



Credition Town Council



Minutes of the Meeting of the Finance & General Purposes Committee
held at on Tuesday 5 March 2013 in the Council Chamber

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

*In attendance for part only of the meeting

AGENDA ITEMS

- 100 To receive apologies**
Apologies were received and accepted from Councillor Conyngham (personal), and Councillor Vincent (personal)
- 101 Declarations of Interest**
None
- 102 Meeting Management**
None
- 103 Public Question Time**
None
- 104 Chairman's & Clerk's Announcements**
The Council Chairman reported on a radio broadcast he had made the previous day to make people aware that work on the construction of the new link road had started. On Saturday 9th March he will be opening a new facility at Credition Museum that will assist people searching for their ancestors.
- 105 Town Council Minutes**
The minutes of the Finance and General Purposes Committee meeting held on 6 November 2012 were received and approved as a correct record (proposed Councillor Letch, seconded Councillor Brookes-Hocking).
- 106 Matters Arising**
Minute 90) Tarka Line Walks book: The date of publication was queried, it was thought that the booklet will be available from 1st April 2013.
- 107 Allotments**
- a) *To receive an update from the Clerk on current issues*
None
 - b) *To consider issues raised by tenants and Boniface Allotment Association*
None
 - c) *To consider matters and issues raised by the allotment tenants*
None

DRAFT

d) *Barnfield hedge planting*

Cllr Szabo expressed concern that the hedge extended further than he had anticipated. He had thought that it had been agreed that the hedge, on the Exhibition Road site, would be only be planted as far as the Blackthorne trees, but it had been extended towards the school and he felt that, with time, this could overgrow onto the path. The Allotment Association representative explained that the hedge had been planted to the point where the path narrows, the path is only used by the allotment plot tenants who have plots adjacent to the path and they are willing to ensure that the hedge is maintained.

It was felt that, as there had been no complaints from the allotment tenants about the newly planted hedge, the council notes Councillor Szabo's concern but takes no action.

In response to a question from Councillor Adams it was confirmed that the route of the drain at the bottom of the allotment site had been traced and that Devon County Council had cleared some of the blockage. This matter will be further discussed at the association's next meeting.

The Allotment Association representative left the meeting

108 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

c) *To consider planning applications and items for determination received for week ending Tuesday 5 March, after the agenda was prepared*

It was noted that, although the town council had objected, planning application no. 12/01668/FULL for change of use of 122-123 High Street from retail to financial and professional services had been approved. Councillor Brookes-Hocking expressed her concerns about MDDC town centre retail policies which include a 70% threshold on retail premises within a town's primary shopping area. MDDC intend to reduce this threshold to 65%. Discussion ensued about whether this 65% is a detail or a key criteria and whether it is possible to have this policy changed.

RESOLVED: That an email is sent to the MDDC Head of Planning, with copies to the MDDC ward members, requesting advice about what action the Council can take to bring about changes to MDDC town centre retail planning policies.

Cllr Dixon thanked Cllr Brookes-Hocking for her perseverance with this matter

d) *Approval of application to remove condition 9 of planning application no. 10/01872/FULL*

It was noted that Councillor Szabo had concerns that, although the council had objected, permission had been granted for the removal of a condition relating to an access.

109 Finance

a) *To approve the schedule of accounts.*

RESOLVED: That the Schedule of Accounts and payment of cheque numbers 3642 to 3646 totalling £1977.50 is approved (proposed Councillor Letch, seconded Councillor Brookes-Hocking).

b) *Claim for travelling expenses from applicant for post of Town Clerk*

It was agreed that the Council will not pay travelling expenses to the applicants that attended the interviews for the post of Town Clerk.

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- c) *To review situation with regard to sponsorship of and consider the purchase of flower towers*

Two businesses have offered sponsorship to-date. The Council Chairman explained that he had delivered letters to all businesses in the square and would endeavour to call back to collect any responses. Situation to be further reviewed at the next meeting.

- d) *Action for Market Towns*

It was agreed that the Council will not renew its Action for Market Towns membership as the majority of its meetings are outside the local area and the Council could make more effective use of the £150 annual membership fee, (proposed Councillor Letch, seconded Councillor Ford).

- e) *"A" Frame display boards*

Details of costs and designs had been circulated with the agenda. It was

RESOLVED: That the Council purchases two "A" frame display cases at a cost of £49.99 each plus VAT and delivery charge.

- f) *Deputy Mayor/Mayor's Consort badge of office*

Costings for a badge had been circulated with the agenda and were discussed. It was thought that a die was made when the Mayor's chain of office was repaired about 3 years ago and a new one may not be required. It was agreed to defer a decision in order to find out whether there is an existing die and also research costs for alternative styles and designs. To be considered further at the next meeting.

110 **Peoples Park & Scout Memorial Garden project**

An update report from the Project Manager was tabled and noted. It was reported that a contribution of £1,000 had been received from the Town & Parishes Fund. Discussion ensued with regard to the proposed planting scheme and a number of suggestions were put forward to make the public aware of the project and consulting with them on the planting scheme. Ideas included:

- Displays in the library and leisure centre. Cllr Letch offered to approach the library and Cllr Brookes-Hocking will approach the leisure centre.
- Try to find a vacant shop premises to display information, Councillor Letch agreed to approach local estate agents.
- Allotment Association notice board.
- A4 posters for shop windows etc. to include date for planting and where to obtain more information. Councillor Brookes-Hocking offered to do the graphics.

RESOLVED: That residents living opposite People's Park are made aware of the scout memorial garden project and what is happening.

111 **Annual Town Meeting: 30 April 2013 and Mayor's Reception: 15 May 2013**

It was agreed that the Council holds its Annual Town Meeting in the Boniface Centre on the evening of 30 April 2013. It was further agreed that the date of the Mayor's reception is changed to 15th May 2012 (instead of 14th May) so that it doesn't clash with a Russian choir concert.

112 **Correspondence received and Items of Information**

1. Mid Devon District Council: Summons and Agenda for Council meeting on 27 February 2013
2. Various: E-mail correspondence with regard to objection to planning app no. 12/01668/FULL (Change of Use for 122-123 High Street)
3. Devon County Council: Letter, decision notice for the construction of link road between the Wellspark roundabout and Lords Meadow Industrial Estate
It was agreed that the Council requests a monthly report on the progress of the link road.
4. Society of Local Council Clerks: Letter, important events for larger councils
5. Mid Devon District Council: Letter, revised drawing/information for planning app no. 12/01668/FULL (revised location plan)

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6. Ian Cann: E-mail, concern about the condition of his, MDDC owned, home
Respond to let the writer know that the Council will contact the District Councillors on his behalf
7. Mid Devon District Council: Letter, Crediton Town Centre Research 2012 Analysis Report
8. Sheila Dearing Garden Design: Report, project brief for planting in People's Park
9. Mid Devon District Council: E-mail, response to query relating to street cleansing and the area around the bus stop in front of Lloyds Bank
Future agenda item requested
10. Mid Devon District Council: E-mail, confirmation that the Council has been awarded £1,000 from the TAP Fund for the People's Park project
11. DALC: E-mail, confirmation of S.137 expenditure limit for 2013-14 (£6.80 per elector)
12. Cllr Conyngham: Report, summary of World War One Memorials Commemorative Project meeting attended on 25 February 2013
Future agenda item requested
13. DCC – e-mail: Traffic Regulation Orders 5262 & 5310, Crediton Town Centre,
Future agenda item requested
14. Lloyds Bank TSB – Statement: Confirmation of closure of Crediton Support Fund Bank Account.
15. Dr E.Kyte/CTC/DCC – e-mail Exchange: Fordton Flooding Follow Up Information, (*From Dec. 2012*)
16. Cllr B.Wright, (MDDC) – e-mail: New Car Park Charging Regime – St Saviours Way,
Future agenda item requested
17. DCC – Letter: Proposed Dedication of Sandford – Crediton Footpath, (Millenium Path)
Future agenda item requested
18. D.McLaughlin/CTC – e-mail Exchange: Request for Help in Finding Ancestors.
19. HM Revenue & Customs – Remittance Advice: Payment of CTC VAT Reclaim, FY 2011-2012.

Information

1. Vickery Holman: E-mail and flyer, potential of use of Neighbourhood Development Plans
2. DALC – e-mail: Newsletter – March 2013
3. Clerk & Councils Direct – Newsletter: March 2013 – Issue 86.
4. May Gurney – Notification : Road Closure at Lapford – 15 – 19 Apr. 2013.

113 Business brought forward

- a) Councillor Szabo asked whether any progress had been made with regard to removal of graffiti on the Berry & Vincent building. A further letter to be sent to the estate agent and ask Mid Devon Community Safety Partnership if they will also send a letter.
- b) The Clerk reported that, as the Council has appointed a replacement Town Clerk, the Assistant Town Clerk will now relinquish his role as Acting Town Council.

The meeting closed at approximately 20:35

Signed:
(Chairman)

Date:

Crediton Town Council

PLANNING DECISIONS AND COMMENTS ON NEW APPLICATIONS FROM THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING 5 MARCH 2013

Planning Decisions – as notified by the Planning Authority:

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| DECISION | Type – Decision |
| | Reference: 13/00076/FULL Full planning application, registered 14/01/2013 |
| | Address: Land at NGR 284397 100273 (Conibear Bros) Commercial Road Lords Meadow Industrial Estate Crediton |
| | Description: Change of use of land from B8 to B2 for the production and batching of concrete and siting of portacabins, hoppers and silo |
| | Decision: Grant Permission |
| Web link: 13/00076/FULL | |
| CTC Comments: NO OBJECTIONS | |

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|---|---|
| DECISION | Type – Decision |
| | Reference: 12/01147/FULL Full planning application, registered 08/08/2012 |
| | Address: 47 Mill Street Crediton Devon EX17 3AA |
| | Description: Change of use of ground floor commercial premises (D1 use) to form 2 flats |
| | Decision: Grant Permission |
| Web link: 12/01147/FULL | |
| NO OBJECTIONS – Providing the Planning Authority is satisfied that both the room and flat sizes are sufficient. Councillors felt that the bedroom and living space sizes were exceptionally small. | |

DECISION**Type – Appeal Decision**

Reference: **12/00459/MOUT** Major Outline Application, registered 12/06/2012
Address: Land at NGR 283829 99476 Former Railway Land Fordton Crediton
Description: Outline for the erection of 8 houses and 2 flats and formation of new vehicular and pedestrian access
Decision: **Appeal Dismissed**

Web link: [12/00459/MOUT](#)

Previous MDDC Comments: Permission Refused

Previous CTC Comments: Objection – The development is on, or too close to, the flood plain for a residential site. In addition there are road safety issues, especially with the road junction being so close to the railway level crossing.

NB: Previous comments made were forwarded to Planning Inspectorate concerning the appeal.

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

Reference: **13/00225/FULL** Full planning application, registered 22/02/2013
Address: Denis Brinicombe Fordton Trading Estate Crediton Devon EX17 3BZ
Description: Erection of two storey extension

Web link: [13/00225/FULL](#)

CTC COMMENTS: RECOMMEND APPROVAL

Type – Application

Reference: **13/00275/LBC** Listed Building Consent, registered 21/02/2013
Address: 143 High Street Crediton Devon EX17 3DX
Description: Listed Building Consent to reposition staircase, internal and external alterations
Web link: [13/00275/LBC](#)

CTC COMMENTS: NO OBJECTIONS

Crediton Town Council

SCHEDULE OF ACCOUNTS SUBMITTED TO A MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE

5 March 2013

| Cheque Number | Ref. | Comment | Sub-Total | Total |
|---------------|------------------|--|-----------|-----------------|
| 3642 | Pure Systems Ltd | 4629 Annual Website Maintenance FY13-14 LGA'72 S111 | | 600.00 |
| 3643 | Jonathan Smye | 4630 Peoples Park SMG Project Management Fees OSA 1906 S10 | | 971.70 |
| 3644 | MDDC | 4631 IT Support Mar. 2013 LGA'72 S111 | | 216.00 |
| 3645 | Hoopers Services | 4632 Peoples Park Grass Cut & Maintenance OSA 1906 S10 | 125.00 | |
| | | 4632 Upper Deck Clear Up and Weeding OSA 1906 S10 | 35.00 | 160.00 |
| 3646 | Concorde Copiers | 4633 Printer Costs Feb. 2013 LGA'72 S111 | | 29.80 |
| Total | | | | 1,977.50 |

Crediton Town Council

BANK BALANCES SUBMITTED TO A MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE TOWN COUNCIL 5 March 2013 (As @ 1 Mar. 2013)

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|-------------------|------------------|
| Lloyds Current | 12,999.56 |
| Precept Reserve | 37,580.21 |
| Reserves | 42,572.72 |
| Petty Cash | 32.87 |
| Income Petty Cash | 17.01 |
| Total | 93,202.37 |

Crediton Town Council

Crediton Town Council

ASSETS & COMMITMENTS SUBMITTED TO A MEETING OF THE TOWN COUNCIL 5 March 2013 (As @ 1 Mar. 2013)

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|-------------------------------------|-------------------|
| Bank & Cash Holdings | 93,202.37 |
| VAT | 8,288.28 |
| Creditors (Suppliers & Liabilities) | -1,977.50 |
| Debtors (Customers) | 1,550.87 |
| Total | 101,064.02 |