



# Credition Town Council



Minutes of the Meeting of the Town Council held on  
15 March 2011

**Present: Councillors**

**Mr F Letch (Chairman)**  
**Mr W Brown**  
**Mr J Downes**  
**Miss J Harris**  
**Mrs A Hughes**  
**Mr R Adams**  
**Mrs E Brookes-Hocking**  
**Mr P Finnegan**  
**Mr D Nation**  
**Mr T Connell**  
**Mr R Wright**

**In Attendance: Clerk**

**MDDC Deputy Chief Executive**  
**MDDC Local Plan & Conservation Manager**  
**Press**  
**Public**

**Mr M Maggs**  
**Mr K Finan**  
**Mr D Scott**  
**2**  
**3**

## AGENDA ITEMS

### 188. To receive apologies

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

### 189. Declarations of Interest

Code of Conduct	Councillors Downes, Nation and 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.
Personal	Councillor Wright	Minute 199b – Application 11/00337/CAT
Personal	Councillor Letch	Minute 200b – Account 3226
Personal	Councillor Adams	Minute 201a
Personal	Councillor Brookes-Hocking	Minute 201b
Personal	Councillor Hughes	Minute 201b

### 190. Meeting Management

To accommodate visiting MDDC officers and members of the public, it was agreed that agenda items 13 (Localism Bill) and 14a (Town Square) would be advanced before item 6 to receive information and responses to members' questions; remaining aspects of the debate on these issues would follow the order of the published agenda.

### 191. Presentation

The MDDC Forward Planning & Conservation Manager provided a brief summary of the need to produce a Development Management Development Plan Document (DMDPD).

This would be the final stage in the process of replacing the current Local Plan, following the recent adoption of the Core Strategy and Allocations & Infrastructure Development Plan documents.

Approval would be sought from the MDDC Planning Committee in April on a DMDPD Issues & Options report, which would be put out for public consultation.

Details contained in the current Local Plan would become increasingly out of date following changes in government policy. The current Local Plan would remain in place until superseded and the timetable for replacement, through a process of consultation, was also dictated by government policy. The next stage of consultation would take place during April/May this year with the Planning Authority seeking the public's views on policy topics contained within the DMDPD Issues & Options report.

MDDC would like to find out what people are seeking, however, representations would have to comply with the already adopted Core Strategy and the Allocations & Infrastructure Development Plan documents.

Questions were asked about the content of the consultation and the timescale.

The Planning Authority would be looking, in particular, at sustainability issues (including transport), implications of climate change, community development, settlement boundaries, public open space, housing provision, green infrastructure, town centre development and retailing.

DMDPD consultation would start April/May 2011 with an Issues & Options report, resulting in a Preferred Options report and further consultation in September 2011. Publication of the final policy documents would take place in February 2012 with a further and final period of consultation before submission to the Secretary of State for an Examination in Public. The Planning Inspector will provide binding recommendations with final adoption taking place in May 2013.

The Chairman thanked the MDDC Forward Planning & Conservation officer for attending the meeting and providing valuable information on the planning process.

**192. Public Question Time**

None. Representatives from Upton Hellions Parish Meeting, Bampton Town Council and Crediton Produce Market were present for agenda items 4 (Presentation) and 14a (Town Square) respectively.

**193. Localism Bill – Right to Challenge, Right to Buy**

Following a suggestion at the previous meeting, the MDDC Chief Executive was asked to provide an insight into the Localism Bill - Right to Challenge and Right to Buy.

He confirmed that, at this stage, it was very difficult to understand how these proposals would work in practice, in particular, the Community Right to Buy. He also questioned the need or demand for this. The local planning authority would be expected to compile and maintain a list of community assets. Compensation would be made available to landowners but it was unclear how much and where this funding would come from. In theory, it would appear the government would compensate local authorities. The current framework allows for existing local authority assets to be transferred to community groups (including town & parish councils) at little or no cost. Privately or commercially owned land or buildings would require government or local authority compensation before an asset could be purchased or transferred.

Local authorities would need to consult extensively on this, once the details became clearer. It was unlikely that the legislation would be implemented before 2012. It would form a sizeable piece of work for planning authorities and he envisaged that it would take, at least, 12-24 months.

Following questions from members, he confirmed that these proposals did not replace compulsory purchase regulations.

The purchase or transfer of MDDC assets was always open to discussion.

The review, after 5 years, of the asset list appeared to be a sensible proposal. It did not preclude the continuing inclusion of a generally accepted valuable community asset.

**194. Mid Devon District Council - Town Square**

The MDDC Deputy Chief Executive provided some facts and information in relation to Town Square usage. Managing the Town Square was effectively cost neutral (excluding staff time) in that electricity costs were completely covered by income receipts. He agreed that there was, potentially, a missed opportunity in not using the Town Square to its full potential and encouraged greater involvement from the Town Council.

Members (of the Council and public) asked several questions, particularly in relation to the booking form and the terms and conditions, which were regarded as off-putting, and the Square's use as a possible car park.

The Deputy Chief Executive agreed that the booking form could be revised and would ask for a review. He continued by explaining the need for a risk assessment and public liability insurance. A risk assessment and insurance would depend on the use. The casual use of the Square would not, necessarily, require booking or insurance cover. However, any organised or advertised events would need prior notification and compliance with recognised procedures. MDDC would continue to be sensitive to peoples needs and would provide as much assistance as necessary. MDDC would also welcome the Town Council's involvement.

He agreed to look into the possibility of assisting the Produce Market in locating suitable storage space for equipment and materials.

He confirmed that the current surface (as apposed to tarmac) was not suitable for use as a static car park and that any modifications to accommodate this use would require major modifications to the Town Square and at considerable cost. The Square was designed specifically for its current use; there was no storage facility or capacity for surface water drainage from a hard surface like tarmac. A member confirmed that, prior to the resurfacing with a permeable material, North Street, in particular, was prone to regular flooding.

The Chairman thanked the Deputy Chief Executive for attending and discussing these issues.

**195. Chairman's & Clerk's Announcements**

The Chairman reported that a small reception would be held for French visitors with the assistance of the Twinning Association. The reception would be held on Saturday 7 May; the venue and catering would be organised by the Council as part of its agreed hospitality budget. Approximately 40 people were expected and light refreshments would be provided.

The Clerk announced that he would be publishing the Notice of Poll on Friday 18 March. He had a small supply of nomination packs for those interested in standing for the Town Council. Completed nomination forms would need to be returned to MDDC Electoral Services by noon on 4 April. He had produced and arranged for election information posters and packs to be distributed at various locations throughout the town. More posters and packs were available for councillors to distribute at other locations. He would make himself available to provide advice and guidance on the electoral process.

He continued by reminding members that the deadline for responses to the Mayor's reception was

He was continuing to make progress following the first meeting of the reconstituted Peoples Park & Scout Memorial Gardens Working Group. Meetings were planned with MDDC and other principal authorities to provide detailed plans for the renovation works.

Changes to the management structure at DCC would have an impact on existing long-established relationships. The DCC ward member had agreed to report when final details had been confirmed.

**196. Town Council Minutes**

The minutes of the Town Council meeting held on 15 February 2011 were received and approved as a correct record with the following amendment:

*Minute 184j:* replace "glue" with "lighter fuel".

**197. Matters Arising.**

*Minute 172:* Councillor Brown queried the unavailability of councillor email addresses on the new Council website. The Clerk explained that email addresses for individual

councillors could be obtained from him. In the absence of a clear policy from the Council, it had been impossible to provide individual details but the solution (generic email addresses) was being progressed with MDDC.

*Minute 184b:* Councillor Wright reported that suggested dates were 6 June, 13 June or 20 June. 20 June appeared to be the preferred date - Councillor Wright would arrange with MDDC.

*Minute 184c:* Councillor Connell reported that he had attended but had felt "out of it" as the majority of interest was centred on larger businesses Tiverton. It had been promised that the next meeting would focus on small businesses.

*Minute 184j:* Councillor Adams reported that the items had been removed from display but that problems with an adult providing these items for use by others had been noticed and reported to the authorities.

**198. General Purposes Committee Minutes**

a) *Minutes*

The minutes of the General Purposes Committee meeting held on 1 March 2011 were received and noted.

Councillor Brown questioned whether the meeting was quorate. The Chairman confirmed that it was.

*Minute 178(5):* the Clerk agreed to copy to Councillor Brown.

b) *Recommendations*

The recommendations of the Committee were approved as minuted.

**199. Planning**

a) *Planning Decisions (Primary & Supplementary Lists)*

Noted. Decisions notified by the planning authority are appended.

b) *Planning Applications (Primary & Supplementary Lists)*

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

c) *Planning Applications/Items for Determination week ending 15 March 2011*

None.

d) *Development Management Development Plan Document*

Following the question and answer session, no further issues were raised. The Council would wait for receipt of the consultation document on DMDPD Issues & Options.

**200. Finance**

a) *Schedule of Accounts*

The Clerk provided an explanation on accounts 3217, 3220 and 3223. The Schedule of Accounts, numbers 3217 to 3229 including direct debit 4184 totalling £9364.13, was approved.

b) *Donation Requests*

None.

c) *External Auditor*

The Clerk reported the recently announced changes to the appointment of the Council's External Auditor. Following concerns from the Clerk and members, the Clerk was asked to confirm that no additional costs would be incurred by the Council as a result of the Audit Commissions decision to relocate the district auditor from Plymouth to Bolton.

**201. Devon County Council**

a) *On-Street Parking*

Councillor Brookes-Hocking was asked to provide a short report following recent MDDC working group meetings. She agreed to circulate copies of the meeting notes.

It was agreed to call a meeting of the newly formed Policy and Forward Planning Working Group to discuss various issues and report back to the Council, with recommendations on a course of action. Councillor Brookes-Hocking to arrange.

b) *Bus Services*

Several councillors reported comments from members of the public about changes to town bus services. This represented another example of failure to consult.

The County ward member had presented a petition, to the DCC Cabinet, requesting the restoration for rural services, which was defeated. It was felt that the changes severely inconvenienced and hampered the essential needs and the commercial viability of rural communities.

The Town Council had asked for the routing and timing of the town bus service to match the Tesco bus service which now runs almost empty. There is, however, an urgent need for the revised timetable to be augmented by the reinstatement of the timed journey to the school at 1505.

**202. Localism Bill**

Deferred to next meeting to allow members sufficient time to consider the consultation documents.

**203. Mid Devon District Council**

a) *Town Square*

Following the information provided by the MDDC Deputy Chief Executive, councillors agreed that the main obstacles to increased use of the Square were:

- hire terms and conditions
- hire costs
- maintenance problems

It was agreed that the Clerk should write to the Deputy Chief Executive requesting that:

- the booking forms be simplified and re-written
- that no charges (including electricity) should be incurred by non-profit making organisations.
- that MDDC devise a timetable for regular cleaning and maintenance.

b) *Licensing*

There were no objections to the licensing application for the Boniface Centre.

Councillor Wright agreed to make enquiries about the apparent inconsistency in the consultation process.

**204. Councillor Reports**

a) *Air Quality Group (Councillor Brown)*

Group meetings would no longer take place. MDDC would be progressing issues in a different way. Agenda item at next Council.

b) *Street Cleaning (Councillor Downes)*

Following recent complaints, an assurance had been given by MDDC that the green machine was used only for the High Street and current cleaning schedule was not affected by the removal of the machine. Staff were also expected to cover other duties (refuse collection). The Chairman had written to the local press providing an explanation.

c) *Localism Event (Councillors Brookes-Hocking & Hughes)*

Councillors provided a brief report following attendance at a recent seminar. Councillor Brookes-Hocking would summarise and circulate notes. The DCC Leader had agreed to meet councillors when he visits Crediton in the autumn.

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

Correspondence

1. MDDC Community Safety Partnership – draft CSP Plan 2011/2012.
2. Hospiscare = letter of thanks fro TC donation.
3. Mr J Ward – letter about Town Square Christmas Tree funding. Issues to be addressed by Chairman & Clerk.
4. DCC Highways –email response about TC letter on dropped kerbs at Union Terrace.
5. DCC Transport Co-ordination – email explanation for problems with Service 340/341. Clerk to copy to Councillor Brown.
6. SLCC – Letter: Resolving Workplace Disputes – Government Consultation.
7. Plus Publishing Services – Letter: Town Guide Publisher – Introduction & Information.
8. DCC – e-mail: Huttton review briefing & statement for employers.

9. Devon & Somerset Fire & Rescue Service – e-mail: Response to Town Council’s consultation on draft Corporate Plan.
10. Local Government Pensions Committee – Bulletin: Guidance to Changes in pensions legislation.
11. NHS Devon – Letter: Transforming Community Services; changes to service provision.
12. MDDC – e-mail: Town & Parish Council Charter with MDDC.
13. Mr A & Mrs L Stoye – Notification: Name change of 117 High Street, Crediton, The Helmore Centre.
14. Chicks Children’s Charity – Letter: Donation Request, Includes financial report.
15. Macmillan Cancer Support – Invitation: Mayor’s invitation to fundraising event, Downed House 10 July 2011.

Information

1. DALC – email – Police Authority Conference Report for LCSC.
2. Clerks & Councils Direct – March Edition.
3. DALC – March/April Newsletter & Training Programme.
4. Parish Matters – Insurance Company Newsletter.
5. HMRC – guidance on PAYE for clerks
6. Sustainable Crediton - March Newsletter.
7. Vaughtons – regalia catalogue and price list.
8. CCD – Village Green – Spring Edition.
9. AMT (Action for Market Towns) – information pack.
10. Plantscape – advertising flyer and CD.
11. SLCC – The Clerk – March Edition.
12. NALC – LCR (Local Council Review) – Spring Edition.
13. SW Ambulance Service – Newsletter: Twentyfourseven – Edition 13
14. SLCC – Notification: Larger Councils’ Conference; Cardiff 14-15 Apr. 2011.

**Business Brought Forward**

**206. Town Council Office Lease**

The Chairman confirmed that the revised lease would be discussed as soon as a draft was available.

**207. Town Clock**

It was reported that one of the lights on the Town Clock was not working.

**PART TWO**

**208. Civic Award 2011**

The decision made at the Council meeting held on 15 February was upheld.

**The meeting closed at approximately 21:10**

**Signed:**

**(F Letch, Chairman)**

**Date:**

# Crediton Town Council

## PLANNING DECISIONS AND APPLICATIONS FOR TOWN COUNCIL MEETING 15 MARCH 2011

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

<b>DECISION</b>	<b>Type – Decision</b>
	Reference: <b>10/01872/FULL</b> Full planning application
	Address: Harcanville Western Road Crediton Devon EX17 3NF
	Description: Erection of a dwelling
	Decision: <b>Grant permission</b>
Web link: <a href="#">10/01872/FULL</a>	

**Planning Applications** -

<b>APPLICATION</b>	<b>Type – Application</b>
	Reference: <b>11/00189/FULL</b> Full Application Registered 02/03/11
	Address: Brent House, Tolleys, Crediton, EX17 1HG
	Description: Erection of two storey extension to rear
	Web link: <a href="#">11/00189/FULL</a>
<b>No Objections -</b>	

# Crediton Town Council

## SUPPLEMENTARY PLANNING DECISIONS AND APPLICATIONS FOR TOWN COUNCIL MEETING 15 MARCH 2011

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

<b>DECISION</b>	<b>Type – Decision</b>
	Reference: <b>11/00014/FULL</b> Full planning application, registered 17/01/2011
	Address: Land at NGR 283629 100288 (Car Park For Holy Cross Church) Church Lane Crediton Devon
	Description: Creation of additional parking spaces and works to the layout of the existing car park including the removal of central island and 1 Holly tree (Revised Scheme)
	Decision: <b>Grant permission</b>
Web link: <a href="http://11/00014/FULL">11/00014/FULL</a>	

**Planning Applications** -

<b>APPLICATION</b>	<b>Type – Application</b>
	Reference: <b>11/00337/CAT</b> Conservation Area Application Registered 03/03/11
	Address: Astolat, Western Road, Crediton, Devon
	Description: Notification of intention to remove 2 Leyland Cypress trees within a Conservation Area
	Web link: <a href="http://11/00337/CAT">11/00337/CAT</a>
<b>No Objections -</b>	