



Minutes of Credition Town Council's Policy & Forward Planning Committee, held on Tuesday, 2nd February 2016, at 6.00 pm, at the Council Offices, Market Street, Credition

Present: Cllrs Mrs L Brookes-Hocking (Committee Chairman), Mr A Wyer, Mr F Letch, Mr D Webb, Mrs A Hughes, Cllr Nick Way (part meeting) and Cllr Bill Dixon (part meeting)

In Attendance: Mrs Clare Dalley, Town Clerk
1 member of the press

71 To receive and accept apologies
There were no apologies.

72 Declarations of Interest
Cllr Letch declared that 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.

73 Order of Business
There were no changes to the order of business.

74 Chairman's and Clerk's Announcements
There were no announcements.

75 Policy & Forward Planning Committee Minutes – To approve and sign the minutes of the Policy & Forward Planning Committee Meeting held on 5th January 2015.
Copies had been circulated with the agenda. It was **resolved** to approve the minutes of the Policy & Forward Planning Committee Meeting held on 5th January 2015, as a correct record and they were duly signed by Cllr Brookes-Hocking. (Proposed by Cllr Letch)

76 Matters Arising
There were no matters arising.

77 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.
The Clerk advised members that she had requested an update on the progress of the scheme, however, one had not been received as yet.

78 To receive an update on the proposed closure of MDDC's Credition offices, the negotiations between the Town Council and the District Council and to consider and agree any further actions required.
The Clerk had circulated a report prior to the meeting and this was considered by members, a copy of which is attached as Appendix One. She also advised there are ongoing discussions between Mid Devon District Council and the Police, who are exploring the possibility of leasing space within the building. The Clerk and Councillor Letch had been involved in these discussions and it is hoped they will continue to be. The Police had provided examples of leasing space alongside public sector partners elsewhere in the county and the Town Clerk has been talking to her counterparts in these areas to gain an understanding of how this is working.

Initials *ELH A*

Nick Way arrived 6.15 pm and declared that 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.

The Committee **resolved** that it is satisfied with the negotiations between the Town Council and the District Council and with how matters are progressing. It believes the Police leasing space would be a sensible use of the building. (Proposed by Cllr Wyer)

- 79 **To receive an update on the progress of the feasibility study being carried out by Devon Communities Together, regarding Crediton Town Council taking on the ownership and management of the Mid Devon District Council Market Street building, and to consider and agree any further actions required.** The Clerk advised members that the feasibility study was progressing well. The consultants had met with all existing tenants and were now approaching key stakeholders within Crediton to ascertain their current and likely usage of the building. The ongoing feasibility study and the use of space within the building may be impacted by the Police, if an agreement is reached for them to lease space, however, it would have a positive financial impact.

Cllr Dixon arrived at 6.30 pm.

- 80 **To consider the Town Council leasing, for a trial period, a versatile space within Crediton, possibly on the High Street, which could be used for commercial and community purposes and agree a course of action.** Further information had been issued with the agenda and was considered in detail by members. It was **resolved** to recommend to full Council that it leases the old Gee's building situated on High Street, Crediton, for a trial period of 12 months to be used for commercial and community purposes with the costs being met from the Town Council's Economic Development earmarked reserve and/or Localism Projects earmarked reserve. The Clerk was asked to prepare full financial projections to be considered by the full Council at its February meeting. (Proposed by Cllr Wyer) Cllr Dixon requested that the minutes show that he voted against the proposal.

- 81 **To consider and discuss the impact the closure of high street banks is having on market towns and to consider the following:**

Further information had been issued with the agenda.

- **Writing to Mel Stride MP asking him to support the campaign for the Government to debate the importance of towns across Britain retaining at least one bank branch so the business, residential and visitor communities can maintain the ability to carry out essential transactions.**

It was **resolved** to write to Mel Stride MP asking him to support the campaign for the Government to debate the importance of towns across Britain retaining at least one bank branch so the business, residential and visitor communities can maintain the ability to carry out essential transactions. (Proposed by Cllr Webb)

- **For the Town Council to support the Last Bank Standing Campaign**

It was **resolved** for the Town Council to support the Last Bank Standing Campaign. (Proposed by Cllr Webb)

- **To contact Natwest and Lloyds Bank in Crediton to stress the importance of retaining their branches within the Town.**

It was **resolved** for the Clerk to contact Natwest and Lloyds Bank in Crediton to stress the importance of retaining their branches within the Town. (Proposed by Cllr Webb)

The Clerk was also asked to bring this item to the attention of the Crediton Chamber of Commerce.

- 82 **To discuss health and wellbeing within Crediton including:**
- the services Crediton Hospital provides in its transformation to a health and wellbeing hub
 - primary care integration
- and agree any actions required.

Further information had been issued with the agenda and was discussed in detail. It was agreed that these are important topics and further attention needs to be given to them. Cllr Brookes-Hocking advised that the Neighbourhood Plan has a health and wellbeing section, however it is difficult to get volunteers to take a lead on this section due to its complexity.

Cllr Way left the meeting at 7.20pm.

It was noted that a primary care (health and wellbeing) hub may require an alternative site location and this would need to be identified within the Crediton Neighbourhood Plan.

It was **resolved** as follows:

- To invite Dr Twomey of Chiddenbrook Surgery and Dr Jo Harris of New Valley Practice to a meeting of the Neighbourhood Plan Steering Group, which includes Cllrs Brookes-Hocking and Wyer, to discuss their plans for primary care integration as this will have a fundamental impact on Crediton.
- For the Clerk to push for a meeting with Em Wilkinson-Brice, Deputy Chief Executive/Chief Nurse, Royal Devon & Exeter NHS Foundation Trust to discuss 'Delivering Differently' within Crediton.
- To contact Dr Christopher Maycock to ask him for his help and involvement in the health and wellbeing section of the Crediton Neighbourhood Plan.

(Proposed by Cllr Letch)

- 83 **To discuss this Committee's aims and objectives for the next six years in order for them to be considered in the development of Crediton Town Council's Strategic Plan.**

Members made the following suggestions:

- To identifying key routes through the Town in the event of road closures, accidents and incidents.
- Crediton's traffic and transport issues, including how things move around the A377.
- A clean and tidy high street.
- Interconnectivity between the two school sites.
- Future of Stonypark.
- Identifying services currently available in Crediton and identifying solutions if they were to come under threat.
- Investigating what the Council can do legally to secure assets and services e.g. Community Interest Company.
- Upskilling the Town Council.

- 84 **To receive an update on the progress of Crediton Neighbourhood Plan.**

The Plan is progressing well. Cllr Wyer is currently preparing a report to funders on how the grant money has been spent and Cllr Brookes-Hocking is working on a draft plan document. Planning policies are now coming together, which will form part of the overall Neighbourhood Plan. The MDDC Local Plan has slipped by another three months. The longer this continues the more things in the Crediton Neighbourhood Plan will need changing and adapting due to the ever evolving circumstances.

- 85 **Close**

The meeting closed at 7.58 pm

Signed.....

Date:.....(Chairman)

Initials... *EWB*

Agenda Item 8

So far the following has been agreed.

1. MDDC Customer Service staff will cease to operate from the office at 5.00pm on 31.3.16.
2. MDDC Property services and ICT will move the Town Council staff and equipment to the ground floor on 1st April 2016 ready for us to operate from this location from 4th April 2016.
3. Interim arrangements will be in place from 1st April 16 until the end of July while all parties look at the future of the building and ICT provision.
4. MDDC will provide the Town Council with £7,000 to enable us to provide additional staff to help customers with the transition.
5. MDDC will produce a leaflet, which will be provided to customers informing them of how to access MDDC services.
6. Any leaflet/signs need to make it clear what is still provided in the building.
7. The public access PC will remain while MDDC ICT is in the building.
8. MDDC ICT will see if it is possible to locate an internal phone (to Phoenix House) by the public access PC.
9. Service Level Agreements will be drawn up between MDCC (Landlord) and CTC (Lead Tenant) regarding responsibilities and services, together with associated costs.
10. The lease should be separate to any SLA regarding services the CTC may agree to provide.
11. Moving the Town Council telephones is not responsibility of MDDC.



01/03/2016