



Crediton Town Council



Minutes of the Meeting of the Finance & General Purposes Committee
held at on Tuesday 6 November 2012 in the Council Chamber

Present:	Councillors	Miss J Harris (Chairman) Mr F Letch Mr R Adams* Mrs L Brookes-Hocking Mr W Dixon
In Attendance:	Clerk	Mrs J Morris
	Public	2 Representative of the Boniface Allotments Association*
	Press	1

*In attendance for part only of the meeting

AGENDA ITEMS

80 To receive apologies

Apologies were received and accepted from Councillor Conyngham (personal), Councillor Ford (personal), Councillor Szabo (personal) and Councillor Way (personal)

81 Declarations of Interest

None

82 Meeting Management

None

83 Public Question Time

None

NOTE: Councillor Letch declared a personal interest in respect of the following item as his wife is a volunteer in one of the "charity shops" in Crediton town centre.

84 Chairman's & Clerk's Announcements

Councillor Letch reported that the Council's stock of Christmas cards has run out and he would like the Council to buy this years' cards from one of the "charity shops" in the town centre. He thought the council would need about 30 cards.

RESOLVED: That the Council purchases its 2012 Christmas cards from one of the "charity shops" in Crediton Town Centre (proposed Councillor Letch, seconded Councillor Dixon).

85 Town Council Minutes

The minutes of the Finance and General Purposes Committee meeting held on 9 October 2012 were received and approved as a correct record, (proposed, Councillor Letch, seconded Councillor Brookes-Hocking).

Councillor Adams joined the meeting

86 Matters Arising

a) Flag Pole

DRAFT

In response to a question Councillor Letch reported that he had spoken to a representative of the British Legion to confirm that, if the British Legion wished to erect a Union flag on the council's flag pole for a special event, they could liaise with the council office to organise this.

87 Allotments

a) To receive an update from the Clerk on current issues

The Clerk confirmed that a ditch on the Exhibition Road site had been cleared to help resolve the problem of allotment flooding experienced by a few of the tenants.

b) To consider issues raised by tenants and Boniface Allotment Association

The Chairman of the Allotment Association thanked the Council for clearing the ditch so quickly. However, although this action has helped to alleviate the problem it has not solved it. A report, outlining the problem was circulated to all members present and appended. Councillor Dixon thanked the writer for drafting a very straight forward document.

The Allotment Association intend to remove a fallen tree to try and get a better look at the problem. It was agreed to wait until the tree had been removed and then make a decision about any future action needed.

The Allotment Association Chairman thanked the two members of the Council that had attended the Association's AGM and reported that clearance of the final plot will be completed shortly.

The two Allotment Association representatives left the meeting

88 Planning

a) Planning Decisions

Noted. Decisions notified by the Local Planning Authority are appended

b) Planning Applications

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

89 Finance

a) To approve the schedule of accounts.

RESOLVED: That the Schedule of Accounts and payment of cheque numbers 3574 to 3582 totalling £15367.93 is approved (proposed Councillor Brookes-Hocking, seconded Councillor Adams).

90 Tarka Line Walks

A book of 60 walks from the 13 stations along the Tarka Line is to be published on 1st April 2013. Discussion ensued about the benefits of taking out an advert in the booklet to encourage walkers to come into Crediton town centre and use shops and businesses.

RESOLVED: That the Council purchases a half-page advertisement in the Tarka Line Walks book at a cost of £500 to promote the town centre and encourage walkers to come into Crediton town centre. Money to come from the economic development budget (proposed Councillor Brookes-Hocking, seconded Councillor Letch).

NOTE: Councillor Brookes-Hocking and Councillor Dixon agreed to draft an appropriate advertisement.

DRAFT

91 Peoples Park & Scout Memorial Garden project

Copies of an update report from the Project Manager were tabled for all members present to read. Members requested that, in future, a financial update is included with the report.

92 Town Guide Update

Councillor Brookes-Hocking reported that the guide is ready for publication and will soon be delivered to households in the local area.

NOTE: Discussion included reference to the Council's newsletter and it was agreed that it should be included as a budget item.

93 Western Power Distribution (WPD) Workshop on their future investment priorities for 2015 and beyond

Councillor Letch agreed to attend the WPD Workshop on behalf of the Council and asked members to contact him with any ideas they would like him to put forward at the meeting.

94 Public Question Time form

It was explained that the form would be used as a means of obtaining the contact details of any member of the public wishing to ask a question at a meeting. This will enable the Council to respond to any questions it is unable to answer at the meeting and also provide the questioner with any updates or progress made with regard to the matter they have raised. It was confirmed that members of the public will not be obliged to complete the form.

RESOLVED: That the draft Public Question Time form is approved for use at meetings of the Council and its committees (form appended).

95 Grants Sub-committee

It was agreed that the next meeting of the Grants Sub-committee will be held on Thursday 22nd November at 7pm in the Council Chamber. Concern raised about payment of grants prior to Christmas and it was agreed to include an item on the agenda for the next meeting of the full Council on 20th November 2012 to consider giving the committee delegated powers to approve any grant applications within the 2012/13 budget.

96 Correspondence received and Items of Information

Correspondence

1. Lord Meadow Users Group: Email, notes on points raised re Crediton Sports Hall
2. Plantscape: Letter, 2013 Floral Display quotation: *Councillor Letch offered to look for sponsorship, Clerk to find out order deadline*
3. NHS Blood & Transplant: Letter and poster, Blood donor session
4. National Probation Service: Letter, Various projects undertaken, from groundwork to building work, for charitable and non-profit making organisations, *Councillor Letch offered to investigate opportunities to use this service, it was suggested that an item is included in the Council's next newsletter*
5. Mrs Birchall; Thank you for the £1 parking in St Saviour Way car park
6. Mid Devon Community Safety Partnership, Creedy Local Action Group: Email, Minutes of meeting held on 11 September
7. Sandford Parish Council: Letter, Support for Crediton 2013 Festival TAP Funding (*forwarded to MDDC Grants Officer*)
8. John Widger: Various documents relating to complaint to MDDC about the designation and signage of loading/unloading bays, *agenda item for next Town Council meeting*

DRAFT

9. Mrs Rimmer: Letter and response, concerns about the fair distribution of Buller Square fire fund
10. MDDC: Letter, Electoral Register 2012/13 (*redacted*)
11. MDDC: Letter, Mid Devon Local Plan Part 3 acknowledgement of submission
12. Cllr Mike Szabo: Postcard, having a good time in USA

Information

1. Mid Devon District Council: Press releases:
 - a) Council meetings from 29 October
 - b) Great result for Mid Devon Team
2. Involve: Newsletter
3. Clerks & Councils Direct: Newsletter
4. Sustainable Crediton: Newsletter
5. Devon Association of Local Councils: Newsletter – part 2 *Agenda item for next Town Council meeting (dispensations)*
6. Bill Jarman: The Life of St Boniface (*for information of Chairman*)

Business brought forward

97 Meeting with DCC with regard to ongoing traffic issues

Councillor Brookes-Hocking reported that a meeting will be held on 27th November

98 Police & Crime Commissioner elections: 15th November 2012

Concerns raised about the lack of information

Following discussion it was agreed that the next section of the meeting is dealt with as Part II business and members of the press and public are requested to leave at this point in the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, in order to discuss confidential matters relating to the engagement, terms of service or conduct of staff.

PART II: PRIVATE AND CONFIDENTIAL

- 99 Admin and Personnel:** Update report: The Council Chairman provided an update on the current situation with regard to an on-going staffing matter.

The meeting closed at approximately 20:35

Signed:

(Chairman)

Date:

Drainage at Exhibition Road

RECEIVED

11 6 NOV 2012

The problem and current situation

Last winter and earlier this year, water flooded a number plots and sheds at the lower end of the site, in some cases knee deep, and for long periods of time. The cutting back of brambles and other clearing work along the lower boundary hedge, recently undertaken by the Town Council, has resulted in a massive improvement. Water is now flowing much better, and also it has enabled us to see what the underlying issues are/may be. We will continue to monitor the situation.

Context/Background

Water discharged from a road drain in Exhibition Road flows along the South West boundary hedge of the Exhibition Road site (next to the rugby pitches) before turning to run along the lower South East boundary hedge ('bottom' boundary of the site) to exit/finish its flow just under halfway along it. The water runs in a pipe for approximately the first third of its journey down the SW side boundary and then continues in an open channel to the bottom corner of the site. It then turns to continue in an open channel just under halfway along the bottom (SE) boundary, before the water flow would appear to end.

The pipe and open channel along the SW side boundary are clear. However, the channel along the lower boundary has been heavily overgrown until recently and it is unclear whether it will now be able to handle the flow of water.

Issues still to be addressed

- The gradient along the 'bottom' boundary from the SW corner to the small 'bridge' by the gate into Willow Walk is quite flat, but probably sufficient for water to flow. Part of one bank of this channel has almost disappeared, and in two places it has been breached to allow floodwater to escape. Another section of the bank now has one side that is **'built' from sharp and protruding corrugated iron, which we consider to be dangerous**, and the channel needs to be straightened and dug a little wider in places. This side also now has a whole pile of debris on it.

Proposed action: The Association to contact the tenants of those plots and ask them if they would be willing to join in with a day of clearing the area some committee members have already agreed to help.

- The channel then runs for 1m through a 22cm diameter pipe under the bridge at the 'bottom gate'. From the bridge the channel then runs 4.1m and turns through a right angle to go under the hedge. This section of the channel is almost level, but someone has excavated the bottom of it in a mistaken attempt to improve the water flow. This has created a 'pool' section, which is made worse by a sill of earth at the right angled bend which prevents anything from flowing under the hedge until the overall water level is more or less overtopping the bank and thus flooding the

allotments.

Proposed action: - Association to fill-in the 'pool ' section and removal of 'sill' obstruction.

- Having turned through 90 degrees the channel goes into/under the hedge. On top of the hedge, it can be seen that at some stage a tree has fallen across above the mouth of the ditch and this makes it hard to see what is really happening at this point. We looked for an outlet for this pipe on Willow Walk, on the rugby pitches and on the brook by the Leisure Centre, but found none. At present it is therefore assumed that the water flow simply ends on the allotment site under the hedge. This suggests that the allotment site is effectively the drain for the surplus water from Exhibition Road.

Proposed action: At this stage to monitor the situation and investigate further if flooding persists, or to consider re-routing the surplus water.

November 2012

Crediton Town Council

PLANNING DECISIONS AND APPLICATIONS FOR THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING 6 NOVEMBER 2012

Planning Decisions – as notified by the Planning Authority:

DECISION	Type – Decision
	Reference: 12/01239/CAT Works to Trees in a Conservation Area
	Address: Penton House Old Tiverton Road Crediton Devon EX17 1EF
	Description: Notification of intention to carry out works to 1 Ash tree within a Conservation Area
	Decision: No Objection
Web link: 12/01239/CAT	
CTC Comments: NO OBJECTIONS – provided the proposal is supported by the tree officer or a suitably qualified arboriculturalist.	

DECISION	Type – Decision
	Reference: 12/01287/CAT Works to Trees in a Conservation Area, registered 06/09/2012
	Address: The Beeches Old Tiverton Road Crediton Devon EX17 1EF
	Description: Notification of intention to carry out works to 2 Yew trees within the Conservation Area
	Decision: No Objection
Web link: 12/01287/CAT	
CTC Comments: NO OBJECTIONS – provided the proposal is supported by the tree officer or a suitably qualified arboriculturalist.	

DECISION**Type – Decision**

Reference: **12/01271/FULL** Full planning application, registered 04/09/2012
Address: Land at NGR 284308 99430 (South Of Exeter Road) Station Approach Crediton Devon
Description: Variation of condition (12) of planning permission 09/01681/MFUL to amend floor levels of proposed dwellings
Decision: **Grant permission**

Web link: [12/01271/FULL](#)

CTC Comments: **NO OBJECTIONS** provided the Planning Officers are happy that there is no flood risk to the properties

Planning Applications**APPLICATION****Type – Application**

Reference: **12/01544/FULL** Development affecting public right of way.
Address: Land and Buildings at NGR 282652 100356 (Adjacent to 1 Lanscore Close), Lanscore Close, Crediton
Description: Erection of a single storey dwelling with associated access and parking area

Web link: [12/01544/FULL](#)

NO OBJECTIONS –

Crediton Town Council

**SCHEDULE OF ACCOUNTS
SUBMITTED TO A MEETING OF THE F & GP COMMITTEE
06 November 2012**

Cheque Number	Ref.	Comment	Amount	Amount
3574	MDDC	4563 Floral Crediton Annual Planting & Watering	LGA '72 S111	4,217.35
		4565 Payroll Oct.'12	LGA '72 S111	9,523.58
		4571 Nov.'12 IT Support	LGA '72 S111	216.00
				13,956.93
3575	Printed Paper Products	4564 Stationery	LGA '72 S111	17.88
3576	John Gillard Cleaning	4566 War Memorial Bus Stop Graffiti Removal	LGMPA '53 S4	30.00
3577	Concorde Copiers	4567 2* Toner Cartridges	LGA '72 S111	206.40
3578	Jo Macpherson	4568 Admin. Assistant Payroll	LGA '72 S111	45.00
3579	DCS	4569 General Stationery	LGA '72 S111	67.07
3580	Cllr F.Letch	4570 Postage Expenses	LGA '72 S111	4.65
3581	Mrs Judy Morris	4572 Contract Fees Oct.'12	LGA '72 S111	1,000.00
3582	Royal British Legion	4573 Poppy Day Appeal	LGA '72 S137	40.00
Total				15,367.93

Crediton Town Council

**BANK BALANCES SUBMITTED TO A MEETING OF THE F & GP COMMITTEE
06 November 2012
(As @ 1 November 2012)**

Lloyds Current		11,341.42
Precept Reserve		89,169.55
Reserves		42,567.35
Petty Cash		61.61
Income Petty Cash		51.13
Total	Crediton Town Council	143,191.06

Crediton Town Council

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**ASSETS & COMMITMENTS SUBMITTED TO A MEETING OF THE F & GP COMMITTEE
06 November 2012
(As @ 1 November 2012)**

Bank & Cash Holdings		143,191.06
VAT		15,544.40
Creditors (Suppliers & Liabilities)		-15,367.93
Debtors (Customers)		1,939.14
Total		145,306.67



Credition Town Council



PUBLIC QUESTION TIME

If you live or work in Credition you may ask questions relevant to the work of the Council at any of its public meetings.

30 minutes is set aside at the beginning of all Council meetings for this purpose and up to 3 minutes is allowed for each questioner.

You can use this opportunity to ask a question, state your case or present a petition. Alternatively you can make a written representation to the Town Clerk in advance of the meeting.

It may be possible to reply straight away. In the event that it is not immediately answered, the question will be recorded and the questioner contacted with an answer as soon as possible.

In order to be able to provide a written response to your question, we would be grateful if you would complete the form below:

Name:

Address:

Telephone No:

E-Mail Address:

Brief details of question: