



# Credition Town Council



Minutes of the Meeting of the Town Council held on 20 November, 2007

<b>Present:</b>	<b>Councillors</b>	<b>Miss J Harris (Chairman)</b> <b>Mr S Baker</b> <b>Mr W Brown</b> <b>Mr F Letch</b> <b>Mr N Way (part meeting)</b> <b>Mr R Adams</b> <b>Mrs E Brookes-Hocking (part meeting)</b> <b>Mr P Finnegan</b> <b>Mr D Nation</b> <b>Mr R Wright</b>
<b>Absent:</b>		<b>Mr D Sansom</b>
<b>In Attendance:</b>	<b>Clerk</b>	<b>Mr M Maggs</b>
	<b>Press</b>	<b>1</b>
	<b>Public</b>	<b>1</b>

## AGENDA ITEMS

### 131. Apologies

Councillor Downes (personal commitment).

Councillors Way and Brookes-Hocking were delayed due to other commitments.

### 132. Declarations of Interest

Prejudicial	Councillor Adams	Minutes 137b
Prejudicial	Councillor Letch	Minute 139b Application 07/02068/FULL
Personal	Councillor Wright	Minute 139b Application 07/02068/FULL
Prejudicial	Councillor Adams	Minute 149a Account 2737
Personal	Councillor Wright	Minutes 150
Personal	Councillor Adams	Minutes 150
Personal	Councillor Baker	Minutes 150
Code of Conduct	Councillor Nation Councillor Way Councillor Wright	As members 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.

### 133. Public Question Time

Councillor Letch, having declared a prejudicial interest in planning application 07/02068/FULL, made representations and outlined his objections to the proposal. He then, immediately, left the meeting for the duration of Public Question Time.

Further representations in favour of the application were made by the applicant (Mr I Brown). It became apparent that revisions to the plans had been submitted to the planning authority.

Members agreed to take on board all the views expressed in support and against the proposals during their deliberations under agenda item 9b.

#### **134. Chairman's Announcements**

The Chairman presented the gift (paperweight and book on the Mont St Michel manuscripts) received from the people of Avranches at the recent Twinning Reception hosted by the Council.

Councillor Brookes-Hocking arrived.

#### **135. Town Council Minutes**

The minutes of the Town Council Meeting held on 16 October 2007 were approved and signed as a correct record with the following amendment:

*Minute 119a:* "paragraphs 3 and 5" should read "paragraphs 3 and 4".

#### **136. Matters Arising**

*Minute 124:* it was reported that a survey had been carried out recently and that a report would be presented in due course.

#### **137. General Purposes Committee Council Minutes**

a) The minutes of the General Purposes Committee meeting held on 6 November 2007 were received and noted. The Clerk to clarify a query over the appended report on planning decisions relating to 07/001742/FULL.

b) The recommendations of the General Purposes Committee held on 6 November 2007 were approved with the following amendment:

*Minute 51:* insert "by 5 December 2007" after "...with a request for their comments."

Councillor Adams declared a prejudicial interest and left the meeting during the discussion on GP Minute 51.

#### **138. Matters Arising**

None.

#### **139. 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) *Items for Determination*

None.

d) *Representations on Application 07/02064/ARM*

Received and noted.

e) *GOSW Notification – Application 06/02670/OUT – Retail Development*

Received and noted.

#### **140. Finance**

a) *Schedule of Accounts*

The schedule of accounts, numbers 002729 to 002738 amounting to £9304.10 was approved.

Councillor Adams declared a prejudicial interest in account 002737 and left the Chamber for the duration of discussion on this item which was debated separately in order to allow the councillor to return and take part in the debate on the other items.

b) *Donation Requests*

None.

#### **141. Allotments (all issues deferred from General Purposes Committee meeting)**

a) *Current Status*

The Clerk reported that there were two vacant allotments, one following termination of contract due to non-payment of rent. There were a total of 23 people on the allotment waiting list.

b) *Replacement Allotment Numbering System*

The Clerk reported that there was £1369 remaining in the current year's allotment budget. Estimated costs of installing a new numbering system were as presented to councillors (recommended option, £175) plus approximately £300 for labour.

The Boniface Allotments Association had prioritised this work and the choice of materials and costs had been sanctioned by them with the direct involvement of the Association Chairman. The contractor had confirmed that the work could be completed before the end of the year.

Councillor Adams suggested that the work could be done more economically and agreed to prepare a report with costings for next Council meeting.

Concerns were expressed over the additional delay, however, it was agreed to provide Councillor Adams with an opportunity to present an alternative solution.

c) *Advance Funding for Boniface Allotment Association*

It was agreed to advance the required £459 to cover NSALG membership and public liability insurance. Costs to be recharged to tenants with 2007/8 rental demands.

d) *Boniface Allotment Association AGM and Committee meeting*

The Clerk had circulated the draft committee minutes. Councillor Letch reported on the successful AGM and recent committee meeting and outlined the priorities discussed at both meetings:

- *Allotment Numbering System*

Use of semi circular posts with stencilled numbers for ease of use and maintenance, minimum height 30cm above ground

- *Noticeboards*

Delayed due to other commitments

- *Seed Scheme*

Progressing with local suppliers. Membership cards would be required with assistance from Council staff

- *Rental Payment Dates*

Change from March to September with Council approval

- *Grounds Maintenance Issues*

Overgrowth of vegetation in certain locations. Clerk to investigate and action in consultation with Association secretary

- *Paths*

Concerns were expressed over the narrow width of some paths. Clerk to investigate following next inspection.

e) *Matters Raised by Tenants*

None, other than those issues reported at Association meetings as previously discussed.

## **SPECIFIC AGENDA ITEMS**

### **142. Standing Orders**

Councillor Way arrived and 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.

a) *Revisions to Accommodate Recent Code of Conduct Changes*

Approved as amended and in accordance with current NALC guidance.

b) *Public Participation Policy Revisions and Public Question Time Leaflet*

Approved with the following amendments:

*Policy 1.2* – add “subject to 3.5 below.”

*Leaflet* – include wards for district and county Councillors

– include forenames in councillor contact details

– delete paragraph 3 from section “On the Day”

### **143. Bus Services**

Members reported on feedback following recent meetings with interested bodies. Problems were reported with buses negotiating the bus clearway and terminus at St Lawrence Green. The Clerk reported that he had written to Stagecoach, following discussion at the previous meeting, but had received no reply. It was reported that:

- DCC had been asked to invite other bus operators to consider taking on the curtailed number 50 route

- Stagecoach were asked to consider reinstating some buses
- QECC Principal had expressed serious safety concerns over buses reversing and using the college crescent to turn
- DCC were looking at altering the bus clearway to allow buses to turn right from Western Road
- Bus company was now receiving a subsidy to provide a service after 8pm.

It was agreed that the Clerk should write to DCC:

- requesting rescission of the exemption which allows buses to reverse.
- requesting investigation into altering the lay-by to create a turning circle for buses
- requesting representations to the Traffic Commissioner, asking for the attachment of a Traffic Regulation Condition to the operator's licence in respect of their terminus at St Lawrence Green and on grounds of danger to road users

#### **144. Town Guide**

The Clerk had been contacted by a company offering to provide a free town guide. It was agreed that Councillors Brookes-Hocking and Nation would look at the sample documents in preparation for discussion at a future meeting.

#### **145. Council Representatives**

A member suggested that it would be very useful if nominated Council representatives reported to Council on a regular basis.

It was agreed to add an item to each Council agenda to allow reports to be made by representatives – with an appeal that the reports are kept brief. It was further agreed that electronic minutes and reports from CAMM, Chamber of Commerce and Police Liaison meetings should be sent to members.

#### **146. Magistrates in the Community**

Noted with thanks but there was insufficient interest at present.

#### **147. QECC School Council**

The original item requested by Councillor Baker was withdrawn. However, the Clerk was asked to contact the QECC Principal to make arrangements for members to meet with the QECC Council to promote closer links with the college.

#### **148. Police Authority Liaison**

The Clerk had circulated a copy of the minutes of the recent meeting as requested by a member. Issues discussed at the meeting were highlighted, in particular, the problems associated with “boy racers”. Local Police had agreed to review their policy on this issue. The Clerk was asked to contact the Crediton Police Sergeant to arrange a meeting of the local liaison group.

#### **149. Union Road Bus Lay-by**

The proposals for a new bus lay-by had been submitted for consideration, following a site meeting with ward members, Area Engineer, consultants and the Clerk.

The Clerk was asked to convey the following comments to the consultant engineers and the DCC Area Engineer:

- there were strong objections to the removal of the existing car parking bay on south side A377. Car parking or the perceived lack of it was a very sensitive subject and any proposals to remove even one space would meet with considerable local opposition.
- no proposals were included either for the relocation of the existing bus shelter adjacent to the War Memorial or the construction of a new one. Councillors considered it essential that a bus shelter is placed at the new location. This shelter should be in keeping with the adjacent listed structure and enhance the conservation area. The new shelter should contain appropriate seating. Councillors were happy for the existing shelter to remain (ie not a bus shelter but a sheltered place for people to sit).

- councillors would welcome the opportunity to see proposals for any additional street furniture.
- councillors would like to receive more details on the phasing of the project and how the work would be carried out – including the feasibility of undergrounding the existing supply cables.
- at the site meeting, it was also agreed that the Police or the local Community Safety Partnership should be involved in the planning of any enhancements to ensure that maximum public safety is achieved. The area needed to be “opened up” with the installation of improved lighting to help combat regular occurrences of anti-social behaviour and vandalism. Proposals for a CCTV camera in the vicinity are progressing and it would be beneficial to see an improvement in the level of illumination.

#### **150. CCTV**

The Chairman and the Council’s representative on the CCTV Working Group provided an update.

The amended agreement to install the third camera on a property at Union Road was approved for authorisation.

#### **151. Correspondence Received**

- 1.Sandford School Class 5:- Thank you notes.
- 2.DCC:- Devon Pension Fund; Annual Report.
- 3.DCC:- County Minerals & Waste Development Strategy; Consultation on Minerals Core Strategy.
- 4.DCC:- “Wrap It” anti chewing gum litter campaign.
- 5.Crediton Twinning Association:- Thanks for Twinning Reception.
- 6.DCC:- Transport Director; Meeting on Town Bus Route; update.
- 7.DCC:- Highway Engineer’s Crediton Car Parking Survey.
- 8.Crediton Chamber Of Commerce:- Minutes of Meeting; 30 October.
- 9.MDDC – Agenda and minutes for Standards Committee meeting 19 November.
- 10.CLAG – Agenda and minutes for meeting 22 November.
- 11.SLCC – Agenda and minutes for Devon Branch meeting 7 December.
- 12.SLCC – Minutes of National Executive Council held on 25 October.
- 13.PLUS Publishing Services:- Town Guide Publishing Information.
- 14.Involve Inter Agency Forum:- Agenda; Meeting 5 December.
- 15.EU Regional Policy:- Basic Essentials 2007.

### **BUSINESS BROUGHT FORWARD**

#### **152. Newcombes Meadow Lighting**

A member reported that he had received a copy of the current lighting plan. The Clerk would be provided with a copy of the plan for circulation to councillors in preparation for an agenda item at the next meeting. In the meantime, members were urged to visit the park and examine the problem for themselves.

#### **153. MDDC Leisure Services – local consultation**

Following a question from a member, the Clerk reported that he was still waiting for the list of email addresses of local organisations. He intended to email all western area parish councils by the end of the week.

#### **154. Energy Action Day**

A successful event was reported by all members who attended. A campaign for a plastic bag free Crediton was being considered.

#### **155. Climate Action Group**

Agenda item at next meeting to nominate a new Council representative.

#### **156. Pelican Crossing – High Street**

It was reported that the lights should be in operation within the next few days – awaiting replacement part.

### **157. Remembrance Sunday**

This year, members noticed that children did not appear at the head of the procession. The Clerk agreed to contact the Royal British Legion and request that children should be brought forward in future years.

## **PART TWO**

### **158. Administration and Personnel**

#### *a) Recommendation on Staff Time*

The Chairman provided a verbal report following the Administration and Personnel Sub Committee meeting held on 14 November. The full report would be presented to members at the December Council meeting.

It was agreed to approve the recommendation of the Sub Committee to increase the working hours of the Assistant Town Clerk from 20 to 25 with effect from 1 December; the decision to be reviewed in six months.

#### *b) Adjustment to Meeting Schedule*

It was agreed to postpone the Finance Committee meeting from 4 December to 8 January (replacing scheduled General Purposes Committee meeting). As a consequence, the next planning meeting would be 22 January which would exceed the deadline set by the Planning Authority for consultations. It was, therefore, agreed to delegate decisions on planning consultations to the Clerk in line with the Council's policy for the annual recess.

Meeting closed at 10.15pm.

Signed:

(Chairman)

Date:

## PLANNING DECISIONS AND APPLICATIONS FOR TOWN COUNCIL MEETING 20 NOVEMBER 2007

### Planning Decisions – as notified by the Planning Authority:

<b>Type - Application Withdrawn</b>						
<b>DECISION</b>	<b>Number</b>	<b>Applicant</b>	<b>Agent</b>	<b>Location</b>	<b>Proposal</b>	<b>Officer</b>
	<a href="#">07/01437/FULL</a>  (08/11/2007)	Middlemoor Homes Ltd East Langford Farm Bow Crediton EX17 6HX	Mr Neil R Rowe Scott & Rowe Chartered Architects The Loft Studio 14 York Road Exeter EX4 6BA	Land at Elmfield House Fordton Crediton Devon EX17 3DH	Erection of 2 detached dwellings with garages (Revised Scheme)	Mr Delwyn Matthews
	-					
<b>Type - Application Refused</b>						
<b>DECISION</b>	<b>Number</b>	<b>Applicant</b>	<b>Agent</b>	<b>Location</b>	<b>Proposal</b>	<b>Officer</b>
	<a href="#">07/01753/FULL</a>  (08/11/2007)	Mr G R Lineker 117b High Street Crediton EX17 3LG		The Mews Deep Lane Crediton Devon EX17 2BY	Erection of dwelling	Mr Delwyn Matthews
	-					

<b>DECISION</b>	<b>Type – Application Granted</b>					
	<b>Number</b>	<b>Applicant</b>	<b>Agent</b>	<b>Location</b>	<b>Proposal</b>	<b>Officer</b>
	<a href="#">07/01799/FULL</a>  (08/11/2007)	Milk Link Processing Milk Link Processing Ltd Church Lane Crediton Devon EX17 2AH	Will Gannon & Smith Ltd Uplands 81 Heavitree Road Exeter EX1 2LX	Milk Link Processing Ltd Church Lane Crediton Devon EX17 2AH	Relocation of tanks used for storage of cream	Mr Keith Garside
	-					

### Planning Applications

The Town Council considered the following applications:

<b>APPLICATION</b>	<b>Type – Application; Deferred from previous Meeting - For individual inspection and consultation.</b>					
	<b>Number</b>	<b>Applicant</b>	<b>Agent</b>	<b>Location</b>	<b>Proposal</b>	<b>Officer</b>
	<a href="#">07/02068/FULL</a>  (31/10/2007)	Mr I Brown 3 Easter Court Roundswell Sticklepath Barnstaple EX31 3SJ	Dyer Feesey Wickham Architects 24 Castle Street Barnstaple EX31 1DR	38 Spruce Park Crediton Devon EX17 3HG	Erection of a dwelling	Mr Keith Garside
	<b>APPROVED</b> – subject to satisfactory arrangements being made for the provision of services - electricity and sewerage and that the roof line is brought into line with adjoining properties. Councillors also wished to highlight the potential problem of building on what is regarded locally as “made-up” land - part of a former track or lane.					



<b>APPLICATION</b>	<b>Type - Application Number</b>	<b>Applicant</b>	<b>Agent</b>	<b>Location</b>	<b>Proposal</b>	<b>Officer</b>
	<a href="#">07/02130/ARM</a>  (07/11/2007)	Mrs R Hills Mr & Mrs A Jewell Penrose Park Road Crediton EX17 3ET	L G Playle Forge Newton St Cyres Exeter EX5 5BY	Penrose Park Road Crediton Devon EX17 3ET	Reserved Matters for the erection of 1 dwelling and double garage (Revised Scheme)	Mr Delwyn Matthews
<b>NO OBJECTION</b>						

<b>APPLICATION</b>	<b>Type - Application Number</b>	<b>Applicant</b>	<b>Agent</b>	<b>Location</b>	<b>Proposal</b>	<b>Officer</b>
	<a href="#">07/02176/FULL</a>  (07/11/2007)	Mr Eastern 60 Greenway Crediton Devon EX17 3LP	R Taylor Design Associates 8 Greenwood Willand Cullompton Devon EX15 2SY	60 Greenway Crediton Devon EX17 3LP	Erection of conservatory, construction of decking and stairs at first floor level	Miss Tina Maryan
<b>NO OBJECTION</b> – subject to the planning authority being satisfied that the proposal will not adversely affect the amenity of neighbouring properties						

<b>APPLICATION</b>	<b>Type - Application Number</b>	<b>Applicant</b>	<b>Agent</b>	<b>Location</b>	<b>Proposal</b>	<b>Officer</b>
	<a href="#">07/02157/CAT</a>  (07/11/2007)	P & J Tucker Kinross Pounds Hill Crediton EX17 1DT		Kinross Pounds Hill Crediton EX17 1DT	Notification of intention to carry out works to trees within a Conservation Area.	Miss Tina Maryan
<b>DEFERRED</b> – incomplete application – missing paperwork relating to proposed works						

<b>APPLICATION</b>	<b>Type - Application</b>					
	<b>Number</b>	<b>Applicant</b>	<b>Agent</b>	<b>Location</b>	<b>Proposal</b>	<b>Officer</b>
	<a href="#">07/01951/FULL</a>	P & J Tucker Clare Smith 2 Meadow Gardens Crediton Devon EX17 1EJ	Ivor Smith Springfield Doddiscombsleigh Exeter EX6 7PR	2 Meadow Gardens Crediton Devon EX17 1EJ	Change of use of garage to dog grooming business and widening of driveway to provide 1 additional parking space	Mr Delwyn Matthews
	(14/11/2007)					
<b>OBJECTION</b> - councillors considered that this was an unsuitable and difficult location for this kind of activity (corner plot). Concern was expressed over the impact of increased traffic/parking on neighbouring properties						

<b>APPLICATION</b>	<b>Type - Application</b>					
	<b>Number</b>	<b>Applicant</b>	<b>Agent</b>	<b>Location</b>	<b>Proposal</b>	<b>Officer</b>
	<a href="#">07/02210/FULL</a>	Mr & Mrs R Platt 11 Blagdon Close Crediton EX17 1EL	Miss Hayley Newstead Anglian Home Improvements PO Box 65 Norwich NR6 6EJ	11 Blagdon Close Crediton Devon EX17 1EL	Erection of a conservatory	Miss Tina Maryan
	(14/11/2007)					
<b>APPROVED</b>						