciliation to 31 January 2024. (Proposed by Cllr Brookes-Hocking).

138.4 TO RECEIVE AN UPDATE ON TRANSFER OF CCLA FUNDS

It was **noted** that there was no further update, but the item would be added to the March agenda.

139 REVIEW AND ADOPTION OF POLICIES

Privacy Policy – it was **noted** that the policy would be reviewed, further to the complaint raised in relation to GDPR.

Disciplinary Policy – it was **resolved** to approve the policy. (Proposed by Cllr Cochran)

140 PORTRAIT OF HIS MAJESTY KING CHARLES III

Consideration was given to whether the town council should apply for the free-of-charge portrait. Whilst there were differing opinions as to whether an application should be made. It was **agreed** that a poll would be added to social media to gauge the opinion of the wider community, and a resolution would be made at the next meeting of the committee. (Proposed by Cllr Huxtable)

141 COMMUNITY PARTICIPATION

141.1 PUBLIC QUESTION TIME

The following comments were made:

- Meetings of the council and its committees are not a public meeting, but meetings to which the public are invited
- Standing orders can be suspended, and voting on this is vital
- The use of standing orders are integral to the meetings of the council, but debating at a public meeting is different
- The public can engage with the council in many other ways, and a poster has been designed to add to the website, notice boards and social media
- That questions to the District Council must be provided two days prior to the meeting
- Engagement with the community is vital
- Structure and debate is possible within meetings and should be investigated.

It was generally accepted that standing orders are clear in terms of the rules of public question time, but further investigation should be undertaken.

It was **agreed** that additional information should be added to the website to provide guidance regarding public question, for approval at the next meeting. (Proposed by Cllr Huxtable)

141.2 COFFEE AND CONVERSATION

It was **agreed** that other avenues of community discussion would be useful. It was agreed that Cllrs Huxtable, Backhouse and Fawssett would meet to agree next steps, for approval at the next meeting.

142 ANNUAL TOWN MEETING

Consideration was given to the merits of holding the meeting on the Town Square or in a building such as the Boniface Centre. The Town Clerk would further investigate the availability of locations and available dates in the first two weeks of May, for further consideration at the next meeting.

143 CLIMATE AND ECOLOGICAL EMERGENCY CONSIDERATION

It was **noted** that any consideration to the climate and ecological emergency would be reported through minutes of all Full Council and Committee meetings, in italic text.

144 DATE OF NEXT MEETING

The date of the next meeting, Tuesday 12 March 2024, was **noted**.

145 PART II

It was resolved to move into Part II. (Proposed by Cllr Huxtable).

146 COUNCIL OFFICES

Cllr Brookes-Hocking declared an interest and left the room

The report was received. It was **resolved** to recommend approval, to Full Council, of the recommendations therein. (Proposed by Cllr Cochran, Cllr Backhouse abstained).

147 REPORTS PACK

Signed

Dated.....



CREDITON TOWN COUNCIL

Devon and Torbay Devolution Deal Consultation

Report by: Town Clerk
To: Full Council
Date: For consideration on 19 March 2024

Recommendation

To consider the consultation documents regarding the Devon Devolution Deal and to approve a consultation response as a body corporate.

1. Purpose

1.1 This report sets out information relating to the Devon and Torbay Devolution Deal.

2. Background

- 2.1 A devolution arrangement differs from local government reorganisation (the last Devon reorganisation included the abolishment of Rural District Councils, resulting in the formation of Crediton Town Council (CTC) in 1974).
- 2.2 Devolution differs from local government reorganisation:
- Local government reorganisation involves merging existing authorities into new unitary ones to improve efficiency and representation
 - Devolution typically involves existing two-tier authorities forming an additional statutory body called a Combined Authority. This allows access to increased powers and funding from the government in certain areas, while authorities continue in their current form.
- 2.3 This deal is Level 2 (The other levels of Devolution are Level 1- informal joint working between authorities, Level 2 – a single institution without an elected Mayor (as evidenced in this consultation). The most local example of an operating Level 2 Devolution deal can be seen in Cornwall, and Level 3 - a form of local Government reorganisation creating a single institution with a directly elected Mayor (such as seen in the case of existing Metro/Mayors).
- 2.4 Members were asked to respond to the questions posed as part of the consultation and these will be averaged and sent alongside the response. Information is attached as Appendix A.
- 2.5 Both the Planning and Town Strategy Committee and Council Affairs and Finance Committee have considered the documents.
- 2.6 MDDC have approved an initial response, which can be viewed on pages 519-521 of the Full Council meeting papers (meeting held on 21 February 2024). Available here: [\(Public Pack\)Agenda Document for Council, 21/02/2024 18:00 \(middevon.gov.uk\)](#)

3. CCA Proposals

- 3.1 The proposals for the Devon and Torbay Devolution were announced in January 2024. The public consultation runs until 24 March 2024.
- 3.2 The deal involves:
- Forming the Devon and Torbay Combined County Authority (CCA), with a leadership group and nominated chair, to provide vision, accountability, and value
 - New skills powers including the Adult Education Budget to shape training to meet economic needs
 - £16 million funding for housing, net zero, and business transition
 - Collaboration with Homes England on affordable housing and regeneration
 - New transport powers including bus franchising
 - Shared Prosperity Fund planning/delivery role potential from 2025/26

- Integrating the Heart of the South West Local Enterprise Partnership (LEP) functions into the CCA but retaining an independent business voice
 - Cooperation with the Police and Crime Commissioner
 - A clear resilience and emergency planning role.
- 3.3 This initial deal is seen as a starting point with potential for evolution over time.
- 3.4 The governance arrangements for the CCA includes:
- Devon County Council and Torbay Council as constituent members
 - 3 elected members per constituent council, including Leader
 - 4 non-constituent district council members
 - 2 associate business/skills members
- (Note: district councils cannot be constituents, the Chair of the CCA will rotate every two years and the Chair has no casting vote).
- 3.5 Joint Team Devon committee will replace the LEP, with county, districts, national parks, DALC etc, providing a voice and collective position.
- 3.6 Constituents have overall responsibility and voting rights. Decision-making split between reserved/general matters.
- 3.7 Possible advisory boards will be created such as Growth, Skills, Housing which will be formalised but will have no decision-making powers.
- 3.8 Separate overview/scrutiny and audit committees required.
- 3.9 Central funding guaranteed initially but constituent contributions may be needed after 2026/27.
- 3.10 The questions outlined in Appendix A were been sent to all members, of which 7 members responded. Responses will be collated to provide a response from CTC.

4. Committee comments – from DRAFT meeting minutes

4.1 Planning and Town Strategy – 05 March 2024

Cllrs Brookes-Hocking and Fawssett both stated that they felt any type of devolution closer to local decision making was positive.

Cllrs N Letch and Harris expressed concerns about the cost and governance of a further authority in Devon.

4.2 Council Affairs and Finance – 12 March 2024

Cllr F Letch stated this the impact on town and parish councils will be negligible, so there should be little or no debate on this matter.

Cllr Brookes-Hocking stated that the DALC response has been made and whilst there is currently limited impact on town and parish council sectors, she does not feel this is true. There will be more pressure on the sector to provide services if there is a lack of funding available.

Cllr Harris expressed concerns at the creation of another tier. The money used to create such a tier should be devolved to the existing authorities. Town and parish councils will have less of a voice than they do currently, given another layer of governance.

Cllr F Letch stated that the Combined County Authority Board of 10 is not necessarily representative of Devon.

5. Mayor/Chair Response

- 5.1** The following comments have been made by Cllr Brookes-Hocking and are incorporated in the draft response, written by the Town Clerk, in Appendix B

District councils should be as close to decision making as possible

If there is no possibility under the current governance arrangements specified by or negotiated with central government, then all future opportunities should be taken as soon as they present themselves to ensure that the districts are more closely involved in strategic plans for the CCA area. A bunch of disgruntled district councils, feeling ignored and demoted under the current governance is not going to help anyone.

The Shared Prosperity Fund should be devolved down to the local council level

The Parish and Town Council sector have a much better idea of what will help their communities than either of the other levels of authority. PTCs should be able to put forward proposals and apply for funding directly from their district.

The CCA will need to come up with some original ideas for investment and sustainable growth in a rural county

A lot of the thinking on economy and business has already been explored with the LEP's proposals for blue/green industries with higher paid productive jobs, mainly in the south. While there may have been some recent advances in economic growth in the north of the county, there is still a big hole in the middle where rural areas have not been considered in terms of their communities in need of sustainable development that enhances and protects the county's natural capital.

6. Conclusion

- 6.1 CTC has a right to respond to the consultation as a corporate body, and recommendations made through this committee and the Planning and Town Strategy Committee will be provided at the Full Council meeting on Tuesday 19 March 2024.
- 6.2 Full Council is recommended to consider for amendment and approval Appendix B.

NOTE:

Consultation Link: [Devon and Torbay's deal - Devon and Torbay Devolution Deal \(devontorbaydeal.org.uk\)](https://devontorbaydeal.org.uk)

Government Policy Paper: [Devon and Torbay devolution deal - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

Consultation questions

Councillors have been asked to consider the questions highlighted if they wish to submit a corporate response. The responses to the form sent to members will be used to answer the first 8 questions.

What is the Devon and Torbay Combined County Authority?

On 25 January 2024 the Government announced the potential for a devolution deal for Devon and Torbay. Devon County Council and Torbay Council have produced a draft proposal (the 'Proposal') and have agreed to consult on the Proposal to create a new entity called the Devon and Torbay Combined County Authority (CCA). The proposed CCA is a legal requirement to oversee new powers and funding devolved from Government for a range of local priorities including housing, jobs and training, and transport.

If the Proposal is implemented, existing funding and powers will move from central government to Devon and Torbay, with further powers also being available to the CCA. This will enable local voices to play a greater role in decision-making in the area to secure more investment and deliver better outcomes for local communities.

The Proposal would not mean removing or merging local councils. Each council would continue to exist and would still be responsible for public services in their area. Funding to establish the CCA would be provided by the Government.

Maximising our economic potential

We will make sure we have the skilled workforce our local economy needs for the future. We'll work to secure new investment to help create additional high value jobs.

- The Deal would devolve the budget for adult education to the Devon and Torbay CCA. The CCA would be responsible for making funding allocations to adult education providers meaning we would have the flexibility to tailor provision to local needs and priorities.
- Funding for Free Courses for Jobs will also be devolved and ring-fenced.
- The CCA will work with the Devon and Plymouth Chamber of Commerce providing input to and supporting the development of the Local Skills Improvement Plan for the area. The Plan will help build a stronger and more dynamic partnership between employers and further education providers.
- The Department for Education will continue to work with Devon and Torbay to commission a local programme of Skills Bootcamps.
- We want to ensure that we retain a shared focus on careers education and advice for young people. The Government will work with the CCA and other partners to continue the work within the Careers Hub.
- The Department for Work and Pensions, through the Job Centre Plus and the Partnership teams, will work with the CCA on shared strategic priorities recognising the crucial link between local skills, education, health and workforce development.
- The CCA will take on the relevant functions and roles of the Heart of the South West Local Enterprise Partnership (LEP) in line with published guidance. We will work together so that the business voice is represented with Devon and Torbay.
- The Government will work closely with the CCA to make it easier for businesses to access the information, advice and support they need. This will draw on the Department for Business and Trade's global and sector offer.
- With the Department for Science, Innovation and Technology and UK Research and Innovation we will explore opportunities for closer long-term collaboration to strengthen Devon and Torbay's research and innovation capacity.
- We will look to make the most of the opportunities for further joint working around farming, fishing and coastal matters, building upon local good practice and programmes around farm resilience, aquaculture and renewable energy policy and practice.

- Exploratory conversations will be held between the CCA and the Department for Digital, Culture, Media and Sport and its Arms Length Bodies on the region's appetite and capacity for partnership working across the culture, heritage, sport, communities and visitor economy as applicable.
- We will have regular engagement with the Government on the digital connectivity delivery plans for the region, particularly where they involve hard to reach rural and coastal areas.

2.To what extent do you agree or disagree with the proposal to maximise our economic potential through the Devon and Torbay Combined County Authority?

(If you have any comments you would like to make around the proposal to maximise our economic potential, you will have the opportunity at the end of the questionnaire.)

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Don't know

Addressing our housing pressures

In partnership, we will deliver additional investment in affordable housing schemes for local people, reducing homelessness. Greater Community Land Trust-led delivery will support rural and coastal affordable housing delivery.

- The CCA will work with Homes England, with the support of the Department for Levelling Up, Housing and Communities, to combine our skills and capacity to reduce the barriers to affordable housing delivery, regeneration and wider housing growth. We will develop a shared development pipeline which will be underpinned by a clear action plan.
- There will be potential investment through current and future funding streams, including the Affordable Homes Programme and Brownfield, Infrastructure and Land Fund.
- The CCA will explore, collectively with Homes England and the Department for Levelling Up, Housing and Communities, how wider measures, such as facilitating greater Community Land Trust-led delivery, could better support our plans to increase much needed rural and coastal affordable housing delivery, especially across small sites.
- Part of the Government's capital commitment to the CCA will be available to support the development of a small sites Green Homes investment programme.
- The Government has recognised the differentiated nature of local housing markets across Devon and Torbay and work that is underway by the Devon Housing Commission.
- The CCA will have access to additional land assembly powers for housing, regeneration and economic purposes. It will work in partnership with the Government on additional solutions for individuals who are homeless and on the challenges around second homes and holiday lets.

3.To what extent do you agree or disagree with the proposal to address our housing pressures through the Devon and Torbay Combined County Authority?

(If you have any comments you would like to make around the proposal to address our housing pressures, you will have the opportunity at the end of the questionnaire.)

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree

- Strongly disagree
- Don't know

Improving local transport

We will strengthen our joined-up approach as equal partners, helping to improve the efficiency and co-ordination of public transport. Shared responsibility for strategic transport will support economic growth.

- The CCA will become the Local Transport Authority for Devon and Torbay taking on the strategic coordination role and accountability for the associated responsibilities and local public transport powers
- As the Local Transport Authority, the CCA will develop an area-wide Local Transport Plan. The Department for Transport will use this Plan as a basis for future local transport investment
- The CCA will design and deliver a pipeline of transport interventions which align with Devon and Torbay's wider priorities including local growth, improving transport user experience, decarbonisation and reducing environmental impact.
- The CCA will be accountable for the receipt and allocation of Government local transport funding to Devon County Council and Torbay Council, whilst highways funding will go directly to those councils as highways authorities. The operational responsibility for highways will remain with constituent councils.
- Peninsula Transport Sub-National Transport Body (STB) will develop its Regional Centre of Excellence, which will offer bespoke capability and tools to support to all LTAs in the STB area.
- As the Local Transport Authority, the CCA will be responsible for:
 1. Bus Service Improvement Plans
 2. Enhanced Partnerships
 3. Subsidised bus services
 4. Concessionary fare schemes
- Where practical, the CCA will work towards streamlining Devon and Torbay's engagement with commercial bus operators and coordinate existing separate arrangements into a single Enhanced Partnership. If the CCA considers that bus franchising is likely to deliver better outcomes, Government will consider conferring franchising powers to the CCA.

4. To what extent do you agree or disagree with the proposal to improve local transport through the Devon and Torbay Combined County Authority?

(If you have any comments you would like to make around the proposal to improve local transport, you will have the opportunity at the end of the questionnaire.)

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Don't know

Meeting our net zero ambitions

We will unlock Devon and Torbay's huge green economic potential, with more investment in green business growth and attracting inward investment to the area. Our transition to a net-zero economy will be accelerated, capitalising on our area's world-leading expertise in green science and technology.

- Part of the Government's capital commitment to the CCA will be available to support business to invest in green business transition activity. This will offer Devon and Torbay's business community an opportunity to both modernise and decarbonise activity at a faster rate.
- The capital commitment will also enable the CCA to support the development of green skills capacity building within the further and higher education sector.
- The CCA will work with Government on planning our future energy system for net zero.

- The CCA will become the heat network Zoning Co-ordinator, playing a key role in the delivery of heat decarbonisation infrastructure. The Government will support the CCA to take forward heat network zoning in collaboration with the private sector to utilise all available low carbon heat sources.
- The CCA will work with the Government to explore the benefits of and design options for a place-based approach to delivering retrofit measures.
- We will be provided with opportunities to work with the South West Net Zero Hub to explore sources of funding for projects within our area.
- The CCA will work with Government on local environment policies to support the delivery of England's new Environmental Improvement Plan. Devon and Torbay will be considered as a test-bed geography for future policies such as new carbon codes for soils and the restoration of marine habitats.

5.To what extent do you agree or disagree with the proposal to meet our net zero ambitions through the Devon and Torbay Combined County Authority?

(If you have any comments you would like to make around the proposal to meet our net zero ambitions, you will have the opportunity at the end of the questionnaire.)

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Don't know

Delivering investment in Devon and Torbay

There will be local democratic accountability for big investment decision in the local economy. Business and skills representatives will have a strong voice and a direct route to locally-elected decision-makers.

- From 2025/2026, the CCA could have delivery responsibility for the UK Shared Prosperity Fund (or its successor). In doing so, the CCA will engage with constituent councils, district councils and other local partners to make sure that the needs of residents can be effectively addressed.
- £16 million of capital funding will be provided to the CCA from the Government to support local priorities. This will accelerate Devon and Torbay's transition to a net-zero economy. It will help us to capitalise on our expertise in environmental science and technology, with a focus on new green jobs, homes, skills and business growth. Alongside this we will seek to attract additional private sector investment into these areas.
- The CCA would have direct control over £11 million per year of funding for adult education until 2030. This will enable us to create up to 50,000 new training and re-training opportunities.
- There will be democratic control of Local Enterprise Partnership assets and funding.

6.To what extent do you agree or disagree with the proposal to deliver investment in Devon and Torbay through the Devon and Torbay Combined County Authority?

(If you have any comments you would like to make around the proposal to deliver investment in Devon and Torbay, you will have the opportunity at the end of the questionnaire.)

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Don't know

Creating a strong and sustainable local economy

We will support high growth business sectors such as marine engineering, defence, photonics and digital, as well as our traditional strengths of tourism, agritech and food production. Through creating a strong and sustainable local economy, we can increase productivity and pay across Devon and Torbay.

- Part of the Government's capital commitment to the CCA will be made available to enable the development of crucial coastal and marine energy infrastructure to allow for the transition to low carbon shipping. This will complement existing planned Levelling Up investment in Northern Devon and Torbay.
- The CCA and VisitEngland will work with the accredited Local Visitor Economy Partnership for the region to help further develop the region's visitor economy, harnessing the region's potential to grow domestic and international visitor spend and encouraging visits throughout the year.
- The Government and the CCA will seek to maximise the impact of our core sectors through:
 1. Aligning activity around our High Growth Opportunities including marine manufacturing, specialist innovation assets and the photonics sector;
 2. Maximising opportunities linked to Floating Offshore Wind development;
 3. Fully realising opportunities within the Advanced Engineering and Manufacturing sector;
 4. Working closely with the Department for the Environment, Food and Rural Affairs around the agritech and fishing sectors;
 5. Exploring the potential of the small but nationally significant health and life sciences cluster

7.To what extent do you agree or disagree with the proposal that it will support industries that are important to Devon and Torbay?

(If you have any comments you would like to make around the proposal to create a strong and sustainable local economy, you will have the opportunity at the end of the questionnaire.)

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Don't know

Delivering Our Ambitions

We will implement streamlined management and decision-making arrangements with a strong business and skills voice to address the big opportunities and challenges for Devon and Torbay. These arrangements will need to accord with the provisions of the Levelling-up and Regeneration Act 2023.

In order that powers and funding are available, suitable management and decision-making arrangements must be put in place. These arrangements provide the Government with assurance that funding will be spent appropriately, and statutory functions will be delivered effectively and efficiently.

To achieve this, our proposals include the integration of the Heart of the South West Local Enterprise Partnership (insofar as they relate to Devon and Torbay) with wider structures and the formation of a new Devon and Torbay Growth Board. There will also be a Skills and Employment Board created. This will help ensure there continues to be strong and independent local business and skills voices that inform local decision-making and strategic economic planning.

The governance model proposed would build upon existing structures and recognises the significant role for the eight district councils (who would be able to nominate two representatives to the proposed CCA alongside the creation of a Team Devon Joint Committee to further strengthen local partnership working arrangements).

8.To what extent do you agree or disagree with the proposed delivery arrangements for the Devon and Torbay Combined County Authority?

(If you have any comments you would like to make around the delivery proposal, you will have the opportunity at the end of the questionnaire.)

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Don't know

Your comments

9.If you have any comments you would like to make about the proposals for the Devon and Torbay Combined County Authority, please tell us using the space below.

Proposed CTC response for consideration by members

We write as Crediton Town Council, members of which are elected to serve, represent and advocate for, its residents.

We are a voice that has a duty to ensure our community is well governed, responsive to its interests and empowered.

Whilst there is a general support for devolution in its truest form, involving the transfer of power from central government to a more local level, we have concerns relating to the governance model of the Combined County Authority (CCA) itself and the lack of involvement for the town and parish council sector.

We firmly believe that the proposed governance model would result in an unacceptable democratic deficit. We advocate for the local voice, especially concerning policies with significant local impact. Each town and parish in Devon possess unique characteristics, emphasising the need for local accountability. The proposal puts an extra layer of governance at the top of our local government framework; one that is not directly elected, but instead appointed.

Districts combined would have a maximum of two representatives on the CCA, who may not have voting rights. This lacks democratic accountability and cannot represent each district effectively. If there is no possibility under the current governance arrangements specified by or negotiated with central government, then all future opportunities should be taken as soon as they present themselves to ensure that the districts are more closely involved in strategic plans for the CCA area. Strong working relationships across the districts will be integral to any future success of the CCA.

We are concerned that the £16 million allocation falls short, and future funding remains uncertain. Further information relating to the sustainability of the CCA should be provided, so that stakeholders can be sure of the viability of this further layer of governance.

It should be recognised that town and parish councils already shoulder additional responsibilities due to cuts at higher tiers of authority. We see no suggestion that this proposal will effectively channel additional powers or funding to local communities.

The Shared Prosperity Fund should be devolved down to the local council level. The Parish and Town Council sector are more suited to supporting and understanding their communities than either of the other levels of authority. Own and Parish Councils should be able to put forward proposals and apply for funding directly from their district and these powers should not be moved to the CCA.

The CCA will need to come up with original ideas for investment and sustainable growth in our rural county. A lot of the thinking on economy and business has already been explored with the LEP's proposals for blue/green industries with higher paid productive jobs, mainly in the south. While there may have been some recent advances in economic growth in the north of the county, there is still a big hole in the middle where rural areas have not been considered in terms of their communities in need of sustainable development that enhances and protects the county's natural capital.

Please see below a final precis of CTC's concerns regarding a CCA for Devon:

1. Introducing a fourth layer of government administration risks confusion among constituents about responsibilities
2. Transferring key responsibilities from lower tiers may distance policies from the communities they impact
3. One-size-fits-all policies might not adequately address the diverse needs of different areas
4. The £16 million allocation falls short, and future funding remains uncertain
5. Redirecting funds toward existing statutory services is crucial

6. Administering this layer post-2027 will divert resources from essential services and consideration must be given to the already growing range of services being delivered by town and parish councils due to the inability of district councils to continue to do so
7. We support devolving powers and funding but emphasize empowering local decision-making
8. Transparency and clarity are essential for effective governance.