



Minutes of Credition Town Council's Policy & Forward Planning Committee, held on Tuesday, 6th June 2017, at 6.00 pm, at the Council Offices, Market Street, Credition

Present: Cllrs Mrs L Brookes-Hocking (Committee Chairman), Miss J Harris, Mr A Wyer and Mr R Wright (part meeting)

In Attendance: Mrs Clare Dalley, Town Clerk

1. **To elect a Committee Chairman for 2017-2018**
It was **resolved** for Cllr Brookes-Hocking to be the Committee Chairman for 2017-2018. (Proposed by Cllr Wyer)
2. **To elect a Committee Deputy Chairman for 2017-2018**
It was **resolved** for Cllr Wyer to be the Committee Deputy Chairman for 2017-2018. (Proposed by Cllr Harris)
3. **To receive and accept apologies**
Apologies were received and accepted from Cllrs Mr F Letch, Mr J Downes and Mrs H Sansom. (Proposed by Cllr Brookes-Hocking)
4. **Declarations of Interest**
None declared.
5. **Public Question Time**
There were no members of the public present.
6. **Order of Business**
There were no changes to the order of business.
7. **Chairman's and Clerk's Announcements**
There were no announcements.
8. **Policy & Forward Planning Committee Minutes – To approve and sign the minutes of the Policy & Forward Planning Committee Meeting held on 2nd May 2017, as a correct record.** It was **resolved** to approve the minutes of the Policy & Forward Planning Committee Meeting held on 2nd May 2017, as a correct record and they were duly signed by Cllr Brookes-Hocking. (Proposed by Cllr Harris).
9. **Matters Arising**
There were no matters arising.
10. **To receive an update on the road widening scheme at Marsh Lane and the Town Council's request for the installation of a safe crossing place between the junction of Hawkins Way and the Leisure Centre and agree any actions.** The Clerk confirmed the work to widen the road had been completed, however she had not received any communication from Mr James Anstee,

Traffic Engineer at Devon County Council, regarding the Council's preferred safe crossing place option. Cllr Brookes-Hocking advised the safe crossing point needs to be considered by the Crediton Neighbourhood Plan Group. The Clerk was asked to chase Mr Anstee and express the Council's disappointment regarding his lack of response.

11. To receive an update on the progress of Crediton Neighbourhood Plan.

Cllr Brookes-Hocking advised that the Group was still drawing documents together. The principal part of the Neighbourhood Plan is sustainable transport, incorporating safe walking and cycling routes in new housing developments. A date in Autumn needs to be considered for the public consultation.

Cllr Wright advised that Mid Devon District Council's (MDDC) Community Policy Development Group are formulating a new Air Quality Management Plan. Presently, it is in a rough draft and open to consultation to MDDC Councillors and should be available for public consultation after September 2017. The new plan considers amongst other things the introduction of electric car charging points and the promotion of sustainable transport. Cllr Wright confirmed he would forward a copy of the draft report to the Clerk for circulation.

12. To discuss the future of Crediton's public conveniences, including maintenance costs and ownership of the buildings.

The Clerk advised members that she had recently held a meeting with Andrew Busby, Mid Devon District Council (MDDC), to negotiate the recharges for the public conveniences. MDDC have now realised that the estimate for the yearly costs was not accurate, and although the Town Council will pay the £12,000 agreed for 2016-2017, the future costs will be approximately £16,000 per year.

At the meeting, Andrew Busby informed the Town Clerk that MDDC are willing to offer both Newcombes Meadow toilets and St Lawrence Green toilets to the Town Council for £1, on condition that if the Town Council sold the toilets 50% of any uplift would be payable to MDDC.

It was acknowledged that public toilets are very important to residents and visitors. It was noted that St Lawrence Green toilets do not comply with the Disability Discrimination Act. It was also noted that this toilet block would require a significant investment to bring them to a modern standard fit for use by all ages and abilities.

Alternative uses of the St Lawrence Green toilet block were considered and it was felt that again the work required to change the use of the building would be cost prohibitive. Concern was also expressed that the Council does not wish to provide a service which would conflict with local businesses.

It was felt the best place for public toilets are in, or next to, public car parks and, with this in mind, St Saviours Way car park would make the best place for a public toilet to be situated. It was also felt that it may be cheaper to install new toilets at St Saviours Way than to renovate and remodel St Lawrence Green toilets.

It was resolved as follows:

- Forward planning is needed regarding the future provision of public toilets in Crediton.
- St Lawrence Green is not feasible as a modern toilet facility.

- Crediton Town Council does not wish to purchase or asset transfer St Lawrence Green toilet building for use as a public toilet or for any alternative use.
- To advise MDDC that Crediton Town Council do not want the building and will support MDDC in an alternative use for the building or its demolition.

(Proposed by Cllr Brookes-Hocking)

It was agreed it is imperative that the two toilet facilities at Newcombes Meadow and Market Street are fit for purpose.

The Clerk advised that it had not been established if the ownership of the Market Street toilets could be transferred due to them being incorporated within the Parliament Square flats. This was currently being investigated by Mr Andrew Busby, Estates Manager at MDDC.

It was recognised that by taking over the ownership and management of Newcombes Meadow toilets possible cost savings and improvements could be made. It was **resolved** to recommend to full Council that the ownership and management of Newcombes Meadow toilets be transferred to Crediton Town Council at a cost of £1, on the condition that if the Town Council sold the building in the future 50% of any uplift would be payable to MDDC.

13. **To receive an update on the proposed installation of a Devon Air Ambulance Lighting column and agree any further actions required.** The Clerk advised that she had withdrawn the planning application for the installation of the Devon Air Ambulance lighting column, on land owned by the QE Education Foundation next to Commercial Road for the following reason:

- During the planning application process South West Water had advised that a public sewer runs directly beneath the proposed location. If the lighting column were to be moved to avoid this sewer it would affect the rugby pitches.
- Further information (currently of a confidential nature) had been brought to the Clerk's attention, which casts doubt on the longevity of the lighting column at the proposed location. In view of this, the Clerk cannot recommend the Town Council authorises the spending of £9,160.20, plus legal costs of approximately £800 plus VAT, for a short-term provision when other locations are available within Crediton.
- The Town Council's Solicitors have identified legal issues regarding the permissions required to site the lighting column on the land owned by the QE Education Foundation. The Foundation have advised the Town Clerk that they are not able to pay for the services of a Solicitor to act for them on the matter and so the legal issues cannot currently be ironed out.

Based on the information provided by the Clerk, it was **resolved** to recommend to full Council that Devon Air Ambulance Trust be advised that an alternative long-term night time landing site should be identified, as the Council is no longer able to support the current site. (Proposed by Cllr Harris)

Cllr Wright suggested an approach should be made to MDDC, as they are open to the possibility of installing a night landing site at Lords Meadow Leisure Centre.

EWSH

14. To consider the amendments required to the Crediton Traffic Regulation Order, including the following, and agree a course of action:

- **Mill Street, extended double yellow lines** – Cllr Harris advised that this item actually relates to East Street. The yellow lines from Mill Street into East Street have been extended for no apparent reason. This has resulted in 2-3 parking spaces being lost on East Street. The previous lines/arrangements were perfectly adequate and need re-instating. An additional large advisory disabled parking bay has been installed, with the loss of 1.5 parking spaces. If the two disabled parking bays had been installed side by side this would have lost less parking space. There are also yellow lines in front of properties with double gates, these are not required as there is no vehicular access allowed through the gates. It was **resolved** to request County Councillor Nick Way and the Devon County Council Highway and Traffic Orders Committee commit to undertake the following:
 - Remove the extension of the yellow lines from Mill Street into East Street by re-instating the previous provision.
 - Relocate the second disabled parking bay so that both disabled parking bays are next to each other.
 - Remove the yellow lines located outside the properties with double gates.
 - Request an explanation as to why these works have been carried out without consultation with the Town Council, resulting in a waste of time and money.

(Proposed by Cllr Brookes-Hocking)

- **Dean Street, traffic issues**
The issues and suggestions were considered and noted. It was **resolved** to wait until the new Headteacher was in post at Hayward's School as, undoubtedly, he would want to carry out his own assessment of school travel arrangements.
- **Early Birds Nursery, parking issues**
It was noted that Devon County Council Parking Enforcements Officers need to enforce the yellow lines in this area. It was **resolved** for the Clerk to contact Devon County Council Highway Enforcement and County Councillor Nick Way to request that the lines in this area are enforced.

Cllr Wright raised the following issues:

- Landscore near the Earlybirds junction - There is a built-out area to enable a safe crossing place. The space before this needs to be lined as cars parking next to the build out are impairing visibility.
- St Lawrence Green - Can the 45 minutes waiting restriction be removed to allow unrestricted parking?
- Belle Parade – introduce time limited parking restrictions. Cllr Wright was advised this has already been considered and was not supported by the Town Council.
- Buller Road into Alexandra Road – extend the double yellow lines. Cllr Wright was advised that this area had been looked at previously and was not considered necessary.
- Higher Road and Alexandra Road – suggested changing the priority to give priority to vehicles exiting Alexandra Road. Committee members were sceptical as to whether this was necessary and advised that further evidence of need and investigations would need to be undertaken.

Cllr Brookes-Hocking advised Cllr Wright that the Town Council undertook a full review of TRO's several years ago and the whole process took two years. The review being undertaken

now was to rectify/remedy amendments that had been made without the consent of the Town Council or were incorrect.

Cllr Wyer advised that the next HATOC meeting was on 26th June 2017. The Clerk was asked to establish what the closing date for submissions is.

15. **To receive an update on the Keep Crediton Clean Campaign including:**

- **The condition of pavements/footpaths in the Town**

The Clerk advised that she was trying to arrange a meeting with the relevant DCC Highways Officers and asked members to forward to her their availability.

- **Street furniture cleaning costs**

Further information relating to this item had been issued with the agenda, members felt the prices were very reasonable and **resolved** for the Clerk to have any works carried out as and when she deemed it necessary. (Proposed by Cllr Harris)

Cllr Wright left the meeting at 7.41 pm.

16. **To review the formulation of the Town Council's 5 Year Strategic Plan.** The Clerk advised members that the Strategic Plan had been circulated to all Councillors the day before the meeting. She confirmed it still requires work including cross referencing of all the actionable points by month and year, to make sure it is realistic. The Clerk confirmed the forward planning budget was still a work in progress and further details were required to make sure that it is realistic based on the Council's aims and objectives. She encouraged Councillors input by reviewing the document so far and providing feedback.

17. **To consider and comment on Mid Devon District Council Destination Management Plan for Mid Devon Tourism.** Further information relating to this item had been issued with the agenda. It was **resolved** to make the following observations to MDDC:

- the consultation period of 20 days is extremely short and therefore further time would be required.
- It is unclear who else MDDC are consulting with in Crediton. Who else has the document been sent to?
- Is this document linking with the Great Exeter Strategic Plan?
- The involvement of profit, non-profit and the public sector in the same consultation makes everything very cloudy.

(Proposed by Cllr Brookes-Hocking)

PART TWO

18. 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 Brookes-Hocking)

19. **To discuss the ongoing negotiations regarding the Council Office building and agree any further actions.** The Clerk advised Councillors that she had been liaising with existing tenants within the building. Due to the confidential nature of this item no further information can be disclosed at this time.
20. **To receive an update on the proposed Mid Devon Healthcare Hub in Crediton.** The Clerk provided an update to Councillors. Due to the confidential nature of this item no further information can be disclosed.
21. **Close**
The meeting closed at 8.05 pm.

Signed.

[Redacted Signature]

(Chairman)

Date: 04/07/2017