



## 9. Appointment of Committees, Sub Committees and Working Groups

It was proposed and agreed that, in general, the current membership would be retained except for membership of the General Purposes Committee, a reinstated Property Sub Committee, a new Events Working Group and one change to the elected representatives of other organisations (absent councillors had provided prior indication of their willingness to being appointed). The Chairman/Vice Chairman of each Committee/Sub Committee/Working Group would be decided at the first meeting.

### a) **General Purposes Committee**

Councillors Mr F Letch, Miss J Harris, Mrs L Brookes-Hocking, Mrs A Hughes, Mr P Finnegan, Mr R Wright and MR T Connell. The Chairman and Vice Chairman of the General Purposes Committee would be decided at the first meeting of the committee.

### b) **Finance Committee**

The Chairman, Vice Chairman, Councillors Mrs L Brookes-Hocking, Mr R Wright, Mr R Adams, Mrs A Hughes, Mr D Nation and Mr J Downes.

### c) **Allotments Sub Committee**

The Chairman, Vice Chairman and Mr R Adams.

### d) **Parish Paths Partnership Sub Committee**

The Chairman, Mr R Edwards, Councillor Mr R Wright and Mr G Chudley.

### e) **Administration & Personnel Sub Committee**

The Chairman, Vice Chairman, Councillors Mrs L Brookes-Hocking, Mr R Adams, Mr W Brown and Mrs A Hughes.

### f) **Property Sub Committee**

Chairman, Vice Chairman and Councillors Mr R Wright and Mr P Finnegan.

### g) **Floral Crediton Working Group**

The Chairman, Vice Chairman, Mr M Szabo and Councillors, Mrs A Hughes, Mrs L Brookes-Hocking and Mr T Connell.

### h) **Communications Working Group**

Councillors Mrs L Brookes-Hocking, Mr D Nation and Mr J Downes.

### i) **Peoples Park & Scout Memorial Gardens Working Group**

Councillors Mr R Wright, Mr W Brown, Mr P Finnegan, Mrs A Hughes.

### j) **Events Working Group**

Chairman and Councillor Hughes (members of the community would be invited to join at a later stage).

## 10. Appointment of Charity Governors

Charity Governors were appointed as follows:

a) Haywards Educational Foundation

Mrs G Ponsford

b) Crediton United Charities

Mrs G Ponsford and Councillor Miss J Harris

## 11. Appointment of Representatives

The following elected representatives were appointed (absent councillors had provided prior indication of their willingness to being appointed):

### a) **Devon Towns Forum**

Councillors Mr D Nation and Mrs L Brookes-Hocking.

### b) **Devon Association of Local Councils (County Committee & Larger Councils Sub Committee)**

Councillor Mrs L Brookes-Hocking.

### c) **Crediton Area Management & Marketing**

Councillors Mr D Nation and Mrs A Hughes

### d) **Crediton Twinning Association**

Councillors Mrs A Hughes.

### e) **Monthly Chamber of Commerce Meetings**

Councillor Mr D Nation

### f) **Police Liaison Meeting**

Chairman and Mr R Wright.

### g) **Boniface Link Association**

Councillor Mrs A Hughes.

- h) **CLAG (Crediton Area Group Mid-Devon Community Safety Partnership)**  
Chairman and Councillor Mr R Wright.
- i) **Friends of Crediton Station**  
Councillors Mr N Way and Mr J Downes.
- j) **Lords Meadow Business Forum**  
Councillor Mr D Nation.
- k) **Mid Devon PCT Care Services Project**  
Councillor Mr D Nation.
- l) **AQMA Steering Group**  
Councillor Mr W Brown.
- m) **Crediton Transport Action Group**  
Councillor Mr D Nation.
- n) **Sustainable Crediton**  
Councillors Mr J Downes.
- o) **Crediton Hospital Campaign Group**  
Councillor Mr D Nation.
- p) **Crediton Fairtrade Partnership**  
Councillors Mr R Wright.
- q) **Crediton Childrens' Centre Management Group**  
Councillor Mrs A Hughes.

Meeting closed at 7.15pm.

Signed:

(F Letch – Chairman)

Date:



It was suggested that these matters are dealt with, initially, by the Administration and Personnel Sub Committee. The Clerk would discuss the issues with the Chairman.

*Minute 139c*

Councillor Wright provided a brief update following discussion with residents. He would continue to investigate the matter of ownership/responsibility.

#### **9. Floral Crediton Working Group Minutes**

The minutes of the Floral Crediton Working Group meeting held 27 October 2009 and 24 March 2010 were received and noted. The recommendations of the working group were approved as minuted.

#### **10. Matters Arising.**

A member of the public and member Floral Crediton Working Group reported that he had held initial sponsorship/funding discussions with Tesco.

Councillor Nation reported that there had been no further progress on the promised funding from Tesco for a community project. He went on to emphasise the importance of adopting a co-ordinated approach to funding.

#### **11. 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) Planning Applications/Items for Determination week ending 25 May 2010*

Comments made in respect of planning applications and items for determination considered at this meeting are appended.

##### *d) Mid Devon Allocations and Infrastructure Development Plan (DPD) Examination*

###### *i) DPD Examination Report*

Councillor Nation had provided a brief written report following the Public Inquiry which took place on 27 and 28 April. The report was noted with thanks.

Councillor Way arrived.

It was also reported that the Inspector had requested MDDC to re-advertise and consult with the public on various aspects of the DPD, including the deletion of the by-pass route. The closing date for comments was 2 July.

In view of the urgency and importance of the matter, it was agreed that the Town Council should make every effort to inform the local community. The Chairman agreed to issue a press release in consultation with another member; the Clerk to action.

###### *ii) Pedlerspool Submission*

Details of an additional submission had been received from the Inquiry Programme Officer and circulated by the Clerk. It was agreed that the following comments should be submitted (deadline 27 May):

- No development should take place until the proposed link road is completed.
- The Council is opposed to the removal of the bypass route and, therefore, any development of this site should be constrained.
- The development does not link adequately with the town. There are insufficient pedestrian and cyclist routes with unsatisfactory footpath access to the town.
- The proposed industrial development is effectively sealed off from the north. Access from Sandford would be difficult without a lengthy detour.

#### **12. Finance**

##### *a) Schedule of Accounts*

The Schedule of Accounts, numbers 3092 to 3111 totalling £10,098.93, was approved.

##### *b) Internal Auditor's Report for the year ended 31 March 2010*

The internal auditor's report was received and noted. Only one item required attention; the fidelity guarantee would need to be increased to take into account that MDDC had

made a single precept payment despite a clear indication that it would be paid in two parts.

c) *Council's Final Accounts for the financial year ended 31 March 2010*

The final accounts for year ended 31 March 2010 were received and approved without comment.

d) *Annual Return, Statement of Accounts and Annual Governance Statement for the financial year ended 31 March 2010*

It was formally agreed to approve and sign the Annual Return for the year ended 31 March 2010, the Statement of Accounts and the Annual Governance Statement.

e) *Donation Requests*

A request for financial support for Churchyard maintenance had been received from the Crediton Church Corporation. It was agreed that the Clerk should reply advising that the District Council has particular responsibility in this area and that the Corporation should contact the Town Council again, if necessary, following MDDC's response.

### **13. Councillor Reports**

a) *AQMA Meeting*

It was reported, following a recent Air Quality Management meeting, that officers from the Highway Authority would investigate the use of alternative routes after the link road had been built.

b) *Friends of Crediton Station*

A member reported that the improvement project had been very successful. The only on-going issue would be that of maintenance. It was hoped that additional volunteer help could be obtained to assist with the maintenance of the floral displays. To that end, the group hoped to enlist the support of the Floral Crediton Working Group. The Clerk to raise at the next meeting of the FCWG.

## **SPECIFIC AGENDA ITEMS**

### **14. Teen Shelter**

It was reported that the member had not been able to spend any time with youth workers to discover the views of young people.

The issue of funding was still on-going. Any developments would be reported to the next available meeting.

### **15. MDDC Office**

Following a letter from a concerned member of the local community, it was agreed that the Chairman should write to the Leader and Chief Executive of the District Council expressing the Town Council's extreme disappointment if MDDC should consider any reduction in service provided from the Council Offices in Market Street.

### **16. Christmas Lights**

The Clerk reported that he had been approached by a member of the public with an offer of Christmas lights for use in the High Street and Town Square. He had forwarded the offer to the Chamber of Commerce who were responsible (with Town Council financial support) for organising the displays.

### **17. Part-Night Lighting**

The Clerk had circulated details on the County Council's proposals for part-night lighting in residential areas across Devon. It was hoped that the plan would reduce carbon emissions and energy costs. Non-essential street lighting would be turned off from 1230 am to 0530 am each night.

There were no objections to this proposal, most members considering it a good idea. The Clerk to inform DCC.

### **18. School Buses**

The County ward member provided some information on the provision of school buses. The buses did not form part of the DCC fleet but were subject to the same standards and regulations. DCC carried out regular spot checks in association with the Police. If members

of the public suspected that a vehicle was not complying with the regulations, they should contact the fleet compliance manager at County Hall. DCC was very conscious of the need to strike the right balance between providing safe, low emission vehicles and the cost of replacement buses minimum emission engines.

Members strongly believed that students should be encouraged to walk, that the buses had an unpleasant impact on the environment and caused traffic chaos. As a consequence, it was agreed that the Clerk should write to the QECC Principal suggesting that students are dropped off at St Saviour's Way and walk to college using the stepped footpath from Town Park to Barnfield.

**19. Parish Lengthsman**

The Clerk had circulated the new schedule for the Parish Lengthsman. The next visit to the town would be for five days from 3 June. Councillors agreed to contact the Clerk with any issues requiring the Lengthsman's attention.

**20. Mid Devon Show**

The Council had been invited by MDDC to staff a stand at the Mid Devon Show. The cost would be £230.

The Clerk was asked to decline the invitation this year.

**21. Scout Memorial Gardens**

No information was available. Deferred to next meeting.

**22. Correspondence Received and Items of Information**

**Correspondence**

1. MDDC – Electoral Return: Results of the election of a Member of Parliament for the Central Devon Constituency.
2. May Gurney – e-mail: Notification of Road Closure; Penstone; 16 to 20 August 2010.
3. Down St Mary Village Hall Committee – Invitation: Down St Mary Hog Roast & May Fair; Sat. 29 May 2010.
4. Dawlish Town Council – Training Course Notification: Building Councils Together; 27 May 2010.
5. Mrs L Conyngham – e-mail: Thank you note for the Civic Award presented 18 May 2010.
6. SLCC – Training Notification: Half Day Course in Cemetery Management; Continuous Professional Development; Wed. 30 June 2010.
7. NPFA – AGM Notification: Wed. 16 June 2010; Kenilworth, Warwickshire.
8. Lapford & District Horticultural Society – Notification of Event: Lapford Open Gardens event in aid of the Devon Air Ambulance; Sat. 19 & Sun. 20 June 2010.
9. Community Council for Devon – Training Notification: "Funding Your Vision; The Steps to Success"; Wed. 26 May 2010, Spreyton.
10. Mr R. Edwards – e-mail: Update on Footpath 28 re-routing due to river erosion.
11. SLCC; Devon Branch – Agenda & Minutes: Branch Meeting Fri. 4 June 2010; Exminster.
12. MDDC, Community Planning Support Officer – e-mail: Request to log Town Plan with the Communities in Action organisation.
13. Citizens' Advice Bureau – Letter: Thank you letter for Annual donation presented 18 May 2010.
14. Anderton & Rowlands – letter requesting assistance for public event (fairground) and details of Mayor's charity. Clerk has responded.
15. Crediton Volunteer Centre – letter of thanks for donation.
16. DALC – agenda and papers for LCSC meeting on 3 June.
17. Mrs Bellamy – letter supporting town bus driver over "muddy boots" issue.

**Information**

1. Mid Devon Transport Group – Guide: A Service Users Guide; April 2010.
2. Assoc. of Chief Exec's of Voluntary Organisations – Training Courses: Spring/Summer 2010.
3. Involve Mid Devon – Agenda: Meeting of Tues. 25 May 2010.

4. MDDC – Newsletter: Parish Matters; May 2010.
5. DCC – Newsletter: Country Mile; April 2010.
6. Mid Devon Police – update message for May.
7. DCC – monthly County newsletter. – Input.

### **Business Brought Forward**

#### **23. Local Area Group Meeting (Community Safety Partnership)**

Following discussion at the last LAG meeting, it was reported that the Youth Centre is being used more despite a recent problem with inappropriate behaviour resulting in the exclusion of individuals.

#### **24. Roadside Interviews**

The County ward member provided information on the traffic counts and roadside interviews which had recently taken place in the town and would continue in outlying areas for the next few weeks. The purpose was to update traffic data held by the Highway Authority. It was hoped that the results would be available soon.

#### **25. Property Holdings**

Councillor Finnegan agreed to examine the Council's documentation on its property holdings and make a report to Council. The Clerk had already made arrangements for the inspection of the documents.

#### **26. Newsletter**

Councillors were reminded that the deadline for the Annual Report and Newsletter was rapidly approaching (mid June). Prepared articles and items of interest would be appreciated.

#### **27. Union Terrace**

A problem with pedestrian access off Union Terrace had been raised by a member of the public at the last Mayor's Surgery. The Clerk would contact the Highway Authority.

### **PART TWO ITEMS**

*In view of the sensitive and confidential nature of the business to be transacted, it is advisable, in the public interest, that the press and public be excluded and instructed to withdraw.*

#### **28. Finance**

The Chairman outlined the request from the Assistant Town Clerk for payment for additional hours and outstanding leave due to the previous long-term absence of the Town Clerk. The negotiated settlement, as advised by the Chairman and Vice Chairman, was approved.

The meeting closed at approximately 22:00.

Signed:

(F Letch, Chairman)

Date:



## PLANNING DECISIONS AND APPLICATIONS FOR TOWN COUNCIL MEETING 25 MAY 2010

**Planning Decisions** – The Council noted the following decisions, as notified by the Planning Authority:

<b>DECISION</b>	<p><b>Type – Granted</b></p> <p>Reference: <b>10/00015/FULL</b> Full planning application Address: 1 Lanscore Close Crediton Devon EX17 3QR Description: Variation of condition (3) of planning permission 04/01669/OUT to allow extension of time limit for commencement</p> <p>Web link: <a href="http://10/00015/FULL">10/00015/FULL</a></p>
<b>DECISION</b>	<p><b>Type – Granted</b></p> <p>Reference: <b>10/00458/FULL</b> Full planning application Address: 35 Meadow Gardens Crediton Devon EX17 1EJ Description: Erection of an extension</p> <p>Web link: <a href="http://10/00458/FULL">10/00458/FULL</a></p>
<b>DECISION</b>	<p><b>Type – Granted</b></p> <p>Reference: <b>10/00486/CAT</b> Works to Trees in a Conservation Area Address: Penton House Old Tiverton Road Crediton Devon EX17 1EF Description: Notification of intention to remove 5 branches from Ash tree within a Conservation Area</p> <p>Web link: <a href="http://10/00486/CAT">10/00486/CAT</a></p>

**DECISION****Type – Application Withdrawn**

Reference: **10/00551/LBC** Listed Building Consent  
Address: 23A High Street Crediton Devon EX17 3AH  
Description: Listed Building Consent for internal and external alterations  
Web link: [10/00551/LBC](#)

**DECISION****Type – Application Withdrawn                      Supplementary**

Reference: **10/00471/FULL** Full planning application, registered 29/03/2010  
Address: West Park Alexandra Road Crediton Devon EX17 2DH  
Description: Erection of boundary wall, repair existing stone wall, planting of beech hedging on land between the two walls  
Web link: [10/00471/FULL](#)

**Planning Applications**

The Council considered the following applications:

**APPLICATION****Type – Application Deferred from previous GP Meeting**

Reference: **10/00645/MOUT** Major Outline Application, registered 30/04/2010  
Address: Land and Buildings at NGR 284319 100945 (Lake View) Old Tiverton Road Crediton Devon  
Description: Outline for the erection of 135 dwellings and associated works  
Web link: [10/00645/OUT](#)

**OBJECT** – unless more suitable pedestrian and public transport routes to the town centre are included. Members suggested a pedestrian route via the higher site through the cemetery extension, cemetery and Penton Lane together with the provision of a footpath along the Rugby Club side (N) of Exhibition Road. It was also noted that the development would not have adequate direct public transport links to the town centre or railway station. In addition, members requested that the Planning Authority ensures that adequate off-street parking is provided for all housing. Members noted the location of the surface water attenuation areas and asked whether the Planning Authority could discover whether these could be used as possible areas of Public Open Space.

**APPLICATION****Type – Application**

Reference: **10/00637/FULL** Full planning application, registered 11/05/2010  
Address: 27 Exeter Road CREDITON DEVON EX17 3BW  
Description: Conversion of barn to dwelling (Revised Scheme)

Web link: [10/00637/FULL](#)

**APPROVED**

**APPLICATION****Type – Application**

Reference: **10/00716/FULL** Full planning application, registered 10/05/2010  
Address: Chiddenbrook Surgery Threshers CREDITON DEVON EX17 3JJ  
Description: Erection of replacement footbridge

Web link: [10/00716/FULL](#)

**APPROVED**

**APPLICATION****Type – Application**

Reference: **10/00724/FULL** Full planning application, registered 11/05/2010  
Address: 4 Rus Cottages Threshers CREDITON DEVON EX17 3NN  
Description: Erection of replacement extension

Web link: [10/00724/FULL](#)

**NO OBJECTION**

<b>APPLICATION</b>	<p><b>Type – Application</b></p> <p>Proposal: <b>10/00424/FULL</b> Full application  Address: 35 Tuckers Meadow, Crediton, Devon, EX17 3NU  Description: Erection of extensions and conservatory (Revised Scheme)  Agent: Mr Phil Routledge BDC, Wesley Cottage, Morchard Bishop, Crediton, EX17 6NX</p> <p>Web link: <a href="#">10/00424/FULL</a></p>
	<b>NO OBJECTION</b>

<b>APPLICATION</b>	<p><b>Type – Application – <u>Crediton Hamlets</u> Revised Scheme</b></p> <p>Reference: <b>10/00738/FULL</b> (Crediton Hamlets)  Address: Land and Buildings at NGR 281295 100724 (Chapel Downs) Queen Elizabeth Drive Crediton Devon  Description: Conversion of barn complex to office space (Revised Scheme)</p> <p>Web link: <a href="#">10/00738/FULL</a></p>
	<b>NO COMMENT</b>

<b>APPLICATION</b>	<p><b>Type – Application (Revised) Supplementary</b></p> <p>Reference: <b>10/00493/FULL</b> Full planning application, registered 06/04/2010  Address: 9 Deep Lane Crediton Devon EX17 2BX  Description: Construction of access ramp, relocation of retaining wall and erection of shed and railings, (revised drawings)</p> <p>Web link: <a href="#">10/00493/FULL</a></p>
	<b>APPROVED</b>