



**Minutes of Credition Town Council Meeting, held on
Tuesday, 22nd July 2014, at 7pm, at the Council Chamber, Market Street, Credition**

Present: Cllrs Mr F Letch (Chairman), Miss J Harris, Mr M Szabo, Mrs Brookes-Hocking, Mr A Wyer, Mr D Webb, Mr N Way, Mr A Adams (part meeting) Miss G Ford, (part meeting) and Mr J Downes (part meeting)
Mrs C Dalley, Town Clerk

In Attendance: 1 member of the public, 1 member of the press

1407/64 **To receive and accept apologies**

It was **resolved** to receive and accept apologies from Cllrs Mrs A Hughes and Mr P Vincent with late apologies received from Cllr J Downes. (Proposed by Cllr Harris, seconded by Cllr Szabo)

1407/65 **Declarations of Interest**

Cllr Way declared as a member of more than one authority, 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

Cllr Way declared a personal interest in agenda item 24 '*Councillor Reports*' as a Devon County Councillor and member of the Children Centre's steering group.

Cllr Letch declared a personal interest in agenda item 21, relating to the grant application submitted by CISCO, as his wife is a member of the organisation.

Cllr Szabo declared a personal interest in agenda item 18 regarding his attendance at the South West in Bloom presentation.

1407/66 **Public Question Time**

There were no questions.

1407/67 **Order of Business**

There were no changes to the order of business.

1407/68 **Chairman's and Clerk's Announcements**

The Chairman advised Councillors of his activities during the month of July so far, these included:

- Attending a Twinning Association meeting as the Council's representative
- Attending a Creedy Local Action Group meeting, where he raised concerns regarding the 3 burglaries in Credition and the tipping over of the flower tower in the Town Square
- The opening of the Astro Turf pitch at Lords Meadow
- The Mayor's surgery, where he and the Mayoress gave out over 60 summer newsletters and distributed copies to local shops and cafes
- Visiting Hillbrow Care Home where a new automatic door had been installed which generates its own electricity.
- Attending Landscore School for a prize giving ceremony
- Writing a 290 word introduction for the local wedding catalogue
- Attending Credition Community Bookshop for the launch of Babette Cole's new children's book, this involved wearing rabbit ears!
- Attending a Devon County Council Community Engagement Conference
- Providing cover at the council office to allow the Clerk to undertake other important duties

- Attending Hayward's Primary School for its final assembly
- Carrying out the Floral Crediton judging with Mr Bert Jewell

The Chairman also advised that before the end of the month he would also be attending the following events:

- The Mid Devon Show
- Avranches liberation celebrations

1407/69 **Town Council Minutes** – To approve and sign the minutes of the Crediton Town Council meeting held on Tuesday, 17th June 2014, 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 17th June 2014, as a correct record. (Proposed by Cllr Brookes-Hocking, seconded Cllr Harris)

Cllr Ford arrived at 7.08 pm

1407/70 **Matters Arising - At the direction of the Chairman, to report on matters arising from the minutes of the Town Council Meeting held on 20th May 2014, for information only.**

Minute 1406/47

Cllr Letch stated that he had apologised to Cllr Hughes and was now apologising to all members in allowing Cllr Szabo to unnecessarily persist in his statement at the last meeting. Cllr Letch added that he had been mistaken in asking for a seconder as Cllr Szabo was not making a proposal.

Cllr Brookes-Hocking stated that the comments made by Cllr Szabo had been undermining and that as a Council it is important that all members remain courteous and respectful at all times. Cllr Brookes-Hocking added that she believed Cllr Szabo should apologise to the whole Council for his conduct. Cllr Szabo stated that he stands by his comments.

Cllr Letch reminded all members of the Council's Acceptable Behaviour Protocol and the procedure contained therein in rectifying any issues, which in the first instance is in an informal and friendly way.

Cllr Brookes-Hocking noted that Cllr Szabo had not apologised.

1407/71 **To receive, and to ratify the decisions therein, the minutes of the following Committee meetings:**

- Christmas in Crediton Committee Meeting held on 17th June 2014
- Policy & Forward Planning Committee Meeting held on 17th June 2014
- Administration & Personnel Committee Meeting held on 24th June 2014
- Finance & General Purposes Committee Meeting held on 1st July 2014
- Property & Allotments Committee Meeting held on 8th July 2014
- Policy & Forward Planning Committee held on 15th July 2014
- Administration and Personnel Committee Meeting held on 15th July 2014
- Christmas in Crediton Committee Meeting held on 16th July 2014

It was **resolved** to receive and to ratify the decisions therein, the minutes of the Christmas in Crediton Committee Meeting held on 17th June 2014. (Proposed by Cllr Brookes-Hocking, seconded by Cllr Letch)

It was **resolved** to receive and to ratify the decisions therein, the minutes of the Policy & Forward Planning Committee Meeting held on 17th June 2014. (Proposed by Cllr Brookes-Hocking, seconded by Cllr Letch) Cllr Szabo raised concerns regarding the Belle Parade cycle route. The Clerk advised him that the scheme had not been finished and that at completion would be subject to a safety audit. Cllr Szabo also added that

although he is aware Waresfoot Drive may be resurfaced, the white keep clear road markings are extremely faded.

It was **resolved** to receive and to ratify the decisions therein, the minutes of the Administration & Personnel Committee Meeting held on 24th June 2014. (Proposed by Cllr Brookes-Hocking, seconded by Cllr Wyer)

It was **resolved** to receive and to ratify the decisions therein, the minutes of the Finance and General Purposes Committee Meeting held on 1st July 2014. (Proposed by Cllr Harris, seconded by Cllr Letch) Cllr Adams stated there was an inaccuracy in the minutes as he had requested speed bumps as well as 20mph signage.

It was **resolved** to receive and to ratify the decisions therein, the minutes of the Property & Allotments Committee Meeting held on 8th July 2014. (Proposed by Cllr Harris, seconded by Cllr Letch)

It was **resolved** to receive and to ratify the decisions therein, the minutes of the Policy & Forward Planning Committee held on 15th July 2014. (Proposed by Cllr Brookes-Hocking, seconded by Cllr Letch)

It was **resolved** to receive and to ratify the decisions therein, the minutes of the Administration & Personnel Committee Meeting held on 15th July 2014. (Proposed by Cllr Brookes-Hocking, seconded by Cllr Harris) Cllr Adams expressed his dissatisfaction to all members that he was not a member of the interview panel. Cllrs Letch and Harris pointed out that Cllr Adams had not been excluded it was purely that the members of the panel had been proposed, seconded and agreed.

Cllr Downes arrived at 7.25 pm and declared as a member of more than one authority, 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

It was proposed by Cllr Adams that the minutes of the Christmas in Crediton Committee Meeting held on 16th July 2014 be received and the decisions therein ratified, with the exception of approving the expenditure of £1,800 for the road closure, which should be referred back to the Committee as he believes it is a waste of money. Cllr Szabo seconded the proposal. The proposal failed. (2 For, 8 Against)

It was **resolved** to receive and to ratify the decisions therein, the minutes of the Christmas in Crediton Committee Meeting held on 16th July 2014. (Proposed by Cllr Brookes-Hocking, seconded by Cllr Ford) Cllr Adams requested the minutes show he voted against this proposal.

1407/72

Mid Devon District Council – Planning Applications

Mid Devon District Council, the determining Authority, has asked for comments from this Town Council on the following planning applications:

Reference: [14/01131/FULL](#)
Proposal: Erection of rear and side extensions
Location: 5 Salmon Hutch, Uton, Crediton, EX17 3QN
Applicant: C A Ridgewell, 5 Salmon Hutch, Uton, Crediton

Mr Edwards spoke regarding the application and expressed the concerns of neighbouring residents regarding groundwater, light and view.

It was **resolved** to recommend NO OBJECTION to the application subject to:

- the applicant undertaking a full survey/risk assessment of the groundwater and sharing the findings of the report with the neighbouring properties and local planning authority
- the highest point of the extension not exceeding 3.5 metres.

(Proposed by Cllr Harris, seconded by Cllr Brookes-Hocking)

Reference: [14/00979/MFUL](#)
 Proposal: Erection of 10 dwellings (Inc 2 x 2 bed affordable houses) with associated infrastructure and parking
 Location: Newcombes Resource Centre, Newcombes, Crediton, EX17 2AB
 Applicant: Jenner Homes, Rollestone House, Pennsylvania Road, Exeter

Cllr Adams left the meeting 7.30 pm

It was **resolved** to OBJECT to the application due to the lack of provision of storage for bins and bikes. (Proposed by Cllr Brookes-Hocking, seconded by Cllr Harris)

Reference: [14/00943/FULL](#)
 Proposal: Change of use from Class A1 (Retail) to class A2 (Financial & Professional Services)
 Location: Black and Grey Ltd, 115 High Street, Crediton, EX17 3LG
 Applicant: Mr G Carter, Devon Sales & Lettings Ltd, 5 High Street, Crediton

It was **resolved** to OBJECT to the application as it would take the retail capacity of the Town below 65%. (Proposed by Cllr Brookes-Hocking, seconded by Cllr Wyer)

Reference: [14/01089/FULL](#)
 Proposal: Conversion of redundant workshop/stores to form 1 dwelling
 Location: 4 West View, Rear of 18 High Street, Crediton
 Applicant: Mrs T Coles, Easter Close, St Lawrence Green, Crediton

It was **resolved** to recommend NO OBJECTION. (Proposed by Cllr Szabo, seconded by Cllr Harris)

Reference: [14/01090/LBC](#)
 Proposal: Listed Building Consent for conversion of redundant workshop/stores to form 1 dwelling
 Location: 4 West View, Rear of 18 High Street, Crediton
 Applicant: Mrs T Coles, Easter Close, St Lawrence Green, Crediton

It was **resolved** to recommend NO OBJECTION (Proposed by Cllr Szabo, seconded by Cllr Harris)

1407/73

Mid Devon District Council – Planning Decisions

It was **resolved** to note that Mid Devon District Council, the determining Authority, has APPROVED the following applications with conditions as filed: (Proposed by Cllr Harris, seconded by Cllr Letch)

Reference: [14/00576/FULL](#)
 Proposal: Erection of extension and decking area and alterations including provision of access ramp
 Location: Methodist Church, Union Road, Crediton, EX17 3AW
 Applicant: Crediton Methodist Church

Reference: [14/00770/FULL](#)
 Proposal: Erection of ground floor extension, raising roof height and installation of dormer windows to provide additional living accommodation (Revised scheme)
 Location: 10 Mill Street, Crediton, EX17 3AA
 Applicant: Mr D Morgan

Reference: [14/00637/FULL](#)
 Proposal: Erection of a tow-storey extension following demolition of existing sun lounge (Revised scheme)
 Location: 59 East Street, Crediton, EX17 3BA
 Applicant: Mr M Lander

Reference: [14/00304/FULL](#)
 Proposal: PROPOSED NON-MATERIAL AMENDMENT Erection of a single storey extension to front and first floor side extension with two dormer windows
 Location: 18 Okefield Road, Crediton, EX17
 Agent: Mr P Marino

Reference: [14/00844/FULL](#)
 Proposal: Erection of a building for servicing vehicles and lorry wash down area
 Location: Dave Pollard Transport, Commonmarsh Lane, Lords Meadow Industrial Estate, Crediton
 Applicant: Dave Pollard Transport, Commonmarsh Lane, Lords Meadow Industrial Estate

Reference: [14/00765/ADVERT](#)
 Proposal: Advertisement consent to display 5 non-illuminated signs, 3 externally illuminated signs and 2 internally illuminated signs
 Location: Tesco Stores Ltd, 36 High Street, Crediton, EX17 3JP
 Agent: Tesco Stores Ltd

It was **resolved** to note that Mid Devon District Council, the determining Authority, has advised the following application has been WITHDRAWN: (Proposed by Cllr Harris, seconded by Cllr Letch)

Reference: [14/00784/FULL](#)
 Proposal: Conversion of light industrial units to form 4 dwellings and demolition of light industrial units to provide amenity space and erection of an extension
 Location: 9 - 10 Kiddicott Crediton Devon
 Applicant: Mr S Rowe

1407/74 **To receive a recommendation from the Administration & Personnel Committee to adopt new Standing Orders**

A copy of the new Standing Orders prepared by the Clerk had been issued with the agenda. It was **resolved** to agree and adopt, with immediate effect, the new Standing Orders. (Proposed by Cllr Harris, seconded by Cllr Szabo)

1407/75 **To receive a recommendation from the Administration & Personnel Committee to adopt new Financial Regulations**

A copy of the new Financial Regulations prepared by the Clerk had been issued with the agenda. It was **resolved** to agree and adopt, with immediate effect, the new Financial Regulations. (Proposed by Cllr Harris, seconded by Cllr Brookes-Hocking)

- 1407/76 **To receive a recommendation from the Administration & Personnel Committee to adopt a Whistleblowing Policy & Procedure**
A copy of the Whistleblowing Policy & Procedure prepared by the Clerk had been issued with the agenda. It was **resolved** to agree and adopt, with immediate effect, the Whistleblowing Policy & Procedure. (Proposed by Cllr Harris, seconded by Cllr Szabo)
- 1407/77 **To receive a recommendation from the Administration & Personnel Committee to adopt a Communications & Media Policy.**
A copy of the policy prepared by the Clerk had been issued with the agenda. It was **resolved** to agree and adopt with immediate effect, the Communications & Media Policy. (Proposed by Cllr Harris, seconded by Cllr Wyer)
- 1407/78 **To resolve to grant the Clerk designated authority to make routine payments during the Council's summer recess**
It was **resolved** to grant the Clerk designated authority to make routine payments during the Council's summer recess. (Proposed by Cllr Harris, seconded by Cllr Brookes-Hocking)
- 1407/79 **To resolve to grant the Clerk in consultation with Cllrs Letch and Harris designated authority to comment on planning applications during the Council's summer recess**
It was **resolved** to grant the Clerk, in consultation with Cllrs Letch and Harris, designated authority to comment on planning applications during the Council's summer recess. (Proposed by Cllr Brookes-Hocking, seconded by Cllr Letch)
- 1407/80 **To consider asking Devon County Council for a similar tree planting scheme in Crediton as the one undertaken in Okehampton, with trees planted in the middle of pedestrian refuges in the road.**
Cllr Downes spoke in favour of the scheme and explained to members the Department for Transport's 'Manual for Streets' which details a road user hierarchy, with pedestrians at the top followed by, cyclists, emergency vehicles, trade and then cars. The manual is predominately used for the design, construction, adoption and maintenance of new residential streets, but it is also applicable to existing residential streets (subject to context). The intention is that streets should not be designed just to accommodate the movement of motor vehicles. He advised there were already two schemes in Devon, one at Cranbrook and one in Plymouth where white lines etc. had been removed from the road. This encourages drivers to consider the road more carefully and thus slow down.

It was **resolved** for the Council to support investigating the possibilities of installing pairs of trees in the central refuge areas situated outside Crediton Community Bookshop and outside Boots Chemist. (Proposed by Cllr Downes, seconded by Cllr Brookes-Hocking)
- 1407/81 **To approve Cllr Szabo's attendance at the South West in Bloom presentation event in Throwbridge on 18th September 2014, and to agree to the reimbursement of his travel expenses.**
Cllr Szabo declared an interest. It was **resolved** to approve Cllr Szabo's attendance at the South West in Bloom presentation event in Throwbridge on 18th September 2014, and to agree to the reimbursement of his travel expenses. (Proposed by Cllr Harris, seconded by Cllr Letch)
- 1407/82 **To receive Cllr Hughes's resignation from the Floral Crediton Committee and to nominate another Councillor to serve on the Committee.**
It was **resolved** to accept Cllr Hughes's resignation from the Floral Crediton Committee. (Proposed by Cllr Letch, seconded by Cllr Harris) It was **resolved** to appoint Cllr Ford to serve on the Floral Crediton Committee. (Proposed by Cllr Letch, seconded by Cllr Harris)

- 1407/83 **To consider plans for the forthcoming Tour of Britain on 11th September 2014.**
It was **resolved** for Cllr Downes to have delegated responsibility for the promotion of Crediton's part in the Tour of Britain on Thursday 11th September 2014. For £500 funding to be allocated from the Amenities budget, part of which must be used for the purchase of a 'Welcome to Crediton' banner, which can also be used for other events in the future. (Proposed by Cllr Wyer, seconded by Cllr Webb)
- 1407/84 **To consider a grant application from CISCO for funding towards a thanksgiving event in November 2014.**
Cllr Letch declared an interest. It was **resolved** to approve a grant of £100 to CISCO for funding towards a thanksgiving event in November 2014. (Proposed by Cllr Szabo, seconded by Cllr Webb)
- 1407/85 **To consider a request from Steve Shaw, National Co-ordinator at Local Works for Crediton Town Council to submit a proposal under the Sustainable Communities Act asking for the government to give all parish and town councils the right to sell electricity that they generate from local schemes.**
Further information regarding this item had been issued with the agenda.)
It was **resolved** to support the proposal. (Proposed by Cllr Brookes-Hocking, seconded by Cllr Harris).
- 1407/86 **To consider the need for safe pedestrian access from Wellparks to Crediton Station and the Town Centre.** (This item has been requested by Cllr Way)
Cllr Way explained that currently Section 106 agreements attached to the Wellparks scheme are being negotiated. Contributions have been requested to widen the pavement on Exeter Road, in order to slow traffic down and to make the pavement wider for the extra people walking on it; for the cycle way and pathway up on to the new link road; and the widening of Marsh Lane. Cllr Way expressed concern that for the 180 dwellings that will be built at Wellparks, the residents 'corner shop' will be Tesco and currently there is no safe route across the Exeter Road to access Tesco, the train station or the bus stop, if travelling in the direction of Crediton High Street.
- County and District Council Ward members are currently pushing for the installation of a safe crossing point situated outside St Boniface Veterinary Clinic and would like the support of the Town Council to try and achieve this.
- It was **resolved** to support the installation of a safe crossing point across Exeter Road situated outside St Boniface Veterinary Clinic. (Proposed by Cllr Harris, seconded by Cllr Ford)
- 1407/87 **Councillor Reports - To receive the following reports, and at the discretion of the Chairman, to receive reports from Councillors (Town, District, and County) and representatives of the Council - strictly for information only.**
- **report submitted by Cllr Letch on the Voluntary Organisations for Young People and Children Meeting, which he attended on 6th June 2014.**
 - **report submitted by Cllr Hughes on the Local Operation Group of the Children's Centre.**
 - **Report submitted by Cllr Letch on the Community Engagement Conference, which he had attended on 18th July 2014.**
- A copy of the reports, together with supporting documentation, had been issued with the agenda. It was **resolved** to receive and note the reports. (Proposed by Cllr Harris, seconded by Cllr Szabo)

1407/88

Correspondence and Matters To Note - To receive Council correspondence and matters to note.

Copies of the correspondence and matters to note had been issued with the agenda.

Correspondence:

1. Tarka Rail Association – thank you for grant support
2. Emeritus Professor Swanton – Belle Parade speed limit
3. Devon County Council – grass cutting programme
4. Phil Bourne – traffic management issues
5. Judy Tucker – Boniface talk, 6th October 2014
6. Andrew Busby, MDDC – Crediton public conveniences
7. D. Nicolas, Mayor of Avranches – invitation to 70th anniversary of liberation
8. S. Williams, MDDC – Community Infrastructure Levy consultation
9. Anne Hood, Devon County Council – traffic regulation orders and management issues
10. G Waddup, Devon County Council – residential care services review
11. Tim Backhouse – request for funding for exhibition at Old Town Hall
12. David Nation, CAHMS – thank you for grant funding
13. M Parkes, Devon County Council – Devon day centres consultation feedback
14. Karen Maule, Crediton Youth FC – thank you for grant
15. Ross Keri, Devon CCG – Transforming Community Services newsletter
16. Pastor James Gregory – thank you for grant funding
17. Devon County Council – road closure notifications
18. Cllr Stuart Barker, Devon County Council - message re day services
19. Cllr Anne Hughes – resignation from Floral Crediton Committee
20. Rachel Cross, Ashtead Plant Hire Company – application for convoy system A3072
21. Mike Bishop, Devon County Council – link road update
22. Anne Hood, Devon County Council – signs ordered for Blagdon
23. M McLaughlin – complaint re overnight parking charges at Market Street car park
24. J Clawson, QE – thank you to Mayor for attendance and speech
25. MDDC – Annual Church Service invitation for the Mayor
26. J Robson – that you for Busk It! support
27. D Nation – thank you for TAP Fund support
28. Powells Coaches – no to financial support for St Lawrence Green toilets
29. Carmel Coaches – no to financial support for St Lawrence Green toilets
30. K Doodson, Cosmic – request for meeting re superfast broadband events.

Matters To Note:

1. MDDC - Local Plan Part 3 paper copies
2. DALC – Finance Update
3. Clerk magazine
4. MDDC – Council Agenda 2nd July 2014
5. Devon Pensions Line – Pensions Line newsletter
6. Devon Senior Voice – Summer newsletter
7. CAB – Newsletter
8. Devon Pensions Line – Pensions Line newsletter
9. Clerks & Council Direct – newsletter
10. Blood Donor session poster
11. Community Council of Devon – Enterprising Women support programme
12. Town Team press release

Item 4 of correspondence - Cllr Downes advised that Mr Bourne had been told by Devon County Council that there would not be a traffic survey after the Link Road had been opened. Both Cllr Way and the Clerk refuted this. Cllr Downes asked for Mr Bourne to be invited to a Council meeting in the future once the Link Road has opened.

It was **resolved** to note the correspondence and matters to note. (Proposed by Cllr Harris, seconded by Cllr Webb)

1407/89 **Business brought forward**

Cllr Wyer:

- The last meeting of the Newcombes Meadow Community Group had considered nine tenders for the improvement of the Newcombes Meadow play area. These had been whittled down to two and both would be on display at the Community Groups Fun Day being held on 2nd August. All Councillors were invited to attend and give their views on the proposals.

Cllr Szabo:

- Expressed concern that still nothing had happened with Crediton's heritage fingerposts. Cllr Way advised that they were in the Devon County Council yard at Tiverton. DCC no longer maintain heritage posts they will only replace them with ordinary metal posts. Therefore, any restoration has to be undertaken by volunteers. Unfortunately the first volunteer had withdrawn, however Mr Martin Binks had volunteered his services to restore them.

Cllr Ford:

- Provided an update on a recent rural enterprise meeting she had attended which provides funding through DEFRA with a strong focus on increasing and promoting business and employment.

Cllr Webb:

- There are a lot of weeds and grass starting to grow up around the town. He had particularly noticed Jockey Hill and the adverse impact this is having on the footpath, as they are causing it to crack.
- He has received several complaints regarding the increasing population of pigeons in and round the Town Square, with a large amount of droppings outside the Post Office. He noted that a number of Towns are now making it an offence to feed the pigeons.

Cllr Harris:

- There is a wall in Searle Street which has a large crack in it and it is bulging out towards the pavement. The wall is situated outside Belmont House.
- Asked if there was any further news on the large hole in Exeter Road, which has still not been repaired. The Clerk and Cllr Way confirmed this was still an ongoing issue.

PART TWO

1407/90 It was **resolved** 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. (Proposed by Cllr Harris, seconded by Cllr Ford)

1407/91 **To receive an update from Cllr Letch and the Clerk regarding the land at Stonypark**
Cllr Letch and the Clerk provided Councillors with an update.

1407/92 **To receive a recommendation from the Administration & Personnel Committee regarding the Clerk's salary.**
Due to the confidential nature of this item, no further information can be disclosed.

1407/93 **Close**
The meeting closed at 8.39 pm

Signed.....

Date:.....