



# Crediton Town Council



Minutes of Crediton Town Council Meeting held on Tuesday 19<sup>th</sup> March 2013  
at 7pm at the Council Chamber, Market Street, Crediton

---

<b>Present:</b>	<b>Councillors</b>	<b>Mr F Letch (Chairman)</b> <b>Miss J Harris</b> <b>Mr R Adams</b> <b>Mrs L Conyngham</b> <b>Mr W Dixon</b> <b>Mr M Szabo</b> <b>Mr N Way (part meeting)</b> <b>Mr A Wyer</b> <b>Mr P Vincent (part meeting)</b>
<b>In Attendance:</b>	<b>Town Clerk</b> <b>Assistant Town Clerk</b> <b>Trenavin Fund</b> <b>Public</b> <b>Press</b>	<b>Mrs C Dalley</b> <b>Mr M Ashley</b> <b>Mr F Bristow</b> <b>1 Mid Devon District Councillor</b> <b>1</b>

---

## AGENDA ITEMS

### 263. To receive apologies

It was **resolved** to receive and accept apologies from Cllr Mrs E Brookes-Hocking, (personal reasons), Cllrs J Downes and G Ford, (medical reasons). (Cllr Miss Harris proposed, Cllr Mrs Conyngham seconded)

### 264. Declarations of Interest

Code of Conduct	Councillor Way	As a member 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	Cllr Way	<i>Minute 283a: DCC Ward Member</i>

*Cllr P Vincent joined the meeting.*

### 265. Presentation on The Trenavin Trust

Mr F Bristow briefed Councillors on the background to the establishment of the Trenavin Trust, as a result of the development of the site at Trenavin, George Hill. The purposes of the trust were outlined which is to help those of the christian faith as well as being for the benefit of the community of the town.

### 266. Public Question Time

There were no questions. Mr Derek Coren, Mid Devon District Councillor was invited to join Town Councillors at the table.

### 267. Order of Business

It was **resolved** to defer the item on the County Council Traffic Regulation Order as necessary, for the arrival of the County Council Ward member, Councillor Way.

**268. Chairman's and Clerk's Announcements**

The Chairman, Cllr Letch, reported the following:

- The Mayor's Chain was being repaired due to a broken chain link.
- He and the Clerk had attended a meeting of the Creedy Local Action Group.

Cllr Letch suggested that the District Council's Licencing Officer attend a Council meeting to brief members on the CCTV system and its usage.

The Clerk advised that a report prepared by Cllr Mrs Brookes-Hocking was available at the end of the meeting regarding Crediton Christmas Illuminations 2013, which will be an item for discussion at the Finance and General Purposes Committee to be held on 9<sup>th</sup> April 2013.

Cllr Letch asked for Councillors to attend the Farmers' Market surgery on Saturday, 6<sup>th</sup> April 2013 as he would be absent.

**269. Town Council Minutes – To approve and sign the minutes of the Crediton Town Council Meeting held on 19<sup>th</sup> February 2013 as a correct record**

Copies had been circulated with the agenda. It was **resolved** to approve, and sign, the minutes of the Town Council meeting held on 19<sup>th</sup> February 2013, as a correct record. (Proposed Cllr Mrs Conyngham, seconded Cllr Wyer).

**270. Matters Arising**

There were no matters arising.

**271. Finance and General Purposes Committee Meeting Minutes - To receive the minutes of the Finance and General Purposes Committee meeting held on 5<sup>th</sup> March 2013 and to ratify the decisions therein.**

Copies had been circulated with the agenda. Cllr Dixon stated that the comments he had requested to be minute'd, concerning the thanks of the Council to Mrs J Morris, for her work and effort in supporting the Clerk's Office had not been recorded within the minutes and requested that the minutes be amended. This was echoed by those members present at the Committee meeting.

Cllr Szabo expressed concern that the Allotment Association had not kept Council fully informed of their actions. The Chairman advised that the Council had no representative on the Association's Committee and suggested this issue be addressed at the Council's Annual Meeting.

It was **resolved** to receive and to ratify the decisions therein, the minutes of the Finance and General Purposes Committee meeting held on 5<sup>th</sup> March 2013.

**272. Finance – To approve the schedule of accounts.**

The schedule of accounts was presented at the meeting. It was **resolved** to approve the schedule of accounts and cheque numbers 3647 to 3651 totalling £1,373.18 attached as Appendix A. (Proposed by Cllr Miss Harris, seconded by Cllr Letch)

**273. To consider and agree when the Mayors Chain should be worn**

The Chairman briefed members on the wear and tear on the links of the Mayor's chain. It was resolved as follows:

- the chain should only be worn on formal occasions and not at Council meetings
- the Badge of Office should be worn on the ribbon for routine functions.
- the Clerk to investigate a title bar for the Mayor's ribbon, similar to that proposed for the Mayor's Consort badge.

(Proposed by Cllr Wyer, seconded by Cllr Miss Harris)

**274. To receive an update from the Mayor on the Twinning Association's Mayors Reception and to consider any further actions required for the event**

The Chairman briefed Councillors on the planned reception for the Twinning Association's twentieth anniversary. The event will take place in the Old Town Hall, starting at 4.00 pm on 22<sup>nd</sup> June 2013, with refreshments including pasties and cider as well as a Devon cream tea. It

was noted that two longstanding French members of the twinning organisation are ending their roles and the Crediton Association have requested the Council present commemorative Council plates in recognition of their efforts. It was **resolved** for two plates, to be presented. (Proposed by Cllr Miss Harris, seconded by Cllr Mrs Conyngham)

**275. To consider the report from Cllr Conyngham regarding the Devon Remembers Commemorative Project and to agree any further actions.**

Cllr Mrs Conyngham briefly informed members of the Devon Remembers project, emphasising the need to ensure the young understand the importance and significance of the memorial and that they are encouraged to participate. Cllr Dixon questioned the suitability of commemorating the start of World War One instead of the end of it in 1918.

**276. To receive an update on the bus stop situated outside Lloyds Bank and agree any further actions.**

The Clerk briefed Councillors on the meeting held between the Assistant Clerk and the Devon County Council Highways Engineer concerning options for the redesign of the bus stop. It was suggested that the solution was to move the bus stop entirely to the west side of Silbury Place, outside the White Swan. Despite some doubt that getting the stop moved was achievable, it was **resolved** to defer the item for Councillors to individually inspect the site for future consideration.

**277. To consider and agree a course of action regarding the changes in the terms and conditions to car parking in Mid Devon District Council car parks**

District Councillor Coren briefed members on the actions of District Council Ward Members in relation to this item. Ward Members have asked the District Council's Scrutiny Committee to represent to MDDC Cabinet their objections to price rises in St Saviours Way, Crediton and Phoenix Lane, Tiverton, car parks. They have also submitted representations to the Cabinet over restrictions on return times to the car park. A final decision will be made at Cabinet at the end of March 2013. Councillor Coren believed that Cabinet will accept not raising prices and, hopefully, also not introducing the no return within two hours policy.

It was **resolved** to write to the Leader of the District Council, opposing the price rises and the no return time policy. (Proposed by Cllr Dixon proposed, seconded by Councillor Miss Harris and approved unanimously)

**278. To receive details of the proposed planting scheme and design for People's Park easy access ramp.**

The proposals for the planting phase of the easy access ramp project were received. It was agreed that there was no requirement for the Peoples Park and Scout Memorial Gardens Working Group to meet and that this item would be considered at Council or the Finance and General Purposes Committee when required.

**279. To agree how many three tier flower towers will be purchased for Market Square.**

It was noted that three full towers have had sponsorship pledged with some businesses still to respond. It was **resolved** to order four towers with the Council supporting the cost of any shortfall in the sponsorship of the fourth tower. (Proposed by Cllr Miss Harris, seconded by Cllr Mrs Conyngham).

**280. Planning**

**a) To receive notification of decisions made by the Planning Authority**

Decisions notified by the Local Planning Authority are attached as Appendix B.

It was **resolved** to note the decisions of Mid Devon District Council, the determining Authority, with conditions as filed.

**b) To consider planning applications**

It was **resolved** to make comments in respect of planning applications considered at this meeting, which are attached as Appendix B.

- c) **To consider planning applications and items for determination received for week ending Tuesday 19 March 2013, after the agenda was prepared**  
It was **resolved** to recommend decisions on applications 12/01786/FULL and 13/00075/FULL, which are attached as Appendix C.

## 281. Devon County Council Items

### a) **Crediton Traffic Regulation Order**

This item was deferred until the arrival of the County Council Ward Member.

### b) **Proposed Dedication of the Sandford Millennium Path**

The consultation on the proposed dedication of the Sandford Millennium Path was received and considered. It was **resolved** to support the adoption of this path by the County Council (Proposed by Cllr Mrs Conyngham, seconded Cllr Adams).

## 282. Councillor Reports

- a) Cllr Szabo reported having attended an exhibition of future plans at the Methodist Church. The plans included updates to the buildings & refurbishments. It was expected that permissions would be in place by July 2014 then the church will close for nine months whilst the work is carried out.
- b) Cllr Mrs Conyngham reported:
- attending Crediton District Methodist Forum.
  - the trees around the Old Tiverton Road play area had been cut down. Cllr Mrs Conyngham did not consider this to add to the safety of the play area.

## 283. Devon County Council Items

### a) **Crediton Traffic Regulation Order**

Deferred from item 281

Councillors expressed concern at the lack of consultation prior to the issuing of the order and noted there were a number of additional suggestions that Councillors had for improved parking restriction markings.

*Cllr Way joined the meeting and declared a personal interest as the County Council Ward Member.*

Councillor Way gave members more information on the background to the Traffic Regulation Order and suggested holding a meeting with County Council Officers to discuss changes. It was **resolved** for the Clerk to write to Devon County Council expressing the Council's disappointment in the lack of consultation and to request the matter be put in abeyance for four weeks to allow the Council sufficient time to consider specific proposals and to meet with Devon County Council Officers to discuss further changes. (Proposed by Cllr Miss Harris, seconded by Cllr Adams)

## 284. Correspondence received and items of information

### Correspondence

1. Mr J West – e-mail: Complaint re. St Lawrence Green toilets, (*Incl. response from CTC & MDDC*).
2. Mr P Craske – e-mail: Councillor invitation to *Tarka Line Walks* booklets official launch event, Saturday 6 April 2013.
3. LINK Devon – e-mail: Registration with the new Healthwatch Devon organisation.
4. DCC – e-mail: Update on current Link Road progress, (*forwarded to Councillors*).
5. A Murray, (Allotment E19) – e-mail: Notification of termination of tenancy, (*Incl. CTC response*). *Clerk reported that the plot has now been let.*
6. Crediton Hamlets PC – e-mail: Link Road naming consultation complaint, (*to MDDC, cc CTC*).
7. Cllr L Conyngham – e-mail: Representation on proposed Belle Parade cycle route.

### Information

1. LCR – Newsletter: Spring 2013.
2. SLCC – Newsletter: The Clerk – March 2013.
3. DCC – Newsletter: Emergency Management – March 2013.

It was **resolved** to note the correspondence and information.

**285. Business brought forward**

There were no items.

**PART TWO ITEMS**

**286. It was resolved to that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as it involves the likely disclosure of sensitive and confidential information.**

**287. The Town Council's Civic Award - To consider nominations for the Council's Civic Award in advance of the Mayor's Reception.**

Two residents' were **resolved** to receive the Council's Civic Award to be presented at the Mayor's Reception on 15<sup>th</sup> May 2013.

**288. To receive a report from the Chairman on staffing matters and agree any further action required.**

Due to the confidential nature of this item no further information is available.

**289. Close**

The meeting closed at 9.08 pm

**Signed:**..... **Date:**.....  
(Chairman)

## Appendix A Crediton Town Council

### SCHEDULE OF ACCOUNTS SUBMITTED TO A MEETING OF THE TOWN COUNCIL

19 March 2013

Cheque Number		Ref.	Comment		Sub-Total	Total
3647	Cestrian Signs	4637	Purchase 2* "A" Boards	LGA'72 S111		130.18
3648	Sheila Dearing Design	4634	Peoples Park Planting Project Assesment	OSA 1906 S10	65.00	
		4638	Peoples Park Planting Project Concept	OSA 1906 S10	150.00	
		4634	Peoples Park Planting Project Site Visit	OSA 1906 S10	50.00	265.00
3649	Mrs J Morris	4635	Contract Fees Feb.'13	LGA'72 S111		880.00
3650	John Gillard Cleaning	4636	Bus Shelter Cleaning Mar. 2013	LGMPA 1953 S4	47.00	
		4641	SMG Bench Cleaning Up Mess	OSA 1906 S10	15.00	62.00
3651	DALC	4640	Cllr Brookes-Hocking Rising to the Challenge	LGA'72 S111		36.00
<b>Total</b>						<b>1,373.18</b>

## Crediton Town Council

### BANK BALANCES SUBMITTED TO A MEETING OF THE TOWN COUNCIL TOWN COUNCIL 19 March 2013 (As @ 13 Mar. 2013)

Lloyds Current	11,022.06
Precept Reserve	37,582.93
Reserves	42,574.64
Petty Cash	32.87
Income Petty Cash	42.00
<b>Total</b>	<b>91,254.50</b>

## Crediton Town Council

## Crediton Town Council

### ASSETS & COMMITMENTS SUBMITTED TO A MEETING OF THE TOWN COUNCIL 19 March 2013 (As @ 13 Mar. 2013)

Bank & Cash Holdings	91,254.50
VAT	8,309.98
Creditors (Suppliers & Liabilities)	-1,373.18
Debtors (Customers)	1,535.78
<b>Total</b>	<b>99,727.08</b>

# Crediton Town Council

## APPENDIX B

### PLANNING DECISIONS AND APPLICATIONS FOR THE TOWN COUNCIL MEETING 19 MARCH 2013

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

<b>DECISION</b>	<p><b>Type – Details Pursuant</b></p> <p>Reference: <b>12/00933/FULL</b> Full planning application, registered 03/07/2012 Address: 11 Barn Park Crediton Devon EX17 3JD Description: Erection of dwelling Decision: <b>Grant permission</b></p> <p>Web link: <a href="#">12/00933/FULL</a></p> <p><b>CTC Comments: No Objections -</b></p>
<b>DECISION</b>	<p><b>Type – Decision</b></p> <p>Reference: <b>13/00108/ADVERT</b> Consent to Display an Advertisement, registered 18/01/2013 Address: Integrated Dental Holdings Ltd 110 High Street Crediton Devon EX17 3LF Description: Advertisement Consent to display 1 non-illuminated wall mounted projecting sign and 1 non-illuminated wall mounted name plate sign Decision: <b>Withdrawn</b></p> <p>Web link: <a href="#">13/00108/ADVERT</a></p> <p><b>CTC COMMENTS: NO OBJECTIONS TO THE PRINCIPLE OF A REPLACEMENT SIGN BUT CONSIDER THAT THIS PARTICULAR DESIGN/COLOUR DOES NOT INTEGRATE WELL WITH THE OTHER SIGNS IN THIS CONSERVATION AREA</b></p>

**DECISION****Type – Decision**

Reference: **12/01455/ADVERT** Consent to Display an Advertisement, registered 22/11/2012

Address: Pippins Pre-School Methodist Church Union Road Crediton Devon EX17 3AW

Description: Advertisement Consent to display 2 wall mounted non-illuminated signs

Decision: **Grant permission**

Web link: [12/01455/ADVERT](http://12/01455/ADVERT)

**CTC Comments: NO OBJECTIONS**

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

Reference: **13/00080/LBC** Listed Building Consent, registered 04/03/2013

Address: Lloyds TSB Bank Plc 30 High Street Crediton Devon EX17 3AH

Description: Listed Building Consent for the installation of new signage

Web link: [13/00080/LBC](http://13/00080/LBC)

**CTC COMMENTS: The Council re-iterated its objection to the original application, 13/00082/ADVERT on grounds of excessive advertising and internally illuminated signs on the High Street, as per 13/00082/ADVERT, last month.**



**Type – Application**

Reference: **13/00139/FULL** Full Application, registered 23/01/2013  
Address: 41 High Street, Crediton, EX17 3JP  
Description: Change of use from A1 to A5 to enable sale of takeaway food

Web link: [13/00139/FULL](#)

**CTC COMMENTS: No Objection, (proposed Councillor Wyer, seconded Councillor Szabo and approved. Councillor Dixon requested his vote against be recorded).**

# Crediton Town Council

## APPENDIX C

### PLANNING DECISIONS AND APPLICATIONS, (SUPPLEMENTARY), FOR THE TOWN COUNCIL MEETING 19 MARCH 2013

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

<b>DECISION</b>	<b>Type – Decision</b>
	Reference: <b>12/01786/FULL</b> Full planning application, registered 15/01/2013
	Address: Sports Field at NGR 284557 101047 (Adjacent To Creedy Bridge) Crediton Devon
	Description: Erection of changing facilities with associated new access and car parking
	Decision: <b>Grant permission</b>
Web link: <a href="#">12/01786/FULL</a>	
<b>CTC COMMENTS: RECOMMEND APPROVAL</b>	

<b>DECISION</b>	<b>Type – Decision</b>
	Reference: <b>13/00075/FULL</b> Full planning application, registered 15/01/2013
	Address: The Cheese Cafe 11 - 12 High Street Crediton Devon EX17 3AE
	Description: Retention of change of use from A1 retail to mixed A1 retail and A3 cafe
	Decision: <b>Grant permission</b>
Web link: <a href="#">13/00075/FULL</a>	
<b>CTC COMMENTS: RECOMMEND APPROVAL</b>	