



Credition Town Council



Minutes of the Meeting of the Finance & General Purposes Committee held on Tuesday 9 October 2012 at 7pm in the Council Chamber

Present:	Councillors	Miss J Harris (Chairman) Mr F Letch Mrs L Conyngham Mr M Szabo Mrs E Brookes-Hocking* Mr R Adams* Mrs G Ford
In Attendance:	Clerk	Mrs J Morris
	Public	1 (Allotment Association Representative)* 1 (People's Park Project Co-ordinator)* 5
	Press	1

*In attendance for part only of the meeting

AGENDA ITEMS *(for discussion and determination)*

54 Apologies

Apologies were received & accepted from Councillor Dixon (personal) and Councillor Way (personal).

55 Declarations of Interest

None

56 Meeting Management

It was agreed to bring forward the item relating to the Peoples Park & Scout Memorial Garden Project to before Item 8 (Allotments) to enable the Project Co-ordinator to leave once the item had been completed.

57 Public Question Time

Four members of the public expressed their concerns about the opposition to the proposed development of the main hall at the Lords Meadow Leisure Centre. They supported the proposals for a new gymnasium and other facilities as they felt it would attract new members.

Councillor Adams joined the meeting

The members of the public asked why the Council had voted against the proposal without putting forward any alternative ideas and expressed concern about the lack of any democratic collection of views. Discussion included concerns about the outdated 'hard' flooring which is unsuitable for some activities.

The Chairman thanked the members of the public for attending the meeting explaining that it was very helpful for the Council to understand people's views on different issues. It was

clarified that the Council had not objected to the development and shared their concerns about the lack of consultation. The Council had objected to a recent planning application as they felt it was premature until such time as a consultation process had taken place. It was suggested to the members of the public that they start a petition to demonstrate the amount of support there is for the development of the sports hall.

58 Chairman's & Clerk's Announcements

The Council Chairman informed members that he had had a very successful morning at the recent Farmers' Market where he had distributed about 60 council newsletters. He asked members if they could each distribute a few of the newsletters. He reported attendance at a meeting of the Festival on the Square Working Group. The Festival is due to take place between 1 June and 14 July 2013. The Working Group would like the Council's support for an application to Mid Devon District Council's Innovation Fund for funding towards the Arts Centre's Banner Project.

The Committee agreed to a letter being sent, on behalf of the Town Council, in support of the application. (Proposed Councillor Szabo, seconded Councillor Letch).

59 Finance & General Purposes Committee Minutes

The minutes of the General Purposes Committee meeting held on 10 July 2012 were received and approved as a correct record. (Proposed Councillor Letch, seconded Councillor Szabo).

60 Matters Arising

None

61 To consider any issues arising from the Peoples Park and Scout Memorial Gardens Project

The Project Co-ordinator reported on progress to-date. The plans are on display in a vacant High Street shop and in the library. Grant funding of £10k had been received from the National Lottery "Awards for All" scheme and two other funding bids had been submitted. Will also apply to "Fields in Trust" but there is a tight deadline for applications. As sufficient funding has been secured to complete Phase 3 of the project he would like to award the contract for the work to the company that submitted the lowest tender, as discussed at an extraordinary meeting of the Council on 4th September 2012. He felt that delaying for a further month would mean that weather conditions could create problems.

Discussion ensued with regard to using a coloured resin to enhance the tarmac, this would increase the cost by about £6k but make no difference to the durability of the surface. It was thought that attractive planting would add additional colour and it was agreed not to pursue the suggestion of using a coloured resin.

RESOLVED: That the Peoples Park & Scout Memorial Gardens Project Co-ordinator goes ahead and awards the contract for Phase 3 of the work to the company that submitted the lowest tender. (Proposed Councillor Letch, seconded Councillor Ford).

The Peoples Park and Scout Memorial Gardens Project Co-ordinator left the meeting

62. Allotments

- a) The Clerk reported that the majority of plot holders had been sent their annual invoice and payments were being received. Members were reminded that the Boniface Allotment Association AGM is on 10th October at 7pm in the Boniface Centre.
- b) The Allotment Association representative explained concerns about flooding which is becoming a big problem on the Exhibition Road site where some plots have been flooded 3 times this year. It was thought that a blockage needed attention. It was agreed that the Clerk would pursue this matter to try and get resolution to the

- problem.
- c) There were no other allotment tenants present.

The Allotment Association representative left the meeting.

Councillor Brookes-Hocking joined the meeting

62 Planning

- a) *Planning Decisions*
Noted. 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) *Supplementary Applications and Applications/Items for Determination week ending 9 October 2012*
None.
- d) *To receive and consider response to Mid Devon District Council consultation draft Local Plan Part 3 (LP3)*
It was agreed to defer this item until the next full council meeting to allow members more time to study the documents. Councillor Brookes-Hocking and Councillor Conyngham agreed to liaise and produce a list of the main points for discussion at the meeting.

63 Finance

The Schedule of Accounts

The Schedule of Accounts numbers 3558 to 3567 and two Direct Debits, Reference Numbers 4541 and 4556, totalling £14205.54, were approved. (Proposed Councillor Brookes-Hocking, seconded Councillor Conyngham).

In response to a query it was confirmed that cheque no. 3561 was for works to the allotment hedges.

64 To receive confirmation that no election has been requested for the two vacant council seats (Boniface Ward and Lawrence Ward) and approve filling those two vacant seats by co-option

The Clerk confirmed that no election had been requested and it was agreed that an advert is placed notifying people of the Council's intention to fill the two vacant seats by co-option. The final date for applications to be Thursday 15th November and applications will be considered at the Council meeting due to be held on 20th November 2012.

65 Council Policy Documents

It was agreed that the Council's Standing Orders and Public Question Time leaflet are amended to reflect the recently adopted changes to the Members Code of Conduct. A few minor alterations to the Public Question Time leaflet were also agreed to ensure that the contact information is up-to-date.

66 Mid Devon District Council Licencing

It was agreed that the Council responds stating that it has no objections to the Premises Licence application for 41 High Street, Crediton. (Proposed Councillor Adams, seconded Councillor Letch).

67 Town Guide

Councillor Brookes-Hocking updated members on recent amendments to the Guide, this includes a redesign of the front cover and changes to the contents page. The Chairman thanked Councillor Brookes-Hocking for all her hard work in preparing the Guide for publication.

68 Town Council Newsletter

Councillor Brookes-Hocking reported that the newsletter had been distributed at a recent Farmers' Market and confirmed that the next issue would be early in the new year.

69 Transport Poverty

Councillor Conyngham discussed issues contained in documents that had previously been circulated. The demand for an improved bus service between Crediton and Tiverton was discussed, this included whether it was possible to make better use of community transport services.

It was agreed that transport issues was something that should be considered thoroughly when responding to planning applications.

70 Correspondence Received and Items of Information

1. Mid Devon District Council: Letter, Community Infrastructure Levy (CIL) Examination to be held on 21st November in the Town Hall, Tiverton.
2. Mid Devon District Council: Letter, Changes to planning application consultation process with regard to certain types of proposal i.e. in certain cases such as wind turbines exceeding 10m in height adjacent parishes will also automatically be consulted.
3. Cullompton Town Council: Email, invitation to discuss the possibility of hosting a traditional German market for approximately one week in the run up to Christmas.
4. Big Lottery Fund: Letter, Confirmation of Awards for All grant for People's Park Easy Access project.
5. WWD Ltd. Letter, introduction and offer of services to help identify and better formalise community plans.
6. Looe Town Council: Email, looking for views on the impact the Tesco supermarket has made on Crediton.
7. Plot E10A: Letter, notification that current plot holder intends to give up the allotment.
8. Mid Devon District Council: Email: Street survey to be carried out in town centre, happy to share the data collected with the Town Council once it has been collated and analysed.
9. Devon County Council: Letter, Parish Paths Partnership (P3) Autumn workshops 2012 (Halberton, 24th October).
10. BlackRock: Remittance Advice.
11. Problem Checklist reported to Devon County Council: Street lights not working (Oakfield Road) and drain blocked (Exhibition Road).
12. Parish On-Line: Email, subscription now due.
13. Devon County Council: Letter & leaflets, holdings of the county archives to be combined with those of the Westcountry Studies Library to form Devon Heritage Services, collections to be housed at Great Moor House.
14. Hillbrow Residential Care Home: Letter, invitation to Mayor to attend Christmas "Open House" party.
15. Mid Devon District Council: Email, remittance advice second half yearly instalment of precept
16. People's Park Project architect: Letter, response to suggestion that path is made up of a base of recycled concrete with a top finish of quarry scalplings.
17. Chairman, Crediton Royal British Legion: Email, looking for volunteers to assist with traffic management for Remembrance Day parade
It was agreed that this item is placed on the agenda for the next full council meeting.
18. Mrs Rimmer: Letter, Crediton Support Fund query with regard to distribution of funding

19. Cllr Mrs Conyngham: Email, attended the Voluntary Sector Day Conference organised by Involve which she enjoyed, workshops very useful
20. David Nation: Email, Clarification of situation with regard to the finances and grant required by the Crediton Area Development Trust (CADT)
21. Western Power Distribution: Letter, Consultation on future investment plans
It was agreed that this item is placed on the agenda for the next full council meeting.

Information

1. NHS South Western Ambulance Services: Poster, letter and DVD: Right Care Initiative
2. Fair Play for Children Charitable Trust Ltd: Newsletter
3. EU Information (regio-info): Email, Newsletters
4. Mid Devon District Council: Press releases:
 - (a) 500 tenants in sheltered housing get new telecare alarm system
 - (b) Don't lose your vote!
 - (c) Date for Council meetings
 - (d) District Council is awarded £100k to save energy
 - (e) Anti-social property shut down
5. Devon Senior Voice: Newsletter

Business Brought Forward

71 Visit to Twin Town

Councillor Letch reported that he would be attending twinning celebrations in Avranche and had obtained the agreement of the Council's insurance company to take the Mayor's Chain of Office

72 Flag Pole

Councillor Letch reported an approach by a member of the British Legion about flying the Union Flag from the Council's flagpole. It was agreed to investigate this and it was suggested that the British Legion are approached about assisting with changing the flag from time to time.

73 Grant to Citizens Advice Bureau

Councillor Szabo reported a conversation with a Citizens' Advice Bureau representative about the allocation of grant monies once it is received by their head office. It was explained that the grant had originally been allocated in order to pay the rent for the Crediton premises but this is now provided free of charge by Mid Devon District Council. The grant allocation to the Citizens Advice Bureau will be considered with other grants in the annual grant review.

74 Facilities for residents of care homes

Councillor Ford expressed her concern about the lack of facilities available to people living in a local care home.

75 Traffic issues

Councillor Brookes-Hocking reported that a meeting had been arranged with Devon County Council's Head of Highway Management to take forward a number of highway issues.

76 Devon Association of Local Councils AGM

Councillor Brookes-Hocking will bring a report on the AGM, which she attended, to the next meeting of the Council

77 Mill Street Footpath

Councillor Conyngham reported concerns about the lack of a pavement in Mill Street. It was suggested that this could be discussed at the meeting with the DCC Head of Highway Management, in the meantime try to obtain as much background information as possible about this matter.

78 Pavement trip hazards

Councillor Harris had received reports of trip hazards on pavements outside the museum and Tesco but had been unable to identify the cause of these hazards.

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

79 Administration and Personnel Matters

Councillor Letch provided members with an update on a personnel matter.

Meeting closed at approximately 20.58 .

Signed:

(J Harris, Chairman)

Date:

Crediton Town Council

PLANNING DECISIONS AND APPLICATIONS FOR THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING 9 OCTOBER 2012

Planning Decisions – as notified by the Planning Authority:

DECISION	<p>Type – Decision</p> <p>Reference: 12/01028/FULL Full planning application, registered 26/07/2012 Address: Crediton Bowling Club Newcombes Meadow Crediton Devon Description: Installation of additional entrance door Decision: Grant permission</p> <p>Web link: 12/01028/FULL</p> <p>CTC Comments: NO OBJECTIONS</p>
DECISION	<p>Type – Decision</p> <p>Reference: 12/01059/FULL Full Planning Application Registered 23/07/12 Address: Old Stable Cottage, Parliament Street, Crediton, EX17 2BP Description: Erection of single storey extension to facilitate wheelchair use Decision: Grant permission</p> <p>Web link: 12/01059/FULL</p> <p>CTC Comments: No Objections – Providing Conservation Officer satisfied about this development in the Conservation Area.</p>

DECISION

Type – Decision

Reference: **12/01124/ARM** Approval of Reserved Matters, registered 06/08/2012
Address: Land at NGR 282362 100434 (R/o Shangri-la) Broad Close Crediton Devon
Description: Reserved Matters for the erection of a dwelling following Outline approval 10/00342/OUT (Revised Scheme)
Decision: **Grant permission**

Web link: 12/01124/ARM

CTC Comments: NO OBJECTIONS – Providing the Planning Authority is satisfied that the privacy and amenity of neighbouring properties is not adversely affected.

DECISION

Type – Decision

Reference: **12/00865/TPO** Works to TPO Trees, registered 08/08/2012
Address: The Mews Deep Lane Crediton Devon EX17 2BY
Description: Application to carry out works to Yew tree protected by Tree Preservation Order No 88/00002/TPO
Decision: **Grant permission**

Web link: 12/00865/TPO

CTC Comments: NO OBJECTIONS – Providing the Planning Authority is satisfied an arboriculturalist confirms the necessity for the work.

DECISION

Type – Decision

Reference: **12/01093/CLP** CLP for PROPOSED Use or Operation
Address: 2 Westwood Road Westwood Crediton Devon EX17 3LS
Description: Certificate of Lawfulness for the proposed construction of 2 dormer windows to the East and West elevations
Decision: **Grant permission**

Web link: 12/01093/CLP

CTC Comments: N/A

Planning Applications

APPLICATION

Type – Application

Reference: **12/01355/CAT** Conservation Area Tree Work Registerd 20/09/12
Address: The Beeches Old Tiverton Road Crediton Devon EX17 1EF
Description: Notification of intention to fell 1 Ash tree within a Conservation Area

Web link: [12/01355/CAT](#)

NO OBJECTION – Provided the proposal is supported by the tree officer or a suitably qualified arboriculturalist.

Credition Town Council

SCHEDULE OF ACCOUNTS SUBMITTED TO A MEETING OF THE F & GP COMMITTEE 09 October 2012

Cheque Number		Ref.	Comment		Amount	Amount
3558	Parishes Online	4542	Annual Subscription	LGA '72 S111		96.00
3559	MDDC	4543	Annual CCTV Management	CDA '98 S7	2,500.00	
		4544	Payroll Aug. 2012	LGA '72 S111	4,792.58	
		4546	Payroll Sep. 2012	LGA '72 S111	4,792.58	
		4549	War Memorial Annual Cleaning	WMLPA '23 S1	26.00	
		4552	IT Support Oct. 2012	LGA '72 S111	216.00	12,327.16
3560	Hoopers Services	4545	Peoples Park 11 th Grass Cut	OSA 1906 S.10		105.00
3561	Hoopers Grounds Maintenance	4547	Exhibition Road Tree & Hedgeworks	SHAA 1908 S.26		300.00
3562	Mrs Judy Morris	4548	Payroll Aug. - Sep. 2012	LGA '72 S111		1,160.00
3563	Cllr F.Letch	4550	Council Travel Costs Plus Expenses	LGA '72 S111		34.37
3564	Cllr L.Conyngnam	4551	Involve Conference Expenses	LGA '72 S111		12.70
3565	Phillips Print & Stationery	4553	Photocopying & Stationery	LGA '72 S111		13.47
3566	Concorde Copiers	4554	Sept. Printer Costs	LGA '72 S111		47.21
3567	John Gillard Cleaning	4555	Bus Shelter Cleaning	LGMPA 1953 S4		45.00
N/A	To be Paid by D/Debit 1 Nov. 2012					
	South West Water	4541	Barnfield Allotment Water	SHAA '08 S26		50.24
	South West Water	4541	Exhibition Road Allotment Water (Credit)	SHAA '08 S26		0.00
N/A	To be Paid by D/Debit 22 Oct. 2012					
	EDF Energy	4556	Bandstand Electricity	LGA '72 S111		14.39
Total						14,205.54

Credition Town Council

BANK BALANCES SUBMITTED TO A MEETING OF THE F & GP COMMITTEE 09 October 2012 (As @ 03 October 2012)

Lloyds Current		544.99
Precept Reserve		103,165.27
Reserves		42,563.79
Petty Cash		26.41
Income Petty Cash		6.15
Total	Credition Town Council	146,306.61

Credition Town Council

Credition Town Council

ASSETS & COMMITMENTS SUBMITTED TO A MEETING OF THE F & GP COMMITTEE 09 October 2012 (As @ 03 October 2012)

Bank & Cash Holdings		146,306.61
VAT		14,626.78
Creditors (Suppliers & Liabilities)		-14,205.54
Debtors (Customers)		4,248.35
Total		150,976.20