



Credition Town Council



Minutes of a Meeting of the Town Council held in the Council Chamber at 7pm on 22nd January 2013

Present:	Councillors	Mr F Letch (Chairman) Miss J Harris Mr R Adams (part meeting) Mrs L Brookes-Hocking Mr J Downes Mr M Szabo Mr W Dixon Mrs L Conyngham Mrs G Ford Mr N Way Mr A Wyer
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In Attendance:	Clerk Press	Mrs J Morris 1
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AGENDA ITEMS

202. To receive apologies

None

203. Declarations of Interest

Code of Conduct	Councillor Downes and Councillor Way	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 Adams	Planning application no. 12/01668/FULL as he is joint owner of an adjacent property
Personal	Councillor Downes	Item 210 (Finance) as his is employed by the Credition Arts Centre

204. Public Question Time

None

205. Meeting Management

None

206. Chairman's & Clerk's Announcements

The Chairman reported as follows:

- He has asked for an update on the Peoples' Park Access Path to be placed on the agenda for the Finance & General Purposes Committee meeting on 5th February 2013.
- The Old Town Hall has been booked for a Twinning Reception on Saturday 22 June to celebrate the 20th anniversary of twinning with Avranche.
- The Devon Wildlife Trust has agreed to visit Peoples' Park to advise on attracting wildlife to the park. The Council will be expected to pay their travelling expenses from Exeter.
- He has accepted an invitation to tour Chiddenbrooke Surgery.

- e) He has been invited to tour the CHAT facilities in Tiverton and will be arranging a visit.

Councillor Adams joined the meeting

207. Town Council Minutes: The minutes of the Town Council meeting held on 18 December 2012 were received and approved as a correct record after amending Item 179 (Public Question Time) and item 184 (Crediton Area History and Museum Society) to read Mr Edwards (not Councillor Wright), (Councillor Harris proposed, Councillor Dixon seconded).

208. Matters Arising

Minute 187: Floral Crediton, Councillor Szabo reported that it would not be possible to plant trees in the area suggested but an alternative area in front of the Bike Shed could be investigated.

Minute 191: St Lawrence Chapel, Councillor Dixon asked if the suggestion of installing a directional finger post to make people aware of the chapel's location could be pursued. Councillor Way agreed to take it forward and investigate the best way to achieve this. He will report his findings back to the Clerk.

Minute 199: Graffiti on side of building, Councillor Szabo asked if this was being pursued and it was reported that a letter would be sent to the local estate agents with a request that it is forwarded to the owner of the property.

209. Finance Committee Meeting Minutes

a) *Minutes*

The Minutes of the Finance Committee meeting held on 8 January 2013 were received and noted.

b) *Finance Committee Recommendations, Budget and Precept*

The recommendations contained in the minutes of the Finance Committee meeting held on 8 January 2013 were approved. A budget of £136,860 and to claim a precept of £136,800 for 2013-14 was approved. (Councillor Brookes-Hocking proposed, Councillor Dixon seconded).

It was further agreed that the Council writes to MDDC to request that it investigates centrally funded assistance for those councils negatively affected by the localisation of council tax support. (Councillor Harris proposed, Councillor Dixon seconded)

NOTES

1. It was recorded that Councillor Adams voted against the motion to approve the budget and precept.

2. Discussion with regard to the Finance Committee minutes included:

Minute 9: Town Banner Project: Councillor Szabo suggested that the project group is asked to make a flag for the Town Council Chamber. It was suggested that he attends a meeting of the Group, due to be held the following evening, to put forward his suggestion. Councillor Brookes-Hocking asked that he make it clear that he is making the request as a member of the public and not on behalf of the Council.

Minute 12: Budget & Precept, Councillor Downes stated that he had been approached by a member of the public who had concerns about the Council increasing its precept in a time of austerity. It was agreed that an open letter is sent to the local newspaper explaining why the Council has increased its precept, what the Council has achieved and what it intends to do. (Councillor Downes proposed, Councillor Dixon seconded)

c) *NALC Survey: Localisation of Council Tax Support*

The survey asks three questions about the impact the localisation of council tax has had on local councils. It was agreed to find out from MDDC what percentage of the available Council Tax Benefit grant the Council will be receiving and explain that the council's tax base has shrunk by 2% between 2012-13 and 2013-14. The impact of

this is that the council has had to increase by 2% in order to stand still. If there had been a 100% base then the 3.6% rise would have resulted in the Council having more money to spend on local services.

210. Finance

- a) *To approve the schedule of accounts.*

NOTE: Councillor Downes declared a personal interest in respect of grant cheques to the Crediton Arts Centre as he is employed by the Crediton Arts Centre. He abstained from voting.

RESOLVED: That the Schedule of Accounts and payment of cheque numbers 3612 to 3630 and direct debit numbers 4608, 4599 and 4616 totalling £30,422,34 are approved (Councillor Harris proposed, Councillor Szabo seconded)

- b) *Grant application from Crediton Scout Group*

The application from Crediton Scout Group was deferred in accordance with the Council's policy of considering applications in April and November of each year.

211. Planning

- a) *Planning Decisions*

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.

NOTE: Councillor Adams declared a personal interest in respect of planning application no. 12/01668/FULL. He made a short statement and then withdrew from the meeting whilst the application was discussed and took no part in voting.

- c) *Planning application no. 12/01398/MFUL for change of use to motor sports at Denbury Farm (Crediton Hamlets parish)*

Councillor Way had asked for this application to be considered by the Council as he had received several complaints about noise from residents in the Alexander Road area. Discussion ensued about a noise management plan. Councillor Way agreed to draft a response, based on comments made at the meeting, which he will forward to the Council office.

- d) *Electronic planning applications*

Concerns expressed that electronic applications are often difficult to read and that there are people who do not have access to a computer. It was felt that there should be at least one hard copy of every application. It was agreed to respond stating that the Council considers that one hard copy for every application should still be maintained and that the quality of the systems and the plans would need to be improved if people are expected to read the plans electronically. There should be a monitor available for members of the public that do not have access to a computer to view plans.

- e) *MDDC Supplementary Planning Document: parking provision in new development*

Discussion ensued and it was agreed that Councillor Brookes-Hocking and Councillor Conyngham will draft a response for consideration at the Finance & General Purposes Committee meeting on 5th February. Members were asked to get their comments to Councillor Brookes-Hocking by 1st February 2013.

- f) *MDDC Local Plan Part 3 Examination: 13/14 March 2013*

It was agreed to resubmit the Council's submission (Councillor Letch proposed, Councillor Szabo seconded)

212. Mid Devon Car Parking signs

Mid Devon Councillor Wright had contacted the Council to request permission for “£1 for 5 hours” parking signs to be erected on the Exhibition Road allotment site as Devon County Council had removed one from Exhibition corner for safety reasons. It was agreed that the Council writes to Devon County Council objecting to the removal of the sign and supporting MDDC’s choice of location on Exhibition corner as it is very noticeable. (Councillor Brookes-Hocking proposed, Councillor Harris seconded).

213. Devon schools admission and transport arrangements 2014-15 consultation

It was agreed that Councillor Brookes-Hocking and Councillor Conyngham will draft a response for consideration at the Finance & General Purposes Committee meeting on 5th February 2013.

214. Buckingham Palace Garden Parties

It was agreed that Councillor Letch is nominated for inclusion in a ballot for tickets to a Buckingham Palace Garden Party.

215. Mid Devon Scouts, St Georges Parade

It was agreed that the Council had no objections to the proposal by Mid Devon Scouts to request a temporary road closure on Sunday 21 April between 2.30pm and 3pm for their St George’s Day parade.

216. Councillor Reports

None

217. Correspondence received and Items of Information

1. DCC – Meeting Briefing Notes: Devon Pension Fund Employers Meeting 27 Nov. 2012.
2. Dr E.Kyte/CTC – e-mail exchange: Reports of flooding at Fordton, (19 Dec. 2012).
3. Dept. for Transport – Letter to Mr B.Edwards, (cc CTC): Loading Bay markings, CREDITON High Street.
4. NHS Blood & Transplant – Letter: Request for Aid in Promoting Blood Donor Sessions, (*Poster on CTC Notice Board*).
5. Charlesworth Nicholl Solicitors – Remittance Advice: Refund of Overpaid Land Registry Charges, (£2-).
6. BlackRock Investment – Remittance Advice: Final Interest and Dividend Payments, Peoples Park Fund, (*Fund closed and £2,382.81 received 12 Dec. 2012*).
7. MDDC – Notification: Submission of Local Plan Part 3 to Secretary of State, (*Agenda Item 10.g*).
8. DCC/CTC – e-mail exchange: Update on Exeter Road Link Road, (*As requested Town Council meeting 18 Dec. 2012*).
9. EDF Energy – Letter: Invitation to participate in free “Smart Meter” Trial, (*Future Agenda Item?*).
10. Royal Mail – Mail, (*2), Returned to Sender: CTC Recorded Delivery Letters returned, (*Confidential*).
11. The Silvanus Trust – Letter: Request to Participate in Survey for “The Big Tree Plant”.
12. St Boniface Concert Society – Letter: Thank You for Annual Donation Grant.
13. J.Smye – e-mail: Request update on TAP Fund Application for Peoples Park/Scout Memorial Gardens Project, (To MDDC).
14. Fields In Trust – Letter: Notification of New Chief Executive, Helen Griffiths.
15. Mr & Mrs Collier – Letter, Pre-application consultation for redevelopment of site in St Saviour’s Way

Information

1. Friends of Crediton Museum – Newsletter: Dec. 2012.
2. Involve Mid Devon – Notification & Newsletter: New Address as of 21 January 2013, (Sunningmead Community Centre).
3. Devon Community Recycling Network – Newsletter: “Junkmail”, Issue 11 2012.
4. South West in Bloom – Newsletter: Autumn 2012.

5. DALC – Newsletter: Jan. 2012, (*Distributed previously to Councillors via e-mail*).
6. MDDC – Newsletter: “Parish Matters”, Jan. 2013, (*Distributed previously to Councillors via e-mail*).
7. RHS – Newsletter: “Growing Communities”, Winter 2012-13.
8. South West Water – “WaterFuture”: 25 Year Plan Summary, 2015-2040, *Full Business Plan to be Submitted to Ofwat, 2014*).
9. SLCC – Newsletter: “The Clerk”, Jan. 2013.
10. Clerk & Councils Direct – Newsletter: Jan. 2013.
11. P.Vincent – Draft Prospectus: Proposal for “Music in Crediton”, local, cultural, charitable organisation.
12. Tarka Rail Association – Newsletter: Winter 2013, Issue 39.
13. DCC – Newsletter, Devon Pension Services
14. MDDC – Press Release, Could you be a Nappy Advisor?
15. MDDC – Press Release, Council meeting dates
16. Devon Senior Voice – Newsletter
17. Crediton Gazette – Newspaper article, Buller Square

218. Business brought forward: At the direction of the Chairman, to report on matters not on the agenda and for information only.

- a) Parish Paths Partnership: Councillor Conyngham asked if a meeting could be arranged.
- b) Trenavin Community Trust: Councillor Szabo reported that a member of the Trust is willing to come along to a council meeting in March to give a report on the status of the Trust.
- c) Councillor Downes reported that the bus stop sign on the corner of Park Road/Exeter Road needs to be re-erected. Clerk to contact DCC.
- d) Councillor Way reported that a salt bin had been installed at the bottom of Alexander Road. Construction of the link road may be deferred until Summer/Autumn instead of Spring as originally intended. DCC are working with land owners to look at making improvements to Marsh Road.

The meeting closed at approximately 20:40

Signed:

(Chairman)

Date:

Credition Town Council

SCHEDULE OF ACCOUNTS SUBMITTED TO A MEETING OF THE TOWN COUNCIL

22 January 2013

Cheque Number	Ref.	Comment	Sub-Total	Total
3612	4600	Information Commissioner Annual Registration	LGA'72 S111	35.00
3613	4601	Credition Courier Vacancy Advertisement	LGA'72 S111	180.00
3614	4602	MDDC Monthly IT Support Jan.'13	LGA'72 S111	216.00
	4603	Payroll Dec.'12	LGA'72 S111	1,391.15
3615	4604	Concorde Copiers Monthly Printer Costs	LGA'72 S111	29.86
3616	4605	Mrs J.Morris Contract Fees Dec.'12	LGA'72 S111	710.00
3617	4606	Exeter Garden Design Access Path Site Inspection	OSA '06 S10	81.60
3618	4607	JTT Contracting Access Path 1st Payment	OSA '06 S10	22,777.43
3619	4609	SLCC Enterprises Ltd Vacancy Advertisement	LGA'72 S111	144.00
3620	4610	A.M.Lane SMG Project Tree Advice to Contractors	OSA '06 S10	168.30
3621	N/A	CAH&MS TAP Fund Payment Forwarded	LGA'72 S111	600.00
3622	N/A	Credition Youth Theatre Festival 2013 Donation	LGA'72 S137	500.00
3623	N/A	CRAMP Music Market Donation	LGA'72 S137	500.00
3624	N/A	Credition Arts Centre Primary Schools Festival 2013 Project	LGA'72 S137	450.00
3625	N/A	Credition Arts Centre Three Festival 2013 Projects	LGA'72 S137	750.00
3626	4611	JB Confidential Confidential Waste Destruction	LGA'72 S111	8.40
3627	4612	Peter Davis RIBA Scout Memorial Gardens Project Fees	OSA '06 S10	1,228.69
3628	4613	DALC New Councillor Training, Cllr. Wyre	LGA'72 S111	30.00
3629	4614	SLCC Annual Subscription, (1 only)	LGA'72 S111	145.00
3630	4615	John Gillard Cleaning Services War Memorial Area Pressure Wash	WMLAPA1923 S1	265.00
D/D		To be Paid by D/Debit 25 Jan. 2013		
	4608	EDF Energy Bandstand Electricity	LGA'72 S111	21.51
D/D		To be Paid by D/Debit 01 Feb. 2013		
	4599	SW Water Barnfield Allotments	SHAA 1908 S26	42.62
D/D		To be paid D/Debit 01 Feb. 2013		
	4616	BT Office Telephone Bill	LGA '72 S111	147.78
Total				30,422.34

Credition Town Council

BANK BALANCES SUBMITTED TO A MEETING OF THE TOWN COUNCIL

TOWN COUNCIL
22 January 2013
(As @ 17 Jan. 2013)

Lloyds Current	3,336.67
Precept Reserve	78,576.93
Reserves	42,570.97
Petty Cash	49.27
Income Petty Cash	17.01
Total	124,550.85

Credition Town Council

Credition Town Council

ASSETS & COMMITMENTS SUBMITTED TO A MEETING OF THE

TOWN COUNCIL
22 January 2013
(As @ 17 Jan. 2013)

Bank & Cash Holdings	124,550.85
VAT	19,653.72
Creditors (Suppliers & Liabilities)	-30,422.34
Debtors (Customers)	1,560.00
Total	115,342.23

Crediton Town Council

PLANNING DECISIONS AND APPLICATIONS FOR THE TOWN COUNCIL MEETING 22 JANUARY 2013

Planning Decisions – as notified by the Planning Authority:

DECISION	<p>Type – Decision</p> <p>Reference: 12/01544/FULL Full planning application Address: Land and Buildings at NGR 282652 100356 (Adjacent to 1 Landscore Close) Landscore Close Crediton Devon Description: Erection of a single storey dwelling with associated access and parking area Decision: Grant permission</p> <p>Web link: 12/01544/FULL</p> <p>Previous CTC Comments: No objections CTC Revised Comments: No Objections</p>
DECISION	<p>Type – Decision</p> <p>Reference: 12/01572/FULL Full planning application Address: 7 Okefield Road Crediton Devon EX17 2DN Description: Raising roof height of bungalow and garage to form first floor accommodation and construction of dormer windows Decision: Grant permission</p> <p>Web link: 12/01572/FULL</p> <p>Previous CTC Comments: No Objections – Although Councillors observed that velux style roof lights would protect neighbouring properties' privacy better than the proposed dormer windows.</p>

DECISION

Type – Decision

Reference: **12/01698/FULL** Full planning application, registered 30/11/2012
Address: 5 Okefield Road Crediton Devon EX17 2DN
Description: Raising roof height of bungalow and garage to form first floor accommodation
Decision: **Withdrawn**

Web link: [12/01698/FULL](#)

CTC Comments: NO OBJECTIONS

DECISION

Type – Decision

Reference: **12/01641/LBC** Listed Building Consent, registered 19/11/2012
Address: 25 High Street Crediton Devon EX17 3AH
Description: Listed Building Consent for the change of use of rear element of shop to A3 use to form tea room/restaurant
Decision: **Grant permission**

Web link: [12/01641/LBC](#)

CTC Comments: NO OBJECTIONS

DECISION

Type – Decision

Reference: **12/01781/DCC** Devon County Council
Address: Lower Park Farm Crediton Devon EX17 3PR
Description: Regulation 3 (General Permitted Development) Order 1995 Part 31 - Prior Notification of proposed demolition of dilapidated two storey traditional agricultural building not suitable for modern agricultural use
Decision: **No Objection**

Web link: [N/A](#)

CTC Comments: N/A

DECISION	Type – Decision
	Reference: 11/01979/FULL/NMA Non-Material Amendments
	Address: 10 Lamejohns Field Crediton Devon EX17 1EB
	Description: Erection of extension
	Decision: Grant permission
Web link: 11/01979/FULL/NMA	
CTC Comments: N/A	

Planning Applications

APPLICATION	Type – Application
	Reference: 12/01765/FULL Full planning application, registered 12/12/2012
	Address: Henley House Crediton Devon EX17 3PR
	Description: Erection of two conservatories and installation of bay windows
	Web link: 12/01765/FULL
CTC Comments: NO OBJECTIONS	

APPLICATION	Type – Application
	Reference: 12/01710/LBC Listed Building Consent, registered 12/12/2012
	Address: Henley House Crediton Devon EX17 3PR
	Description: Listed Building Consent for erection of 2 conservatories, loft conversion and internal and external alterations
	Web link: 12/01710/LBC
CTC Comments: NO OBJECTIONS	

APPLICATION

Type – Application

Reference: **12/01758/LBC** Listed Building Consent, registered 13/12/2012
Address: 4 Buller Square Downeshead Lane Crediton Devon EX17 1HF
Description: Listed Building Consent for the reconstruction of building following fire damage
Web link: [12/01758/LBC](#)

CTC Comments: RECOMMEND APPROVAL

APPLICATION

Type – Application

Reference: **12/01759/LBC** Listed Building Consent, registered 13/12/2012
Address: 27 Downeshead Lane Crediton Devon EX17 1HH
Description: Listed Building Consent for reconstruction works due to fire damage
Web link: [12/01759/LBC](#)

CTC Comments: RECOMMEND APPROVAL

APPLICATION

Type – Application

Reference: **12/01756/CAT** Conservation Area Consent, registered 12/12/2012
Address: The Old Palace Church Lane Crediton Devon EX17 2AH
Description: Notification of intention to carry out works to 1 Beech tree within a Conservation Area
Web link: [12/01756/CAT](#)

CTC Comments: NO OBJECTIONS PROVIDED THE PROPOSAL IS SUPPORTED BY THE TREE OFFICER OR A SUITABLY QUALIFIED ARBORICULTURALIST

Type – Application

Reference: **12/01592/FULL** Full planning application, registered 19/12/2012
 Address: Glendower Court Station Approach Crediton Devon
 Description: Erection of 3 flats following demolition of two existing garages

Web link: [12/01592/FULL](#)

CTC Comments: RECOMMEND REFUSAL FOR THE FOLLOWING REASONS:

- **OVERDEVELOPMENT OF SITE WHICH IS A PUBLIC SAFETY ISSUE**
- **LACK OF PARKING IN AN ALREADY DENSELY POPULATED AREA. THIS PROPOSAL TAKES AWAY EXISTING PARKING AND THERE IS NO PARKING PROVISION FOR THE PROPOSED DWELLINGS**

Type – Application

Reference: **12/01772/FULL** Full planning application, registered 14/12/2012
 Address: 27 Downeshead Lane Crediton Devon EX17 1HH
 Description: Reconstruction works due to fire damage

Web link: [12/01772/FULL](#)

CTC Comments: RECOMMEND APPROVAL**Type – Application**

Reference: **12/01773/FULL** Full planning application, registered 14/12/2012
 Address: 4 Buller Square Downeshead Lane Crediton Devon EX17 1HF
 Description: Reconstruction of house following fire damage

Web link: [12/01773/FULL](#)

CTC Comments: RECOMMEND APPROVAL

APPLICATION

Type – Application

Reference: **12/01668/FULL** Full planning application, registered 24/12/2012
 Address: 122 - 123 High Street Crediton Devon EX17 3LQ
 Description: Change of use of ground floor shop from A1 retail to A2 financial and professional services
 Web link: [12/01668/FULL](#)

CTC Comments: RECOMMEND REFUSAL AS THE PROPERTY IS WITHIN THE CREDITON PRIMARY SHOPPING FRONTAGE AREA AS IDENTIFIED IN LOCAL PLAN PART 3 (SEE PROPOSALS MAP) AND THE COUNCIL CONSIDERS THAT SHOP UNITS IN THIS AREA SHOULD REMAIN IN RETAIL USE

APPLICATION

Type – Application

Reference: **13/00041/OUT** Outline Application, registered 08/01/2013
 Address: Reservoir at NGR 282480 100906 George Hill Crediton Devon
 Description: Outline for the erection of 3 dwelling following demolition of reservoir and existing building
 Web link: [13/00041/OUT](#)

CTC Comments: NO OBJECTIONS PROVIDED THAT FOOTPATHS ARE CONSTRUCTED AROUND THE PROPERTIES AND THE FOOTPATHS AREAS AROUND UPPER DECK ARE TARMACED AND COMPLETED

APPLICATION

Type – Application

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
 Web link: [13/00076/FULL](#)

CTC Comments: NO OBJECTIONS