



CREDITON TOWN COUNCIL

Manor Office, 6 North Street

Credition

Devon

EX17 2BT

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Email: reception@crediton.gov.uk

To All Credition Town Councillors

You are hereby summoned to attend a meeting of the **Community Committee**, which will be held on **Tuesday, October 27, 2026, at 18:30, at The White Rooms Creative Space, EX17 1DN**

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 FSLCC

Town Clerk

Thursday, 22 October 2026

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

73 - Welcome and Introduction

Opening of meeting by the Chair and member introductions

74 - Public Question Time

To receive questions from members of the public related to matters on the agenda (CTC's adopted Standing Orders 3d, 3e and 3g; a maximum period of 3 minutes will be permitted for any person wishing to ask up to three questions with a maximum of 15 minutes being allowed for this item)

75 - Apologies

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

76 - Declarations of Interest and Requests for Dispensations

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

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

77 - 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

78 - Chair's and Clerk's Announcements

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

79 - Community Committee Minutes

To approve and sign the minutes of the meeting held on 15 September 2026, as a correct record (minutes will be issued with the agenda)

80 - 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:

[26/01250/MFUL | Variation of condition 8 of planning permission 25/00755/MFUL \(Variation of condition \(2\) of planning permission 18/01800/MFUL \(Construction of an on-farm anaerobic digestion plant and associated infrastructure\) to increase the annual feedstock limit from 32,500 tonnes to 48,500 tonnes and remove the restrictions relating to individual feedstock types, tonnages and source sites | Land at NGR 285024 100245 \(East of Lords Meadow Industrial Estate\) Crediton Devon](#) (extension granted)

(Additional correspondence relating to this application will be issued with the agenda)

81 - Mid Devon District Council Planning Decisions:

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

26/00883/CLU

Proposal: Certificate of Lawfulness for the existing use of a garden room

Location: 52 Town Park, Crediton, Devon

26/00975/LBC

Proposal: Listed Building Consent for insulation and installation of crawl boards to roofspace

Location: Congregational Church, High Street, Crediton, Devon

26/01045/HOUSE

Proposal: Erection of a two storey extension and home office

Location: South View, Park Street, Crediton, Devon

26/01202/LBC

Proposal: Listed Building Consent for removal of one chimney and roof made good to match existing

Location: Priory Cottage, Church Street, Crediton, Devon

82 - DCC Amendment Order for Joseph Locke Way & Station Approach

To consider and comment on an amendment order in relation to No Waiting Restrictions on Joseph Locke Way & Station Approach, Crediton (extension granted)

83 - Premises Licence Application

To consider and comment on an application from The Lekker Saffa Ltd for a new premises licence

84 - 20's Plenty

To receive the report from Cllr Frisby and to consider the proposal therein

85 - Peoples Park Wildlife Garden

To receive the report from Cllr Fawssett and to consider the proposal therein

86 - Exhibition Road Allotment Boundary

To receive the report and to consider the recommendations therein

87 - War Memorial & Bus Shelter Roof Repairs

To receive the report and to consider the recommendations therein

88 - St Lawrence Green Telephone Box

To receive the report and to consider the recommendations therein

89 - Christmas 2026

To receive the Town Clerk's report regarding Christmas lights and to consider and approve the recommendations therein

90 - MDDC Local Green Space Consultation

To receive the consultation package and consider and agree any suitable nominations for new Local Green Space

91 - Crediton Tree Warden Network

To receive the report and to consider and approve the recommendations therein

92 - TPO (Weeping Ash, East Street)

To consider a request from a member of the public to support a Tree Preservation Order (TPO) on the Weeping Ash located on East Street

93 - Town Square Benches

To receive the report and to note the contents therein

94 - Date of next meeting

To note that the date of the next meeting will be **Tuesday 08 December 2026**

95 - Reports Pack

Attachments – for internal use only

[AI 79 - 2026-09-15 - Community Committee - Minutes.pdf](#)

[AI 80 - Objection Reasons to Planning proposal 26-01250-MFUL 29.09.26.pdf](#)

[AI 82 - DCC Amendment Order.pdf](#)

[AI 83 - Lekker Saffa Premises Licence App.pdf](#)

[AI 84 - 20s Plenty Report.docx](#)

[AI 85 - Wildlife Garden Report.docx](#)

[AI 86 - Exhibition Road Allotment Boundary.docx](#)

[AI 87 - War Memorial Bus Shelter Roof Report.docx](#)

[AI 88 - Telephone Box Report.docx](#)

[AI 89 - Christmas lights report.docx](#)

[AI 90 - Local Green Space consultation.pdf](#)

[AI 91 - Tree Warden Network Report.docx](#)

[AI 92 - TPO request from MOP.pdf](#)

[AI 93 - Town Square benches report.docx](#)



**Minutes of the Community Committee meeting held on Tuesday, September 15, 2026 at
18:30 in Crediton Library, Belle Parade, EX17 2AA**

Present: Cllrs Liz Brookes-Hocking, Tim Stanford, Giles Fawssett, Jim Cairney, Vix Frisby and Joyce Harris

Apologies: Cllrs Steve Huxtable and Guy Cochran

In Attendance: 6 members of the public

Minute Taker: Emma Anderson

MINUTES

57 WELCOME AND INTRODUCTION

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

58 PUBLIC QUESTION TIME

No questions were raised.

59 APOLOGIES

Decision: It was **resolved** to receive and accept apologies from Cllr Huxtable (holiday) and Cllr Cochran (other meeting). (Proposed by Cllr Brookes-Hocking)

60 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

60.1 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.

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

No dispensation requests had been received.

61 CLIMATE EMERGENCY

The committee **noted** that decisions would continue to be taken with the climate emergency at the forefront of policy and decision-making.

62 ORDER OF BUSINESS

There were no changes to the order of business.

63 CHAIR'S AND CLERK'S ANNOUNCEMENTS

There were no announcements.

64 COMMUNITY COMMITTEE MINUTES

Decision: It was **resolved** to **approve** the minutes of the Community Committee meeting held on 28 July 2026. (Proposed by Cllr Harris)

65 MID DEVON DISTRICT COUNCIL PLANNING APPLICATIONS:

Members reviewed the following planning applications:

26/01045/HOUSE | Erection of a two storey extension and home office | South View Park Street Crediton Devon EX17 3HL

Decision: It was **resolved** to recommend NO OBJECTION with an additional comment that the windows could have shown more character and better reflected the period of the building. (Proposed by Cllr Fawssett)

26/01114/HOUSE | Erection of a two storey extension | 15 George Hill Crediton Devon EX17 2DT

Decision: It was **resolved** to recommend NO OBJECTION with an additional comment that the extension design could have been more interesting. (Proposed by Cllr Fawssett)

Task: Submit planning comments to MDDC. @Emily Armitage 2026-09-21

66 MID DEVON DISTRICT COUNCIL PLANNING DECISIONS:

Members **noted** the planning decisions, particularly the part refusal on the trees works.

67 PREMISES LICENCE

Decision: It was **resolved** to recommend NO OBJECTION to the premises licence application by Silverbelly Western Ltd. (Proposed by Cllr Harris)

68 PROPERTY INSPECTIONS

Decision: It was **resolved** to **note** the property inspections and the recommendations therein. (Proposed by Cllr Harris)

Task: Action property inspection recommendations @Emma Anderson

69 NEWCOMBES MEADOW WATER PLAY

Cllr Brookes-Hocking opened the discussion to members noting that information had been provided in the report and circulated to members. It was also noted that comparative water use and running costs relating to splashpads had been difficult to obtain due to these generally being run by principal authorities and the costs, particularly water, being linked to other leisure facilities.

Cllr Fawcett argued that the issue had become overcomplicated, including the use of S106 money, and the present paddling pool was working satisfactorily. He welcomed a resolution but would be reluctant to assume responsibility for the asset.

Standing orders were suspended at 18.49 to allow public contribution

Members of the public made the following comments:

- Local residents value the existing paddling pool and do not see a splash pad as an adequate replacement. Concerns were raised about the potential for higher water use and not being environmentally friendly in recent dry conditions. Reference was also made to information shared from Tiverton Town Council, suggesting that a substantially lower quote had been obtained for a similar refurbishment
- The paddling pool suits younger children and functions as a well-used community asset, whereas a splash pad would likely attract an older age range and might worsen existing problems of misuse around the play area. If water play is to remain, toilet provision should form part of the plan
- The potential for water consumption to reach five times that of a paddling pool is deeply concerning considering increasingly dry summers as well as reports of splash pads elsewhere being closed due to water shortages. It was challenged that splash pads are presented as the more sustainable option. The survey comments show strong anecdotal support for the existing pool, including feedback that it has been used successfully by children with additional needs. The survey comments also show repeated anecdotal concerns about splash pads suffering mechanical difficulties
- It was noted that the survey results were very close between paddling pool and splash pad.
- It was queried whether the apparent covenant linked to the housing association had been investigated. Cllr Brookes-Hocking confirmed that information had been sought but not yet provided and reminded members that toilet provision remained expressly subject to Mid Devon District Council's investigation of any restrictive covenant.

Standing orders were reinstated at 19.00

The Chair acknowledged the discussions as well as the papers received.

Decision: It was **resolved** to proceed with Option A, replacing the paddling pool like-for-like. (Proposed by Cllr Brookes-Hocking)

Standing orders were suspended at 19.02

A member of the public raised safeguarding concerns regarding the proposed toilets being located close to the paddling pool. Members responded that the proposed location would be visible and not hidden away, and that children using the park would ordinarily be accompanied by parents or family members. A member of the public highlighted that a closer toilet could reduce safeguarding problems caused by families having to use the current facilities which are further away. It was also suggested that any toilet block could be locked with operating hours to be agreed.

Standing orders were reinstated at 19.06

Decision: It was **resolved** that the chosen option should include the provision of a toilet block, subject to Mid Devon District Council's investigation of restricted covenants. (Proposed by Cllr Brookes-Hocking)

Standing orders were briefly suspended at 19.08

One member of the public highlighted that the immediate pressure associated with local government reorganisation timing had eased. Members were reminded that the S106 funds are time restricted and Mid Devon District Council have made it clear that the matter is urgent.

Standing orders were reinstated at 19.08

Decision: It was **resolved** to enter negotiations with Mid Devon District Council on the future safeguarding of the asset, including the potential for ongoing day-to-day maintenance responsibility. (Proposed by Cllr Harris)

Decision: It was **resolved** to recommend that Full Council consider the future financial arrangements for Newcombes Meadow water play, including contingency and general maintenance. (Proposed by Cllr Harris)

Task: Write to MDDC regarding the decision to proceed with Option A and enter negotiations on the future safeguarding of the asset, including the potential for ongoing day-to-day maintenance responsibility @Emma Anderson, Rachel Avery

70 DATE OF NEXT MEETING

Members **noted** that the next meeting would be held on Tuesday 27 October 2026. The meeting's location was **noted** as The White Rooms Creative Space. The meeting closed at 19.10.

71 REPORTS PACK

Signed

Dated.....



Graphic Plc
Down End
Crediton
Devon
EX17 1HN

29th September 2026

Graphic Plc – Down End, Crediton, Devon, EX17 1HN

Graphic Plc has been operating from **Down End, Crediton, Devon, EX17 1HN, within Lords Meadow Industrial Estate, since 1972**. Over more than five decades, the company has become an established and significant part of the local community and economy.

Graphic Plc currently employs approximately **230 people**, with more than **80% of our employees living within a 10-mile radius of the Crediton site**. We are therefore a significant local employer, providing long-term employment opportunities for people living in Crediton and the surrounding area.

Our operation runs **24 hours a day**, supporting a continuous manufacturing operation and providing an important contribution to the local economy.

Graphic Plc currently has an annual wage bill of approximately **£12.7 million**, with more than **80% of this value being spent within the local economy**. This supports numerous local suppliers, contractors and service providers and generates wider economic benefits for businesses and communities throughout Crediton and the surrounding area.

Having operated at Down End since 1972, Graphic Plc has a long-standing commitment to Crediton and to maintaining our operations and employment within the local area.

As an established 24-hour manufacturing business employing a significant local workforce, we rely upon **safe, reliable and efficient access to our premises** and an environment in which our employees, suppliers, contractors and visitors can operate without unreasonable disruption.

It is therefore important that the potential impacts of any significant change to nearby developments are carefully considered, particularly where those changes could affect **traffic movements, high-way safety, noise, odour, air quality or general disturbance** around Lords Meadow Industrial Estate.





Graphic Plc's long-standing presence, local employment and substantial contribution to the local economy should be properly recognised when considering the potential cumulative impacts of the proposed increase in activity at the adjacent anaerobic digestion facility.

The potential impact of this proposal extends beyond the immediate planning considerations. Graphic Plc has been a significant part of the Crediton community since 1972, and the continued operation of our factory provides employment and economic benefits to a large number of local people and businesses.

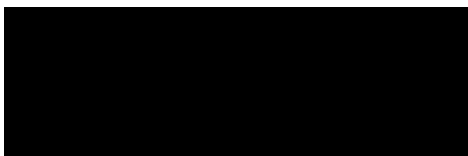
If the proposed increase and associated changes to the operation were to result in unacceptable impacts on our ability to operate safely and efficiently from Down End, this could have serious implications for the future of the site.

If the proposal were to be approved and the resulting impacts made the continued operation of our Crediton facility untenable, we would have to seriously consider the relocation of the factory. Such an outcome would have significant consequences for the approximately 230 people currently employed at our Crediton site, their families, our local suppliers and contractors, and the wider Crediton economy.

It is important to emphasise that Graphic Plc has been part of Crediton for more than 50 years. The potential loss or relocation of such an established local employer would be a significant matter for the town and the many people whose livelihoods are connected to the site.

We therefore respectfully ask the Council to give full and careful consideration to the people and employees who could be affected by this proposal, as well as the wider economic and community consequences. We hope that our objection will be considered in the context of the long-standing contribution Graphic Plc makes to Crediton and the importance of protecting the employment and livelihoods that depend upon our continued operation here.

Your Sincerely,



David Pike
Managing Director
Graphic Plc



Devon County Council (Various Roads, Crediton) (Waiting Restrictions) Amendment Order

Devon County Council propose to make this under the Road Traffic Regulation Act 1984 to introduce in Crediton

No Waiting At Any Time on specified lengths of Joseph Locke Way and Station Approach

Where appropriate there will be the usual exemptions including those in relation to picking up/setting down passengers, loading/unloading goods and disabled persons vehicles.

The draft order, order being amended, plans and statement of reasons may be seen at <https://devon.cc/tro> from 24th September. Free bookable computer use is available during the opening hours of Devon Libraries. Documents are also available to view during normal office hours at the address below.

Objections and other comments specifying the proposal and the grounds on which they are made must be in writing to the address below or via <https://devon.cc/tro> to arrive by **15th October 2026**. Receipt of submissions may not be acknowledged but those received will be considered. If you make a submission, be aware that comments will be anonymised prior to being sent to Highways & Traffic Orders Committee (HATOC) members for consideration or being published on our website. Your data may be shared within the Council and with our partner agencies. Personal details will be kept confidential in line with the Privacy Notice at <https://devon.cc/troprivacy> and will only be shared in accordance with the terms of that Notice or to comply with our legal obligations.

24th September 2026

reference imr/DEV001/1797 | website reference 6334

Director of Legal & Democratic Services, County Hall, Topsham Road, Exeter EX2 4QD

Statement of Reasons

The restrictions have been proposed to align with the adoption of the highway, to prevent obstructive parking and to prevent heavy good vehicles stopping overnight. It is also anticipated that Station Approach and Joseph Locke Way will be part of a main route to developments built in the future so must be kept clear to ensure a good traffic flow and to account for queuing when the level crossing is down.

Specifically, the restrictions are proposed to avoid danger to persons or other traffic using the road or any other road or for preventing the likelihood of any such danger arising, will facilitate the passage on the road of any class of traffic (including pedestrians) and will preserve or improve the amenities of the area which the road runs through

**Devon County Council (Various Roads, Crediton) (Waiting Restrictions)
Amendment Order**

Devon County Council make the following order under sections 1, 2, 4, part IV of schedule 9 of the Road Traffic Regulation Act 1984 and of all other enabling powers

- 1** This order comes into force _____ and may be cited as “Devon County Council (Various Roads, Crediton) (Waiting Restrictions) Amendment Order _____”
- 2** The schedule below is added to Devon County Council (Traffic Regulation & On-Street Parking Places) Consolidation Order 2024 as amended

Schedule 1.001 No Waiting At Any Time

Joseph Locke Way, Crediton

both sides from its junction with Station Approach in an easterly then north-easterly direction to its junction with A377 Exeter Road

Station Approach, Crediton

both sides from its junction with Road from Fordton Cross to Station Cross in an easterly direction to its junction with Joseph Locke Way

dated _____

The COMMON SEAL of _____)

Devon County Council _____)

was hereunto affixed _____)

in the presence of _____)

duly authorised signatory _____

document number _____

reference imr/DEV001/1797

website reference 6334

Application for a premises licence to be granted under the Licensing Act 2003

Please read the following instructions first

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We Tonya Marye Lord

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description			
The Lekker Saffa Ltd Unit B Parliament Square			
Post town	Crediton	Postcode	EX172AW

Telephone number at premises (if any)	
Non-domestic rateable value of premises	

Part 2 - Applicant details

Please state whether you are applying for a premises licence as **appropriate** **Please tick as**

a)	an individual or individuals *	☒	please complete section (A)
b)	a person other than an individual *	☐	
	i as a limited company/limited liability partnership	☐	please complete section (B)
	ii as a partnership (other than limited liability)	☐	please complete section (B)
	iii as an unincorporated association or	☐	please complete section (B)
	iv other (for example a statutory corporation)	☐	please complete section (B)

c)	a recognised club		please complete section (B)
d)	a charity		please complete section (B)
e)	the proprietor of an educational establishment		please complete section (B)
f)	a health service body		please complete section (B)
g)	a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales		please complete section (B)
ga)	a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England		please complete section (B)
h)	the chief officer of police of a police force in England and Wales		please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
- I am making the application pursuant to a
- statutory function or
- a function discharged by virtue of Her Majesty's prerogative

✓

(A) individual applicants (fill in as applicable)

Mr	Mrs	✓	Miss	Ms	Other Title (for example, Rev)	
Surname Lord				First names Tonya Marye		
Date of birth		[REDACTED]		I am 18 years old or over		Please tick yes ✓
Nationality [REDACTED]						
Current residential address if different from premises address		[REDACTED]				
Post town	Crediton				Postcode	[REDACTED]
Daytime contact telephone number			[REDACTED]			
E-mail address (optional)		[REDACTED]				

Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service (please see note 15 for information)



Second individual applicant (if applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth or over		I am 18 years old		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service: (please see note 15 for information)					

(B) Other applicants

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name

Address
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.)
Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
0	1	1 1 2 0 2 6

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

A South African grocery store with an on and off license as we will have a small corner bar inside, seating a maximum of 10 people. It will only be open for the viewing of live Rugby matches.

Our grocery store will be selling products like cured meat, spices, sauces, crisps, wine, ciders, beers and South African paraphernalia.

These premises are on the town square in Crediton .This family run business will cater for all ages with traditional cakes and sweets.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)	Please tick all that apply
--	----------------------------

a)	plays (if ticking yes, fill in box A)	
b)	films (if ticking yes, fill in box B)	
c)	indoor sporting events (if ticking yes, fill in box C)	
d)	boxing or wrestling entertainment (if ticking yes, fill in box D)	
e)	live music (if ticking yes, fill in box E)	
f)	recorded music (if ticking yes, fill in box F)	
g)	performances of dance (if ticking yes, fill in box G)	
h)	anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	

<u>Provision of late night refreshment</u> (if ticking yes, fill in box I)	
<u>Supply of alcohol</u> (if ticking yes, fill in box J)	√

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for performing plays</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the exhibition of films (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			
Fri			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 6)
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

F

Recorded music Standard days and timings (please read guidance note 7)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue			<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5)		
Wed					
Thur			<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Fri					
Sat					
Sun					

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
Mon				Outdoors	
				Both	
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	
				Off the premises	
Day	Start	Finish		Both	✓
Mon	09:30	19:00	State any seasonal variations for the supply of alcohol (please read guidance note 5) N/A		
Tue	09:30	19:00			
Wed	09:30	19:00			
Thur	09:30	19:00	Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6) N/A		
Fri	09:30	19:00			
Sat	09:30	19:00			
Sun	09:30	19:00			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name		Tonya Marye Lord
Date of birth		09/02/1982
Address		
[REDACTED]		
Crediton		
Postcode		[REDACTED]
Personal licence number (if known) MDV PE1489		
Issuing licensing authority (if known) Mid Devon District Council		

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

None at all.

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5)
Day	Start	Finish	
Mon	09:30	19:00	
Tue	09:30	19:00	
Wed	09:30	19:00	
Thur	09:30	19:00	
Fri	09:30	19:00	<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 6)
Sat	09:30	19:00	
Sun	09:30	19:00	

M

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

The licensee shall take all due precautions for the safety of the public and shall at all times conduct our business in such a manner and exercise such control over all persons on the premises as may be necessary to ensure that there is no drunkenness or behaviour resulting or likely to result in damage to property or personal injury to any person.

Please see the details provided/information given below in boxes B - E

b) The prevention of crime and disorder

The premises shall install, operate and maintain a digital colour CCTV system to the satisfaction of the Police and Local Authority. As a minimum, the system will:

- i. Cover all public areas of the licensed premises, including entry and exit points. This also includes any outside areas under the control of the premises licence holder.
- ii. CCTV recordings will be retained for a min of 28 days

A list of emergency numbers will be available to staff at all times.

There shall be no sales of beer, cider or lager above 6% abv

c) Public safety

Our premises have been completely renovated. Continued necessary maintenance will be a priority. Fire alarms are installed within the shop. Glass bottles that are sold, will be packaged safely for customers to take home. Any bottles sold in the small bar area will be disposed of in the correct manner and recycled. We have staff who are fully trained in first aid.

d) The prevention of public nuisance

As a small retail shop, we will not be playing music. We will only have the TV playing when showing a live rugby match – the sound of the TV will be at a reasonable volume as to not disturb any neighbours.

All the rubbish produced by the premises shall be stored securely in a designated area or in a bin with a tight fitting and lockable lid.

Litter and refuse will be collected by a waste management company.

Our premises will be kept clean and tidy at all times.

e) The protection of children from harm

The premises shall display prominent signage in all areas where alcohol is located, indicating that a Challenge 25 scheme is in operation
All staff are trained on asking for relevant age identification.
By combining supervision, risk assessment, staff training, and clear policies, we can create a safer environment for children while complying with legal requirements and safeguarding best practices

Checklist:

Please tick to indicate agreement

•	I have made or enclosed payment of the fee.	√
•	I have enclosed the plan of the premises.	√
•	I have sent copies of this application and the plan to responsible authorities and others where applicable.	
•	I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	√
•	I understand that I must now advertise my application.	√
•	I understand that if I do not comply with the above requirements my application will be rejected.	√
•	[Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).	

It is an offence, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application. Those who make a false statement may be liable on summary conviction to a fine of any amount.

It is an offence under Section 24b of the Immigration Act 1971 for a person to work when they know, or have reasonable cause to believe, that they are disqualified from doing so by reason of their immigration status. Those who employ an adult without leave or who is subject to conditions as to employment will be liable to a civil penalty under section 15 of the Immigration, Asylum and Nationality Act 2006 and pursuant to Section 21 of the same act, will be committing an offence where they do so in the knowledge, or with reasonable cause to believe, that the employee is disqualified.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). - The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	
Date	14 September 2026
Capacity	Owner

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Tonya Marve Lord [REDACTED]			
Post town	Crediton	Postcode	[REDACTED]
Telephone number (if any)	[REDACTED]		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) [REDACTED]			

Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
 - Live music: no licence permission is required for:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i)

the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.

- Recorded Music: no licence permission is required for:
 - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
 - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
 - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.

8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
10. Please list here steps you will take to promote all four licensing objectives together.
11. The application form must be signed.
12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
14. This is the address which we shall use to correspond with you about this application.
15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be issued to an individual or an individual in a partnership which is not a limited liability partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have the right to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

They do this in one of two ways:

- 1) by providing with this application, copies or scanned copies of the documents which an applicant has provided, to demonstrate their entitlement to work in the UK (which do not need to be certified) as per information published on gov.uk and in guidance.
- 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Home Office online right to work checking service.

As an alternative to providing a copy of original documents, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth, will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be shared digitally. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copies of documents as set out above.

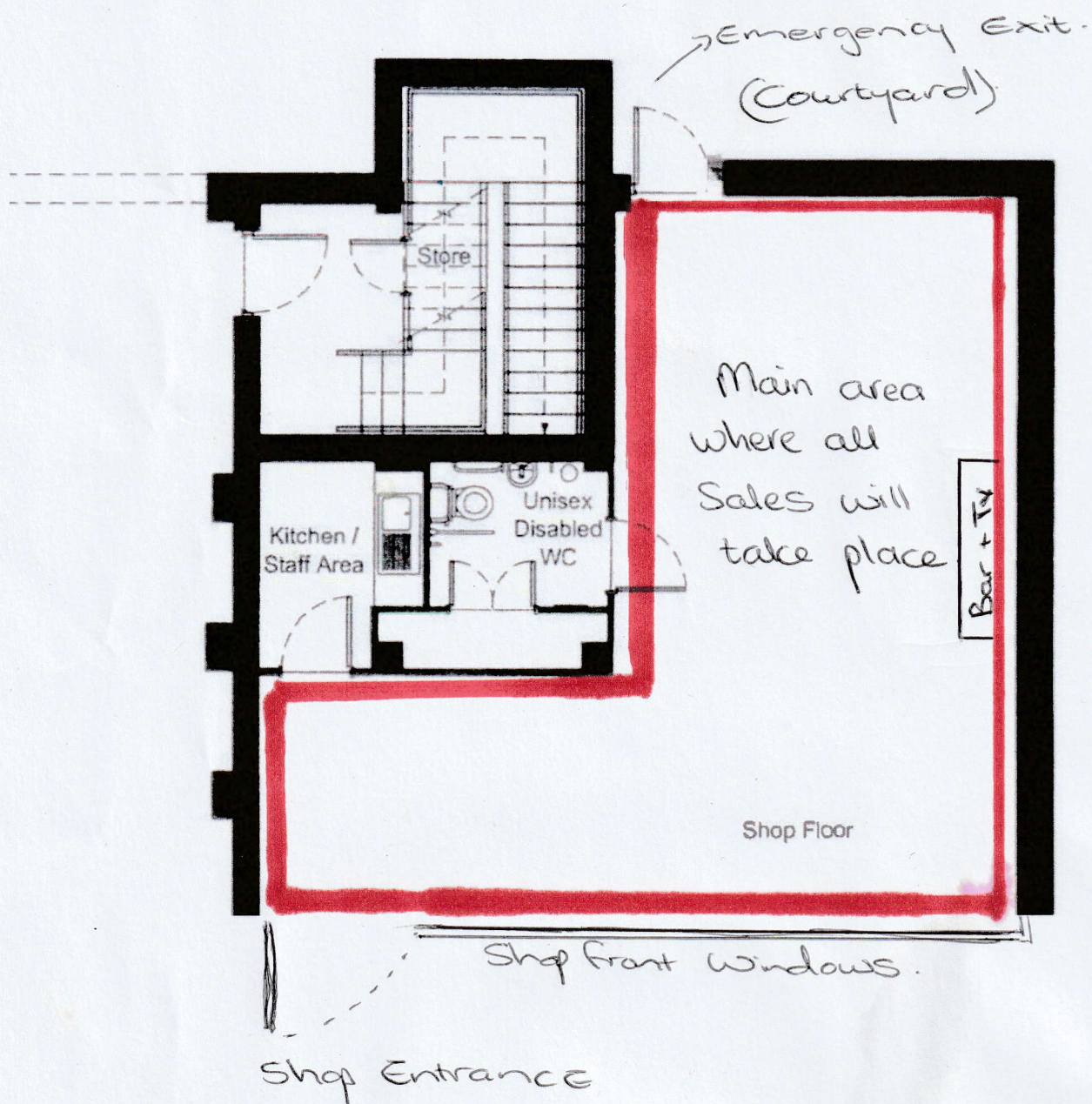
Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Unit B Parliament Square.

Creditor.

EX17 2AW

Size: Ground Floor Retail Area: 10.43m x 8.99m (34'3" x 29'6")





CREDITON TOWN COUNCIL

20s Plenty Report

Report by: Cllr Frisby (additional information provided by Deputy Clerk)
To: Community Committee
Date: For consideration on 27 October 2026

Recommendation

Community Committee is requested to consider supporting the implementation of 20's Plenty in areas around Crediton.

1. Purpose

- 1.1 This report sets out a proposal to implement 20's Plenty in Crediton near the primary schools, town square and play area (A motion request form was also later received from Cllr Cairney to purchase the 20's Plenty signs).

2. Background

- 2.1 Main reasons to support 20's Plenty:
- Safer: The Department for Transport estimates that a 1mph lower speed in built-up areas reduces road casualties by 6%. Successful 20mph schemes result in 30% fewer casualties.
 - Cleaner & quieter: 20mph reduces tail-pipe emissions by 25% compared with 30mph and are 50% quieter. They also encourage more cycling and walking.
 - Affordable and cost effective: 20s Plenty schemes provide multiple economic, societal and environmental benefits at low cost.
 - Popular: National and local surveys consistently find 70% support in residential streets.
 - The locations have been chosen to promote safer roads in areas where there are often children walking or playing.

3. Proposal

- 3.1 To support the implementation of 20's Plenty in Crediton, initially covering the roads around Haywards Primary School, Landscore Primary School, the Town Square and Belle Parade.
- 3.2 To purchase 25 x 20s Plenty signs at a cost of £9.85 each to erect in these locations.

4. Financial Implications

- 4.1 Signs can be purchased locally and printed on 5mm foamex to allow versatility in how/where they are secured.
- 4.2 Signs cost £9.85 each based on a minimum order quantity of 50. Copplestone Parish Council is also looking to purchase signs so this minimum requirement can be achieved. Total cost for 25 signs will be £246.25.
- 4.3 There is £1,988 unallocated in the General Small Works budget.

5. Climate Implications

- 5.1 Climate implications have been outlined above.

6. Conclusion

- 6.1 Members are requested to consider the proposal.



CREDITON TOWN COUNCIL

Peoples Park Wildlife Garden Report

Report by: Cllr Fawssett (additional information provided by Deputy Clerk)
To: Community Committee
Date: For consideration on 27 October 2026

Recommendation

Community Committee is requested to consider the proposal contained within this report.

1. Purpose

- 1.1 To maintain Peoples Park Wildlife Garden.

2. Background

- 2.1 Peoples Park Wildlife Area was originally planned and planted by Kendra Ezekiel and a volunteer group. For the last three years it has been rescued and further developed by volunteer Peter Please and Cllr Fawssett and various volunteers. Unfortunately, both Kendra and Peter have moved away.
- 2.2 Our Mission Statement (written by Peter Please, 40 years practicing in organic gardening and campaigning against biodiversity loss):
- Seek a diversity of habitats - bare soil, cracks, sun and shade, rocks, dead wood, different layers (herbaceous/shrub and tree).
 - Provide native plants for the larval and over wintering phase of insects and then lots of summer flowers for nectar feeding adults.
 - Plant up big gaps.
 - Let flowers go to seed.
 - Autumn and winter pruning back of brambles and over exuberance by the paths.
 - Create habitat piles by the hedge and fence.
 - Plant in autumn Spring flowering bulbs.
 - Refresh paths with leaves and clean and sweep steps.
 - Leave soft fruit and apples for birds
 - Pull out isolated nettles but leave clumps and cut back in late summer.
 - Pull out conker seedlings and remove docks or any truly invasive plant when in leaf and growing.
 - Occasional watering in drought.

3. Proposal

- 3.1 To employ a professional gardener to direct the Peoples Park Wildlife Area project (as per the mission statement above), to ensure volunteers are welcome and take part in wildlife gardening.

4. Financial Implications

- 4.1 Quotations have been obtained and are provided below. These are based on delivering the mission statement above as well as to cover planning, preparation, communication and coordination or effective sessions – directing and coordinating volunteers.

Gardener A	Gardener B
£275 per session Based on approx. 10 sessions per year	£124 per session Based on 8 sessions per year

- 4.2 There is £2,772.14 unallocated in the Peoples Park Maintenance budget to cover sessions in 2026/27.
- 4.3 If supported, the proposal can be considered as part of this year's budgeting process, following a recommendation to Oversight Committee to ensure sufficient budget is available for 27/28.

5. Climate Implications

- 5.1 To demonstrate real ways to improve biodiversity and to help mitigate climate change.

6. Conclusion

- 6.1 Members are requested to consider the proposal.



CREDITON TOWN COUNCIL

Exhibition Road Allotment Boundary Report

Report by: Deputy Clerk
To: Community Committee
Date: For consideration on 27 October 2026

Recommendation

Community Committee is requested to consider the proposal contained in this report.

1. Purpose

- 1.1 This report sets out information received regarding one of the boundaries at the Exhibition Road allotment site.

2. Background

- 2.1 The QTRA carried out in 2025 included trees on the Exhibition Road allotment boundary, near Hedgerow Close. Recommended works following the assessment were approved by Full Council on 4 Nov 2025. The outside of the hedge is cut back every October as part of the Grounds Maintenance Contract.
- 2.2 Before the work was completed, it was noted on the Council's mapping software that the strip of land in question was not in fact included in the allotment boundary.
- 2.3 It appears to be unregistered land. An MDDC officer advised contacting the successor developer. The developer confirmed they would check archived maps. Despite numerous follow up emails and calls, a further response has not been received.
- 2.4 The proposed tree works include works on the allotment side of the hedge which the Town Council is entitled to carry out based on the trees encroaching on the allotment boundary. The remaining works to coppice trees, remove dead elms and crown lift over the path, parking and gardens are beyond the allotment boundary.
- 2.5 The hedge line does not appear to be maintained by any other authority.

3. Recommendations

- 3.1 To consider whether to continue to carry out the approved works and assess these trees as per the Tree Risk Management Policy based on the fact they are in close proximity to the Town Council's allotment site.

4. Financial Implications

- 4.1 The total cost of £1,000 to carry out the works was agreed in November 2025, using the Tree Works budget and £800 allocated from EMR:342 Tree Works.
- 4.2 Continuing to assess these trees and carry out any remedial works will come with future financial implications.

5. Climate Implications

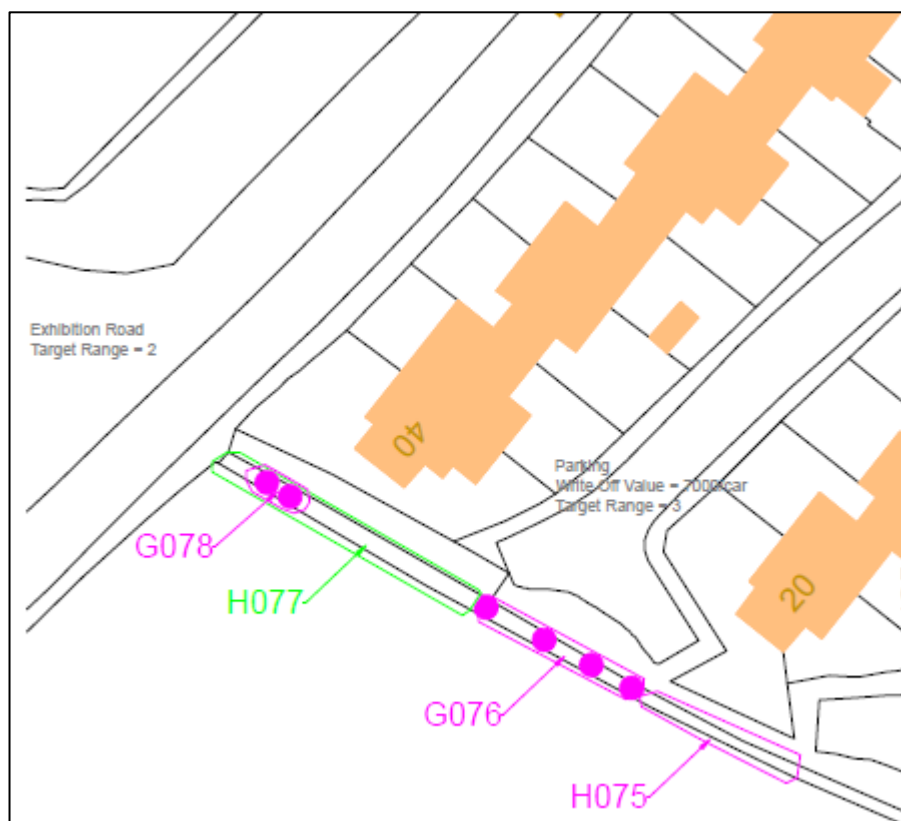
- 5.1 The works will be undertaken outside of bird nesting season and the works to be carried out focus on the long-term management of the trees.

6. Conclusion

- 6.1 Members are requested to consider the proposal.

Works agreed by Full Council 4 November 2025

Exhibition Road Allotments	H75.000	Hazel, Elm, Elderberry	Coppice to create a managed hedge. Remove dead elms
Exhibition Road Allotments	G76.000	Sycamore, Norway Maple	Crown lift to 4m over the highway path, parking and gardens, and to 5m over the allotment. Limb diameter should not exceed 100mm. Remove the subordinate Sycamore. Remove two dead limbs from the NM close to the streetlight.
Exhibition Road Allotments	G78.000	Sycamore	Crown lift to 4m over the path





CREDITON TOWN COUNCIL

War Memorial & Bus Shelter Roof Report

Report by: Deputy Clerk
To: Community Committee
Date: For consideration on 27 October 2026

Recommendation

Community Committee is requested to consider future repairs to the roof tiles on the War Memorial & nearby bus shelter.

1. Purpose

- 1.1 This report sets out quotations received to survey the roof on the War Memorial and nearby bus shelter.

2. Background

- 2.1 In 2022 a survey was carried out on the bus shelter to assess the cracks to the uprights and concrete plinths. Advice was received that the warping roof shingles may need replacing in a few years but to continue to assess them via annual property inspections.
- 2.2 As noted in this year's report, the shingles on the bus shelter look to have worsened although there is no sign of internal issues or water damage.
- 2.3 This year's property inspection also noted the deterioration to the roof shingles to the east elevation and to the rear of the war memorial.
- 2.4 A heritage roofing company was contacted to obtain advice on the war memorial roof and potential for repairs. The advice received was that the margins between the shingles are no longer tail to tail and running straight, showing signs of the shingles being loose, although not yet slipping out. To replace these areas, large sections would still need to be removed to get to the shingles, scaffolding would be erected and therefore the cost to repair sections would not be significantly different to replacing the roof shingles entirely.
- 2.5 The heritage roofing company advised that a survey could be carried out on the war memorial and bus shelter in order that a report can be produced, defects listed and schedule of works compiled. This information can be used to create a schedule of works to obtain further quotes.
- 2.6 Based on this advice, additional quotes have been received for a similar survey.
- 2.7 Due to the two assets being next to each other, it seems practical to include the bus shelter in the survey.
- 2.8 The alternative is to go directly to roofing companies and request a quote to repair/replace the two roofs, this may result in discrepancies between what is quoted for. The works will need to be sent to the Conservation Officer to obtain advice on listed building consent which will require documentation such as schedule of works.
- 2.9 The war memorial belongs to Crediton Town and Crediton Hamlets, therefore Crediton Hamlets Parish Council will be contacted regarding any works required and the associated costs.

3. Recommendations

- 3.1 To consider the following options:
 1. To survey the war memorial and nearby bus shelter to obtain a detailed list of the defects and recommended solutions/repairs, prior to obtaining quotations.
 2. To obtain quotations for repairs/replacing the roof tiles on the war memorial & bus shelter.
- 3.2 To instruct a contractor to carry out the survey, subject to the outcome of 3.1.

4. Financial Implications

4.1 Quotations received are provided below:

Contractor A	Contractor B	Contractor C
• Site survey • Condition report • Defect report • Schedule of works (outlining solution/repairs) • Cost for works £680 + VAT <i>Note: For transparency, this company would also be quoting to carry out the works and have advised previously that they charge £500 + VAT to carry out a site visit and provide a precise quotation.</i>	Site survey £500 + VAT Condition report, including identification of defects and recommendations £950 + VAT Listed building consent application package, including drawings, schedule of work, specifications and detailed repair methodologies £1,995 + VAT	Schedule of condition survey & PDF reports £750 + VAT Additional info from contractor: Verbal feedback after the survey is included in the fee quote. Post survey would be the time to create a schedule of works and approach contractors. They do not always need a written schedule (though one can be produced at an extra fee dependant on what works are required) and the PDF report can be used as a guide if that is sufficient for them to make an estimate of costs.

4.2 There is £2,858 remaining in legal/professional fees.

5. Climate Implications

5.1 None.

6. Conclusion

6.1 Members are requested to consider the proposal.



CREDITON TOWN COUNCIL

St Lawrence Green Telephone Box Report

Report by: Deputy Clerk
To: Community Committee
Date: For consideration on 27 October 2026

Recommendation

Community Committee is requested to consider the future use of the St Lawrence Green Telephone Box.

1. Purpose

- 1.1 This report sets out proposals for the future use of the telephone box on St Lawrence Green.

2. Background

- 2.1 The repainting of the kiosk is due to take place imminently, weather dependant.
- 2.2 It was noted at the Full Council meeting in May that the St Lawrence Green telephone box would be converted into a camera obscura until October, after which it would be repurposed as a lost glove repository based on a suggestion from a local resident. The initial suggestion was for this to last for 6 months.
- 2.3 The resident requesting the lost glove repository proposal has advised that the proposal is for the permanent re-purposing of the phone box based on the fact that with a short-term installation, very few people will get to know about it, or be confident to spread the word of its long-term intention.
- 2.4 In addition to the lost glove repository there have been two other proposals received:
1. Crediton Community Bulletin - to advertise posters etc on the walls on the inside of the phone box.
 2. Cllr Backhouse - to consider retaining the camera obscura for longer. As the copper beech loses its leaves, the light levels will increase potentially allowing better images. (Posters could still be put up inside whilst the camera obscura is in situ)

3. Recommendations

- 3.1 To consider the future use of the St Lawrence Green Telephone Box based on the three proposals listed above.

4. Financial Implications

- 4.1 Minimal costs linked to printing material for the windows.

5. Climate Implications

- 5.1 None.

6. Conclusion

- 6.1 Members are requested to consider the proposal.



CREDITON TOWN COUNCIL

Christmas Lighting Report

Report by: Town Clerk
To: Community Committee
Date: For consideration on 27 October 2026

Recommendation

The Community Committee is requested to note, review and approve the recommendations detailed in this report.

1. Purpose

- 1.1 This report serves as an update to members on progress with High Street Christmas lighting.

2. Information

- 2.1 CTC remains committed to delivering a long-term and sustainable solution for the High Street Christmas lighting display through the installation of new catenary wires. This project aims to provide an improved and more resilient infrastructure for future festive lighting displays within the town centre.
- 2.2 Progress on the project has been slower than originally anticipated. This is primarily due to the complexities associated with securing permissions from individual property owners along the proposed route. In addition, where attachment points involve listed buildings, CTC must obtain the necessary Listed Building Consent before any installation works can proceed. At the moment, it may be possible for one additional wire to be installed.
- 2.3 Officers continue to engage with property owners and Mid Devon District Council to progress the required permissions and approvals. Whilst the process has proven challenging, work remains ongoing and efforts continue to move the project forward.
- 2.4 To support further improvements to the town's festive offer, CTC has submitted an application to Mid Devon District Council's Creative Communities Fund for a proposed Christmas Tree Trail in Credition town centre. The project and grant application has been developed in response to strong interest from local businesses and aims to encourage residents and visitors to explore the town centre during the festive period.
- 2.5 The proposed project would see approximately 40 town centre businesses participate in an illuminated trail by hosting an LED infinity Christmas tree and providing a trail stamp for visitors collecting stamps on a printed trail map. The project comprises:
- An Illuminated Christmas Tree Trail: Participating businesses would each receive an LED infinity Christmas tree, creating a consistent and recognisable festive feature throughout the town centre. The Christmas tree theme also provides an opportunity to reference Credition's association with St Boniface and the town's wider heritage. Infinity trees have been identified as the preferred option due to their visual impact, range of available sizes and suitability for retail premises.
 - A Family-Friendly Trail: Visitors would be invited to use a specially designed trail map to locate participating businesses and collect stamps, encouraging families to explore different parts of the town centre and engage directly with local traders.
 - A Printed Christmas in Credition Map: A professionally designed map would identify participating businesses and promote Credition's wider Christmas offer, including business information and seasonal opening hours.
 - A Digital Business Directory: A dedicated microsite administered by Credition Town Council would provide an accessible online directory of participating businesses, Christmas opening information and details of the trail.

- Supporting Trail Materials: Participating businesses would receive all necessary materials to take part, including stamps, promotional materials and supporting stickers or badges.
- 2.6 The project is supported by £300.00 match funding from Crediton Chamber of Commerce, alongside a grant request of £2,959.00 to the Creative Communities Fund. There has been a strong response from town centre businesses, demonstrating significant enthusiasm and support for the initiative.
 - 2.7 Local businesses may wish to utilise existing bracket fixings to display their own festive decorations. Where businesses are willing to accept full responsibility for the provision, installation, maintenance and ongoing safety of any decorations, and can provide appropriate evidence of this responsibility, CTC is willing to make existing decorations available for their use. Any such arrangement would be subject to the completion of any necessary agreements and compliance with relevant health and safety requirements.
 - 2.8 Should the application be unsuccessful, CTC will be delivering an amended festive trail, with participating businesses providing their own festive object or display while CTC funds and coordinates the printed trail maps and promotional materials.
Given the strong level of engagement from High Street businesses and the potential benefits for town centre footfall and seasonal trading, it is recommended that a trail-based project proceeds in some form regardless of the funding outcome.
 - 2.9 The digital business directory and supporting microsite are being funded directly by CTC and form part of match contribution towards the overall project.
 - 2.10 Notification of the outcome of the grant application is expected in early November. If successful, the project would be delivered as outlined above. Members should note that any expenditure incurred prior to formal grant approval cannot be claimed against the funding award and, as such, procurement of project elements is currently on hold pending the outcome of the application.

3. Recommendations

- 3.1 To note the update regarding the catenary wires.
- 3.2 To note the submission of the Creative Communities Fund application for the Christmas Tree Trail project and support the principle of delivering a town centre Christmas trail, subject to the outcome of the funding application and any future financial approvals required.

4. Financial Implications

- 4.1 There are no additional financial implications than those approved by members, in relation to the provision of catenary wires.
- 4.2 CTC has submitted a grant application for £2,959.00 to the Mid Devon District Council Creative Communities Fund, supported by £300.00 match funding from Crediton Chamber of Commerce. CTC is funding the development of the digital business directory and microsite as part of its contribution to the project.

5. Climate Implications

- 5.1 There are no climate implications.

6. Conclusion

- 6.1 The Community Committee is requested to consider the contents of this report, noting officer's work to undertake improvement to Christmas lighting in the High Street.

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From: George Sibley [REDACTED]
Sent: 17 September 2026 16:16
Cc: Tristan Peat [REDACTED]; George Sibley [REDACTED]
Subject: Plan Mid Devon – Local Green Space consultation

You don't often get email from [REDACTED] [Learn why this is important](#)

Dear Parish and Town Councils,

Mid Devon District Council is preparing Plan Mid Devon, the new Local Plan for the district covering the period 2026–2046.

As part of the evidence gathering for the new Local Plan, we are undertaking a review of Local Green Space designations and are inviting parish and town councils to nominate any additional green spaces which they consider may meet the national requirements for designation as Local Green Space.

The consultation will run from **17 September 2026 to 30 October 2026**.

Please find attached the **Plan Mid Devon Local Green Space Parish Consultation Package**, which provides further information on the purpose of the consultation, the relevant national planning policy requirements and the process for submitting nominations.

The main purpose of this consultation is to identify **new Local Green Space nominations**. Parish and town councils do not need to renominate sites which are already designated as Local Green Space through the adopted Mid Devon Local Plan or a made neighbourhood plan.

If your council wishes to nominate a new Local Green Space, please complete **one nomination form for each site** and provide a clear boundary map together with any relevant supporting evidence. The consultation package provides guidance on the information and evidence that should be submitted.

Completed nomination forms and supporting information should be returned to [REDACTED] by **Friday the 30th of October 2026**.

Following the consultation, the Council will assess nominations against national planning policy and guidance. Suitable sites may then be taken forward for consideration through the subsequent stages of preparing Plan Mid Devon.

Please feel free to contact me if you have any questions about the consultation or the nomination process.

Kind regards,

George Sibley

Principal Forward Planning Officer
Mid Devon District Council

Save time and do it online <https://www.middevon.gov.uk>

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PLAN MID DEVON

Local Green Space

Consultation package for parish and town councils

Consultation period: 17/09/2026 – 30/10/2026

Closing date: Friday 30 October 2026

Return to: [REDACTED]

1. Invitation and purpose

Mid Devon District Council is preparing Plan Mid Devon, a new local plan covering the period 2026–2046. The plan will guide future development and the use of land across the district, while identifying those places and environmental assets that warrant protection.

As part of the evidence gathering for Plan Mid Devon, the Council is undertaking a review of Local Green Space designations across the district and inviting parish and town councils to nominate additional sites for consideration.

Local Green Space is a specific planning designation established through national planning policy. It provides particular protection for green areas that are demonstrably special to the communities they serve. It is not a general designation for every valued open space, recreation ground, playing field or area of countryside. To qualify, land must satisfy all the relevant tests in the National Planning Policy Framework, be supported by proportionate evidence and have a clearly defined boundary capable of being shown on the policies map.

The Council's approach distinguishes between three categories of site:

- Local Green Spaces designated through the adopted Mid Devon Local Plan will be reviewed by the Council to determine whether their designation, justification and boundaries remain appropriate and should be carried forward into Plan Mid Devon. Parish and town councils are not being asked to reassess these sites through this consultation, although any relevant updated information may be submitted to assist the Council's review.
- Local Green Spaces designated through made neighbourhood plans form part of the statutory development plan and have already been subject to the neighbourhood plan preparation, examination and making process. Parish and town councils are not being asked to renominate or reassess these sites through this consultation. As Plan Mid Devon progresses, existing Local Green Space designations will be taken into account alongside any emerging proposals through the normal plan-making process.
- Parish and town councils are being invited to nominate genuinely new Local Green Spaces that are not already designated through either the adopted Local Plan or a made neighbourhood plan.

The principal purpose of this consultation is therefore to identify any additional green areas that parish and town councils consider may meet the national requirements for designation as Local Green Space. For each new site proposed, the Council will require a clearly defined boundary map, information about the site and its ownership, and sufficient evidence to demonstrate why the particular space is close to the community it serves, demonstrably special and of particular local significance, local in character and not an extensive tract of land.

The submission of a site does not mean that it will automatically be designated. The Council will assess all nominations consistently against the National Planning Policy Framework, Planning Practice Guidance, the emerging spatial strategy for Plan Mid Devon and other relevant planning evidence. Suitable sites may then be taken forward for consultation as proposed Local Green Space designations through the subsequent stages of preparing Plan Mid Devon.

Following this consultation, the Council will assess the nominated sites against the requirements of national planning policy and guidance. The detailed assessment methodology and the findings for individual sites will be set out in a Local Green Space Topic Paper forming part of the evidence supporting Plan Mid Devon.

2. National policy context

2.1 National Planning Policy Framework

The National Planning Policy Framework (NPPF) published on 17 August 2026 replaces the December 2024 Framework. It distinguishes between plan-making policy and national decision-making policy. Local Green Space designation is addressed by plan-making policy HC2 and development affecting designated Local Green Space is addressed by national decision-making policy HC8.

Under policy HC2, Local Green Space designation should be limited to land that:

- is in close proximity to the community it serves;
- is demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value, tranquillity or richness of wildlife; and
- is local in character and is not an extensive tract of land.

Designation must also be consistent with the local planning of sustainable development and the provision of sufficient land for homes, jobs and other needs. It should occur when a plan is prepared or updated and should be capable of enduring beyond the end of the plan period.

2.2 Planning Practice Guidance

The Government's Planning Practice Guidance explains how the national tests should be applied. Its main practical points are:

- designation should not undermine the identification of sufficient suitable land to meet development needs;
- designation will rarely be appropriate where land has an implementable planning permission, although this is not an absolute prohibition;
- where land already has another designation, the additional local benefit of Local Green Space designation should be demonstrated;
- there is no fixed maximum or minimum size, but blanket designation of open countryside or a 'back door' Green Belt is inappropriate;
- public access is not essential: land may be valued for wildlife, history or beauty even where access is restricted;
- a public right of way alone does not justify designation of a linear corridor;
- land may be privately owned, but landowners should be contacted at an early stage; and
- designation does not transfer ownership or management responsibility and does not itself create public access rights.

3. Current development-plan position

The statutory development plan currently includes the adopted Mid Devon Local Plan 2013–2033 and five made neighbourhood plans. Local Green Spaces already designated through made neighbourhood plans are not the subject of this call for nominations. These existing designations will be taken into account through the preparation of Plan Mid Devon and do not need to be submitted again at this stage.

Source	Current position	Treatment in this exercise
Adopted Mid Devon Local Plan	Policy DM24 identifies seven Local Green Spaces.	The Council will review whether these should be carried forward into Plan Mid Devon, including their boundaries and continuing justification.
Made neighbourhood plans	Cullompton, Silverton, Tiverton and Willand designate Local Green Spaces. Crediton does not designate any.	Local Green Spaces identified through made neighbourhood plans will be taken into account in preparing Plan Mid Devon and do not need to be put forward again through this consultation.
New nominations	No development-plan status unless and until included in an adopted or made plan.	The Council will assess nominations and decide which, if any, should be proposed in Plan Mid Devon.

4. How this work will feed into Plan Mid Devon

This consultation provides parish and town councils with an opportunity to identify green spaces that are particularly important to their communities and may merit consideration as Local Green Space. The Council will subsequently assess the nominated sites against national planning policy and guidance, with suitable sites considered through the preparation and consultation of Plan Mid Devon.

5. Data Management

The data collected in this form is used only for its intended purpose, or in pursuance of any other legitimate interest held by the Council, and is held in accordance with the Council's Records Management Policy. Your personal information may also be processed to facilitate the provision of services in respect of any of the Council's activities or for the prevention and detection of crime and fraud. Under the UK General Data Protection Regulation 2016 & Data Protection Act 2018, Mid Devon District Council is the Data Controller for the information you have given us. For more information, visit our Website.

New Local Green Space nomination form

Instructions

Use one form for each site. Attach a boundary map and supporting evidence. Do not use this form for a site already designated as Local Green Space through the adopted Mid Devon Local Plan or a made neighbourhood plan.

A. Nominator details

Parish / town council:

Lead contact name and role:

Email and telephone:

B. Site identification

Proposed name of Local Green Space:

Address or location:

Approximate area (hectares, if known):

Brief description of the land, its boundaries and current use:

Boundary map attached: ☐ Yes ☐ No

Please identify any part of the nomination that includes buildings or developed land and explain why it forms an integral part of the green area:

C. Ownership and management

Owner's name and contact details (if known):

Is the parish/town council the owner? ☐ Yes ☐ No ☐ Partly

Has the owner been informed of the nomination? ☐ Yes ☐ No ☐ Not known

Please summarise any owner comments or attach correspondence:

Who currently manages or maintains the site?

D. Community and proximity

Which community does the site serve?

How is the site close to that community? Include approximate distance, physical relationship and walking access where relevant:

How and by whom is the site used or experienced? State whether access is public, restricted or absent:

E. Why the site is demonstrably special

Complete every relevant category. A site need not satisfy all categories, but evidence must demonstrate at least one form of particular local significance.

Beauty:

Describe the site-specific visual or landscape qualities and provide photographs, assessments or community evidence where available.

Historic significance:

Explain the association with local history, heritage assets, events, traditions or archaeology and identify sources.

Recreational value:

Describe the activities, frequency and range of users, facilities and community role. Public access should be evidenced where relied upon.

Tranquillity:

Explain why the site is experienced as tranquil, considering noise, movement, enclosure, setting and community evidence.

Richness of wildlife:

Identify habitats, species, ecological records, surveys or knowledgeable sources. Avoid unsupported general statements.

Other reason:

Explain any other site-specific local significance not captured above.

F. Local character and scale

Why is the site local in character? Explain its relationship to the settlement, neighbourhood and surrounding landscape:

Why is the proposed boundary focused and not an extensive tract of land or blanket countryside designation?

G. Planning and other designations

Is the land affected by a planning permission? ☐ Yes ☐ No ☐ Not known

If yes, provide the application reference and explain the status and compatibility with the proposed designation:

Is the land allocated, proposed for allocation, submitted through a call for sites, or required for infrastructure? ☐ Yes ☐ No ☐ Not known

If yes, provide details:

H. Evidence and submission details

List all documents, photographs, survey results, records or other evidence attached:

Checklist

- ☐ One form completed for this site
- ☐ Clear boundary map attached
- ☐ Ownership information supplied where known
- ☐ Evidence provided against all relevant Local Green Space tests
- ☐ Site-specific community evidence attached
- ☐ Planning status and other designations checked

Name:

Position:

Date:



CREDITON TOWN COUNCIL

Crediton Tree Warden Network Report

Report by: Deputy Clerk
To: Community Committee
Date: For consideration on 27 October 2026

Recommendation

The Community Committee is recommended to consider the proposal within this report.

1. Purpose

- 1.1 This report provides an update on the Tree Warden Network initiative being explored in Crediton.

2. Background

- 2.1 In 2024, Mid Devon District Council (MDDC) joined the Tree Council, following a meeting with Crediton Town Council (CTC) and a local resident who was keen on creating a network of Tree Wardens in Crediton and surrounding parishes.
- 2.2 Individuals within Mid Devon are currently able to sign up as Tree Wardens and applications are sent to MDDC.
- 2.3 Various tree-spotting walks have been held over the last 2 years in Crediton to encourage residents to join in, talk about trees and spread the word about the tree warden scheme.
- 2.4 On Sunday, 29 November, the Tree Council will be visiting Crediton as part of an official launch event they offer. This event is aimed at engaging with the community, explaining what the Tree Council does, what Tree Wardens do, and how residents can get involved in the scheme.
- 2.5 Tree Council membership sits with MDDC along with the Tree Warden application forms currently, however CTC can support the project by facilitating the administration of application forms and volunteers within Crediton.

3. Recommendation

- 3.1 To support the creation of a Crediton Tree Warden Network, with CTC facilitating the administration of the scheme within Crediton and regularly reporting back to MDDC.

4. Financial Implications

- 4.1 There are no specific cost implications. The administration will require a small amount of staff time in keeping volunteer logs up-to-date and publicising events.

5. Conclusion

- 5.1. The Community Committee is recommended to consider the proposal within this report.

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From: [REDACTED]
Sent: 18 September 2026 14:08
To: Reception <reception@crediton.gov.uk>
Subject: Message for all Crediton Town Councillors

Hello

Can you please forward the following to all the Town Councillors. You can include my email address and I am happy for them to message me.

[REDACTED]

Following the pruning of the Weeping Ash (scientific name *Fraxinus excelsior* 'Pendula') in East Street, Crediton that went beyond the notified pruning level in the application to Mid Devon District Council, will Crediton Town Council support the application for a Tree Preservation Order for the tree?

In August 2025 the tree, located in part of the Haywards complex and fully visible from the highway, was defoliated by the removal of all branches containing leaves when the notification to prune this tree in a Conservation Area was "Notification of intention to crown thin and cut back minor branches of 1 weeping Ash in a Conservation Area".

Mid Devon District Council have decided not to take any enforcement measures against the owner or the contractor despite the disfigurement of the tree. They have disregarded a complaint that was made and took nearly a year to make that decision.

The tree is clearly visible in Edwardian postcards of East Street as a landmark tree. It has been reduced to a skeleton. Although the tree has made new growth in the latter part of the summer of 2026 the tree is a shadow of what it was and will take many years to recover its previous form.

As the owner has demonstrated that the tree is at continued risk of further disfigurement and damage that could result in infection by disease pathogens, which risks the loss of the tree, statutory protection in the form of a Tree Preservation Order is the only way forward.

[REDACTED]

OND Amenity Horticulture
BSc Environmental Science



CREDITON TOWN COUNCIL

Town Square Benches Report

Report by: Deputy Clerk
To: Community Committee
Date: For consideration on 27 October 2026

Recommendation

The Community Committee is recommended to note the contents of this report.

1. Purpose

- 1.1 This report provides an update on sanding and treating the wooden benches on the Square.

2. Background

- 2.1 At the Community Committee meeting held on 7 July 2026 it was agreed to sand and treat the 13 wooden benches in the Autumn, at a total cost of £780.
- 2.2 The benches were cleaned late September and were still in frequent use at the beginning of October. A request was sent to the contractors for the benches be taken away later in October. We were advised that due to the Christmas tree business that the contractors also run, they no longer had capacity to carry this out in October as originally planned.
- 2.3 The contractor has suggested postponing the works until February.

3. Recommendation

- 3.1 To note that the wooden benches on the Town Square will be taken to be sanded and treated in February 2027.

4. Financial Implications

- 4.1 There are no additional cost implications.

5. Conclusion

- 5.1. The Community Committee is recommended to note the contents of this report.