



Credition Town Council



Minutes of the Meeting of the General Purposes Committee held on 7 February 2006

Present:

Councillors

Miss J Harris (Chairman)
Mr R Edwards
Mr W Brown
Mr J Downes
Mr R Adams
Mr C Haydon
Mrs J Pitts
Mrs E Brown
Mr P Taylor (Part Meeting)

In Attendance:

Councillor
Assistant Clerk

Mr N Way (Part Meeting)
Mr P Dunn
Press

117. Apologies

None.

118. Declarations of Interest

Prejudicial	Councillor Pitts	Minute 121 d – Somerfields meeting report.
Personal	Councillor Harris	Minute 124 - High Street Traffic Management Proposals.
Personal	Councillor Adams	Minute 124 – High Street Traffic Management Proposal 2.
Personal	Councillor Pitts	Minute 124 – High Street Traffic Management Proposal 2.
Personal	Councillor Taylor	Minute 124 – High Street Traffic Management Proposal 2.
Personal	Councillor Way	Minute 124 – High Street Traffic Management Proposal 2.
Prejudicial	Councillor Adams	Minute 124 – High Street Parking charges Proposal 10 & 11.
Prejudicial	Councillor Pitts	Minute 124 – High Street Parking charges Proposal 10 & 11.
Prejudicial	Council Adams	Minute 125.
Code of Conduct	Councillor Haydon	As a member of more than one authority, declared 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.

119. Chairman’s Announcements

None.

120. Public Question Time

None.

GENERAL PURPOSES (*items for discussion and determination*)

121. Planning

a) *Planning Decisions and Applications*

Councillor Taylor arrived at the start of this agenda item.

Decisions notified by the planning authority are appended.

b) *Planning Applications*

Comments made in respect of planning applications considered at this meeting are appended.

c) *Planning Applications for week ending 7 February*

As above.

d) *Somerfields Meeting*

A report of the meeting of the 31 January was tabled. The report was considered an accurate reflection of the meeting subject to the addition of Councillor Haydon's Code of Conduct personal interest declaration as a member of another authority. There was no discussion on the matter.

The Council Chairman thanked Councillor Brown for preparing the report, Councillor Adams stated for the record that it was his opinion that there was no need to declare any interests at the meeting given it was a briefing and no deliberations or decisions took place.

122. Allotments

a) *Barnfield Health and Safety Issue*

It was agreed to the removal of the barbed wire raised on the recent risk assessment. It was agreed to plant hawthorn bushes along the boundary.

It was explained the work resulting from the Property Inspection / Risk Assessment had been brought before the Finance Committee and funding allocations made which were approved by the January Council meeting. The Committee Chairman requested all councillors to inspect the railings / barbed wire on the northern boundary of Peoples Park with a view to making a decision on any desired action.

b) *Matter raised by tenants*

None.

c) *Tenancy Agreement*

Following the Town Clerk's attendance on an allotments seminar, the tenancy agreement had been reviewed with proposed changes submitted for approval.

The proposed changes were approved with the following exceptions:-

- Review of the phrasing of clause 2f – provision of public liability insurance by tenants.
- Removal of proposed clause 5s - to prevent the use of carpet for mulching.
- Inclusion of a general disclaimer to be drafted by Councillor Taylor.

Changes included in revised tenancy agreement appended.

AGENDA ITEMS (*items for discussion and recommendation*)

123. Market & Coastal Towns Initiative

The Council Chairman reported a final meeting of the committee would be held to formally close down the exercise with a proviso that in the event future funding was forthcoming it could be resurrected.

124. Air Quality Management Area

The consultation document was reviewed which resulted in the compilation of a corporate response from the committee to be ratified by the council. A report of the process and resultant decisions are appended to these minutes.

125. Bandstand Chairs

Councillor Adams left the chamber for this item having declared a prejudicial interest.

It was recommended the chairs should be sold.

Councillor Adams returned.

126. CORRESPONDENCE RECEIVED

1. Upper Deck Update from Restoration Group.
2. Chamber of Commerce – Meeting Dates/Events for 2006.

3. Postcomm – Response to Town Council's complaints regarding rescheduling of last collection times. *The clerk was requested to agenda this item once a reply was received from Royal Mail.*
4. Copy of letter of Objection to Upauper development proposal addressed to the Planning Authority.
5. MDDC – Ensuring a Patient Led NHS – Consultation on the proposals for restructuring of the PCTs in Devon – event dates DA PC – Vacancy for the post of Treasurer.
6. MDDC – Open space Strategy – notification of District's intent to carry out a survey of all open space.
7. Landscore Primary School Community Play Space Consultation 15/2 13:30.
8. NALC/SLCC – Revised Rates 2006.
9. DA PC – Website members info.
10. MDDC – Funding Bricks – Parks & People Grant Applications from Big Lottery & Heritage Lottery, £250,000 to £5million.
11. Crediton Courier – Best Local Food Awards – Support request for Local Food Producers.
12. Data Protection – Confirmation of Renewal.

BUSINESS BROUGHT FORWARD

127. Memorial Seat

A revised verbal quotation had been received from the contractor supplying the seat, resulting in a shortfall in funding of £195. A decision was needed urgently in order to progress fabrication along with other seating for the new Town Square.
Councillor Way left.

The committee formed the view that the clerk should progress the works.

128. Link Road

The Council Chairman expressed concern that the Town Council had not been included in the recent meeting with the County Council Leader in Crediton to review the traffic situation, reported in the press.

129. Annual Award

An agenda item under Part II was requested.

130. Meeting dates for 2006/07

A request to holding meetings on 2nd and 4th Tuesdays was requested when the calendar was being compiled.

Meeting closed at 9.30pm

Signed:

(J Harris – Chairman)

Date:

Planning Decisions Reported

Application Granted 05/02467/FULL - J & P Pickett 6 Alexandra Close Crediton Devon EX17 2DY - Change of use from office to residential - 10 St Lawrence's Green Crediton Devon EX17 3LH

Application Granted 05/02574/FULL - Mrs L Andrews Mount Penny Hookway Crediton EX17 3PU - Installation of 4 no. additional floodlights to training pitch - Crediton Rugby Club Exhibition Road Crediton Devon EX17 1EP

Application Granted 05/02603/FULL - Mr & Mrs Stoye C/O Nigel Cant 16 Long Street Dursley Glos GL11 4HY - Conversion of agricultural building into 1 no. dwelling and formation of associated access - Stones Park Westwood Road Crediton Devon EX17 3LR

Application Granted 05/02634/LBC - Mr E A J Rennie 9 Park Street Crediton EX17 3HL – Retrospective Listed Building Consent for internal alterations - 9 Park Street Crediton Devon EX17 3HL

Planning Applications Responses

Application No	Applicant	Agent	Location	Proposal	Officer
05/02687/FULL	Universal Office Supplies (UK) Ltd Marsh Road Lords Meadow Industrial Estate Crediton EX17 1EU		Universal Office Supplies (UK) Ltd Marsh Road Lords Meadow Industrial Estate Crediton Devon EX17 1EU	Use of land for the siting of 2-storey portacabins and parking area	Mr Delwyn Matthews

APPROVED -

05/02801/FULL	Mr & Mrs Mitchell 56 East Street Crediton EX17 3BA		56 East Street Crediton Devon EX17 3BA	Conversion of garage to 2 no. apartments	Miss Amy Taylor
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OBJECTION - Following a site visit report by Councillors Edwards, Harris and Downes, councillors were minded to approve some form of development on the site. However, on reviewing the current proposals for the site, they appeared ill-conceived. For example the current scheme provides no access to the applicants own rear garden.

06/00088/CAT	Mr & Mrs P Hammett 18 Walnut Drive Crediton Devon EX17 1JB	18 Walnut Drive Crediton Devon EX17 1JB	Notification of intention to prune trees in Conservation Area	Miss Amy Taylor
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NO OBJECTIONS - Subject to the pruning being restricted so that the overall appearance is not adversely impacted. Councillors suggested an arboriculturalist was desirable.

06/00128/FULL	Mr P Bevan 15 Barnfield Crediton EX17 3HT	15 Barnfield Crediton Devon EX17 3HT	Erection of conservatory to rear	Miss Amy Taylor
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APPROVED -

06/00145/FULL	Dr Westwood & Partners New combes Surgery Clifford Gardens Crediton EX17 2AR	Chalice Architects Ltd 2 Vicarage Road Sidmouth EX10 8TS	New combes Surgery Clifford Gardens Crediton EX17 2AR	Erection of a single storey extension to doctors' surgery	Miss Amy Taylor
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APPROVED -

06/00166/FULL	Ms D Heggadon C/o Keith Mortimer Upper Park 2 Searle Street Crediton EX17 2AT	Crediton Inn Mill Street Crediton Devon EX17 1EZ	Internal alterations to provide self-contained staircase to first floor and insertion of additional doorway	Ms Marie Stainwright
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APPROVED -

06/00176/FULL	Mr & Mrs J Salter Churston Church Lane Crediton EX17 2AH	Churston Church Lane Crediton EX17 2AH	Erection of single storey extension	Miss Amy Taylor
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APPROVED -

06/00188/CAT

V Hollow ay
Credton Church
Corporation
Boniface Centre
Church Lane
Credton
Devon
EX17 2AH

Holy Cross
Church
East Street
Credton
Devon
EX17 2AH

Notification of intention to
reduce 2 no Lime trees
and remove dead branch
on 1 no Cyress within a
conservation area

Miss Amy
Taylor

DEFERRED - Site visit. Councillors suggested an arboriculturalist was desirable.



ALLOTMENT TENANCY AGREEMENT

This is an agreement between **Crediton Town Council** and **The Tenant**,

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The Council agrees to let and the Tenant agrees to hire, as a yearly Tenant from **dd mmm yyyy**:

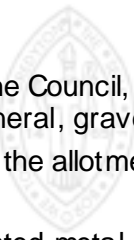
Allotment Number:

Allotment Site:

Allotment Size:

Commencing Yearly Allotment Rent:

1. The Yearly Allotment Rent will be subject to annual review by the Council.
2. The Tenancy is subject to the following conditions:
 - a. The rent will be paid in advance on 1 April each year.
 - b. The allotment garden* will be used as an allotment garden and for no other purpose without the prior consent, in writing, of the Council.
 - c. No tenant will have the right to more than one allotment. If a tenant is permitted to have more than one allotment, the Council may give 12 months notice if the allotment is required for a new tenant.
 - d. The tenant must reside within one mile of the outer boundary of the allotment authority (Crediton Town Council). If a tenant is permitted to reside outside this boundary, the Council may give 12 months notice if the allotment is required for a new tenant who lives within the boundary.
 - e. The Tenancy will end on the death of the tenant. The tenant's surviving family may continue with the tenancy, with the consent of the Council and on the signing a new allotment agreement.
 - f. The tenant is responsible for the provision of adequate and appropriate public liability insurance in respect of their personal liabilities associated with operating the allotment garden.
 - g. The Council shall accept no liability in respect of any claim whatsoever arising from personal injury to the tenant or any third party and the tenant agrees to indemnify the Council in respect of any such claim made against it.
 - h. The Council shall accept no liability to the tenant in respect of any damage to the allotment or theft of any item or structure placed on the allotment.
3. The Tenancy can be terminated by the Council, giving one month's notice, if:
 - a. the rent is in arrears for 40 days or more, whether legally demanded or not.
 - b. after 3 months tenancy, the allotment is not clean and in a good state of cultivation.
 - c. the tenant has failed to comply, within a reasonable time, with a notice requiring the tenant to remedy any failure to observe the conditions of this agreement.
4. The Tenancy can also be terminated by:
 - a. the Council, giving 12 months notice before 1 April or after 29 September, in any year.
 - b. the Council, giving 3 months notice in writing, at any time, if the allotment or any part of the allotment, is required for building works, repairs or improvements. This will include any appropriations associated with statutory obligations placed on the Council by other agencies.
 - c. the Tenant, giving 12 months notice, at any time.
5. The Tenant will:
 - a. keep the allotment clean and in a good state of cultivation and fertility.
 - b. not cause any nuisance or annoyance to any other tenant.
 - c. not obstruct or encroach upon any path set out by the Council for the use of other tenants.
 - d. not sub-let or assign, to another person, any part of the allotment.



- e. not, without the written consent of the Council, cut or prune any trees (except permitted fruit trees – see below), or take or sell any mineral, gravel or clay.
 - f. keep every hedge that forms part of the allotment properly cut and trimmed.
 - g. keep all ditches properly cleansed.
 - h. not use any barbed wire or corrugated metal sheeting or any other sharp materials for a fence adjoining any path set out by the Council for the use of other tenants.
 - i. keep all paths clean and free from weeds, with a minimum width of 40cm (16 inches).
 - j. not erect any building or structure without the approval of the Council. If consent is given, the maximum size will be 2.5m by 1.8m (8 feet by 6 feet), constructed of wood and kept securely locked.
 - k. not plant any fruit trees without the approval of the Council. If consent is given, the maximum height of the trees should be 3 metres, all tree branches must remain within the boundary of the host allotment and should not obstruct any pathways.
 - l. not place on the allotment any refuse or decaying matter (except reasonable quantities of manure and compost – which must be kept within the confines of a tenants allotment).
 - m. not place any matter in the hedges, ditches or dykes or on any adjoining land.
 - n. ensure that any dog brought into the allotment is securely held on a leash and any fouling is removed.
 - o. not keep any animals or livestock of any kind on the allotment.
 - p. not erect any notice or advertisement on the allotment.
 - q. notify the Council of any change of address.
 - r. observe and perform any other special conditions, which the Council considers necessary to preserve the allotment from deterioration.
 - s. will ensure all pesticides are stored in compliance with COPRA (1997) regulations, secured in locked sheds.
 - t. when using sprays or fertilisers take all reasonable care not to adversely affect members of the public, wildlife (other than vermin or pests), neighbouring plots and boundaries.
 - u. will not store any combustible fuels.
 - v. will ensure all water receptacles are stable, not sunken and have secure covers.
 - w. all sheds are maintained in a reasonable safe condition.
 - x. on termination of this agreement, the tenant will make arrangements for the removal of all personal property within 28 days.
6. Any officer or member of the Council will be entitled, at any time, to enter and inspect the allotment.
7. The Clerk or Assistant Clerk may sign any notice or agreement required to be given to the Tenant.
8. This agreement replaces all previous allotment agreements, if any exist, between the Council and the Tenant.

Signed Date:

(Clerk/Assistant Clerk to the Council)

Signed Date:

(Tenant)

* An allotment garden means an allotment not exceeding a quarter acre, which is wholly or mainly occupied and cultivated by the tenant for the production of vegetable or fruit crops, other than apples, pears and plums, for the consumption by the tenant or the tenant's family, and flowers, provided these are not grown for commercial purposes.

Crediton Town Council AQMA Consultation Corporate Response

Proposal 1: Link Road into Lords Meadow Industrial Estate:

Strongly Agree.

There also needs to be improvements to the existing roads to the North of the town to allow through traffic to be diverted from the High Street. This is considered the only realistic answer to Crediton's air quality problems. Most of the following proposals will have minimal effect.

Proposal 2: Traffic Management in the High Street:

Part(i)

Strongly Disagree: Bus Lay-By on St Lawrence Green - Too much of St Lawrence Green is already encroached on and opinion was that the impact on air quality of this measure would be minimal.

Strongly Disagree: Loading Bay opposite St Lawrence Green.

Agree: Bus Stop opposite St Lawrence Green – Where possible existing single yellow line restrictions should be maintained.

Agree: Bus Lay-by War Memorial - Councillors Adams and Pitts abstained from vote.

Parts(ii-iv)

Strongly Disagree: Councillors Adams and Pitts abstained from vote.

Crediton currently does not have sufficient parking; a new traffic order has recently been introduced and should be robustly enforced to prevent double parking which results in traffic hold-ups thus impacting air quality. It is unacceptable to place any more restrictions on the High Street.

An amendment from Council Walter Brown, to the proposal relating to part iii (extension of loading bays), restricting the times for loading to 7am-10am with general limited free parking outside these hours was not seconded and the motion failed.

General

For road safety reasons a 20mph limit was approved - Councillors Adams and Pitts abstained from vote.

Proposal 3: Extended Town Bus Service:

Strongly Agree.

Proposal 4: Reduction in emissions from School Buses:

Agree: Councillor Pitts abstained from vote.

Proposal 5: A single site for Queen Elizabeth Community College (QECC):

No Comment – Councillor Pitts abstained from vote.

Provided appropriate infrastructure is put in place, it is considered that a single site school, **where ever sited** would result in reduction of school bus emissions, thus improving air quality.

Proposal 6: Roadside emissions testing for commercial vehicles:

Agree

Proposal 7: Roadside emissions testing for all vehicles:

Disagree – the current regulations implemented through the MOT procedures were considered adequate.

Proposal 8: Requirements for stationary vehicles to switch off engines:

Disagree.

Proposal 9: Secure, designated cycle parking facilities:

Disagree.

Existing facilities are rarely used. The topography of Crediton does not encourage cycling.

Proposal 10: High Street parking charges:

Councillors Adams and Pitts left the chamber for this item, taking no part.

Strongly Disagree.

This would have a destructive impact on trade in the town.

Proposal 11: Parking charges in Crediton Pay and Display car parks:

Councillors Adams and Pitts left the chamber for this item, taking no part.

Strongly Agree.

There is already an MDDC initiative to explore introduction of medium stay parking charges once the Town Square development and associated on street parking has established itself, therefore no separate review is required.

Proposal 12: Crediton Smoke Control Area:

Disagree.

It was considered this would have a significant financial impact on many residents who could least afford it, for minimal impact on air quality.

Proposal 13: Home heating and energy efficiency grants :

Agree.

Proposal 14: Voluntary vehicle emissions testing:

Strongly Disagree.

This is considered disproportionate to the likely benefits, given vehicles are already subject to regulation through the annual MOT system.