



# Crediton Town Council

Market Street

Crediton

Devon

EX17 2BN

Telephone: 01363 773717

Email: [townclerk@crediton.gov.uk](mailto:townclerk@crediton.gov.uk)

---

## PUBLIC NOTICE

You are hereby invited to attend a **Meeting of Crediton Town Council**, which will be held on **Tuesday, 15<sup>th</sup> March 2016**, at the **Council Chamber**, Market Street, Crediton, at **7.00 pm** for the purpose of transacting the following business.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 members of the public are welcome to attend.

**Clare Dalley (Mrs)**  
**Town Clerk**

9<sup>th</sup> March 2016

---

Members of the press and public requiring access to any of the documents mentioned in this agenda are asked to contact the Town Clerk (electronic links to documents are provided where available).

## AGENDA

1. **To receive and accept apologies** (Please make any apologies known to the Town Clerk)
2. **Declarations of Interest** – To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda.
3. **To receive a presentation from Adrian Welsh, Temp Forward Planning Manager at Mid Devon District Council, regarding Mid Devon District Council's draft Supplementary Planning Document regarding large-scale solar photovoltaic development.**
4. **Public Question Time** - To receive questions from members of the public relevant to the work of the Council (*A maximum of 30 minutes is allowed for this item, verbal questions should not exceed 3 minutes*)
5. **Order of Business** - At the discretion of the Chairman, to adjust, as necessary, the order of agenda items to accommodate visiting members, officers or members of the public.
6. **Chairman's and Clerk's Announcements** - **To receive any announcements which the Chairman and Clerk may wish to make.** For information only.
7. **Town Council Minutes** – To approve and sign the minutes of the Crediton Town Council meeting held on Tuesday, 16<sup>th</sup> February 2016, as a correct record.

8. **Matters Arising** - At the direction of the Chairman, to report on matters arising from the minutes of the Meetings held on 16<sup>th</sup> February 2016, for information only.
9. **To receive, and to ratify the decisions therein, the minutes of the**
- **Administration & Personnel Committee meeting held on 23<sup>rd</sup> February 2016**
  - **Policy & Forward Planning Committee meeting held on 1<sup>st</sup> March 2016**
  - **Property & Allotments Committee meeting held on 8<sup>th</sup> March 2016**
  - **Crediton Open Space Committee meeting held on 9<sup>th</sup> March 2016**
- (A copy of the minutes will be issued with the agenda.)
10. **Mid Devon District Council – Planning Applications** [MDDC Planning Public Access Portal](#)  
 Mid Devon District Council, the determining Authority, has asked for comments from this Town Council on the following planning applications:

Reference: [15/01861/FULL](#)  
 Proposal: Erection of 4 dwellings and formation of new access following demolition of sheds and outbuildings (Revised scheme)  
 Location: 25, Exeter Road, Crediton, EX17 3BL  
 Applicant: Mr P Williams, 25 Exeter Road, Crediton, EX17 2BL & Mr T Beagent, 29 Westwood Drive, Shrewsbury, Shropshire, SY3 8YB

Reference: [16/00220/FULL](#)  
 Proposal: Erection of extension and alterations, including change of use of study (Class C3) to Office (Class B1 (a))  
 Location: 8 Chestnut Close, Crediton, EX17 1JD  
 Applicant: Mr & Mrs S Davey, 8 Chestnut Close, Crediton, EX17 1JD

Reference: [16/00240/FULL](#)  
 Proposal: Replacement of 5 existing first floor windows with UPVC double glazed units  
 Location: Mid-Devon Fulfilling Lives, 2 Bank Place Chambers, Market Street, Crediton, EX17 2AJ  
 Applicant: Mr E Rodd, Rodd Bros (A & E Rodd), The Old Mill, Upton Hellions, Crediton, EX17 4AE

Reference: [16/00283/FULL](#)  
 Proposal: Erection of dwelling and formation of new access  
 Location: Old Orchard, Threshers, Crediton, EX17 3NL  
 Applicant: Mr S Ripley, Old Orchard, Threshers, Crediton, EX17 3NL

Reference: [16/00300/HOUSE](#)  
 Proposal: Erection of two-storey extension and balcony (Revised scheme)  
 Location: Arlington House, Ash Court, Crediton, EX17 2JZ  
 Applicant: Mr & Mrs P Morgan, Arlington House, Ash Court, Crediton, EX17 2JZ

Reference: [16/00238/FULL](#)  
 Proposal: Erection of 4 dwellings and 1 police unit following demolition of existing police station  
 Location: Devon & Cornwall Constabulary Police Station, Churchill Drive, EX17 2EF

Applicant: Mr G Hughes, Devon & Cornwall Constabulary, Estates Department, Middlemoor, Exeter, EX2 7QH

Reference: [16/00289/FULL](#)

Proposal: Erection of 2 semi-detached dwellings

Location: Parliament House, Parliament Street, CREDITON, Devon

Applicant: Mr C Reed, Reed Construction & Development Ltd, 106 High Street, CREDITON, EX17 3LF

Reference: [16/00307/HOUSE](#)

Proposal: Erection of replacement conservatory

Location: 14 Creedy Road, CREDITON, EX17 1EW

Applicant: Miss J Daniells, 14 Creedy Road, CREDITON, EX17 1EW

Reference: [16/00248/FULL](#)

Proposal: Change of Use from industrial unit (Class B8) to Assembly and Leisure (Class D2), additional car parking, alterations to north elevation

Location: The Trustees of M A P Pension Fund C R Ferris, 2 Westward Business Centre, Mill Street

#### 11. Mid Devon District Council – Planning Decisions

Mid Devon District Council, the determining Authority, has APPROVED the following applications with conditions as filed:

Reference: [16/00017/ADVERT](#)

Proposal: Advertisement consent for the installation of ATM fascia with internally illuminated lettering

Location: Post Office, 7 Market Street, CREDITON, EX17 2EE

Applicant: Ms Jan Clark, Notemachine UK Ltd, Russell House, Elvicta Business Park, Crickowell, NP9 1DF

Reference: [16/00016/FULL](#)

Proposal: Installation of ATM

Location: Post Office, 7 Market Street, CREDITON, EX17 2EE

Applicant: Ms Jan Clark, Notemachine UK Ltd, Russell House, Elvicta Business Park, Crickowell, NP9 1DF

Reference: [16/00126/CLU](#)

Proposal: Certificate of lawfulness for the continued use of Woodcote as 2 separate residential dwellings with associated gardens (Use Class C3)

Location: Woodcote, Western Road, CREDITON, Devon, EX17 3NH

Applicant: Mr J Hyson, Wood Park, Hittisleigh, Exeter, EX6 6LW

Reference: [16/00150/CAT](#)

Proposal: Notification of intention to crown reduce 1 Common Lime tree by 2 metres within the Conservation Area

Location: Land at NGR 282855 100630 (Peoples Park), Peoples Park Road, CREDITON, Devon

Applicant: Mr S Hooper, Hooper Services, 62 Beech Park, CREDITON, EX17 1HW

Reference: [16/00122/CLP](#)  
Proposal: Certificate of lawfulness for the proposed replacement of chainlink fence with new pedestrian access gate and extension of pavement to yard  
Location: Royal Mail Sorting Office Hawkins, Way Lords Meadow Industrial Estate, CREDITON, EX17 1HX  
Applicant: Royal Mail Group, 100 Victoria Embankment, London, EC4Y 0HQ

Reference: [15/01977/CLU](#)  
Proposal: Certificate of lawfulness for the existing conversion of offices into 2 flats  
Location: 10 Market Street, CREDITON, EX17 2AJ  
Applicant: Rodd Bros (A & E Rodd), The Old Mill, Upton Hellions, CREDITON, EX17 4AE

12. **To consider a time limited premises licence application for the Enchanted Garden Ball 2016 at Shobrooke Park, CREDITON, DEVON, EX17 1DG.** (A copy of the application and supporting documents will be issued with the agenda.)
13. **Accounts Due for Payment and Receipts – To examine and agree the accounts due for payment, receipts and bank transfers for the period 17<sup>th</sup> February 2016 to 15<sup>th</sup> March 2016 inclusive and to receive the bank reconciliation.** (The schedule of payments and receipts will be issued prior to the meeting.)
14. **To receive a list of outstanding debts owed to CREDITON TOWN COUNCIL.** (The documentation relating to this item will be issued prior to the meeting.)
15. **Budget Review – To review the budget for the year to date.** (The budget sheet will be issued prior to the meeting.)
16. **To receive a report from the Council’s internal control checkers, following the monthly random inspection and agree any actions.** (A copy of the report will be issued prior to the meeting.)
17. **To consider the Interim Internal Audit Report from the Council’s internal auditor Mr Ken Abraham.** (A copy of the report will be issued with the agenda.)
18. **To review the Council’s investments and current accounts.** (Further information will be issued with the agenda.)
19. **To review the Council’s risk assessments, prepared by the Clerk, and agree to carry out the action plan with immediate effect.** (A copy of the risk assessments and action plans will be issued with the agenda.)
20. **To review and approve the Council’s Statement of Internal Control for the Financial Year 2015-2016.** (A copy of the statement will be issued with the agenda)
21. **To consider changes to the Town Council’s Standing Orders following changes to procurement legislation and advice from the Town Council’s Internal Auditor.** (A revised copy of the Council’s Standing Orders including the new procurement legislation will be issued with the agenda.)

22. **To consider changes to the Town Council's Financial Regulations following changes to procurement legislation and advice from the Town Council's Internal Auditor.** (A revised copy of the Council's Financial Regulations including the new procurement legislation will be issued with the agenda.)
23. **To review and approve the Town Council's Investment Strategy.** (A copy of the strategy will be issued with the agenda.)
24. **To review the Town Council's Volunteer Policy.** (A copy of the policy will be issued with the agenda.)
25. **To review the Town Council's Anti-Fraud & Corruption Policy.** (A copy of the policy will be issued with the agenda.)
26. **To consider and amend/agree a Crediton Town Council CCTV Policy.** (A copy of the policy will be issued prior to the meeting.)
27. **To consider and comment on Mid Devon District Council's draft Supplementary Planning Document regarding large-scale solar photovoltaic development.** (Further information will be issued with the agenda.)
28. **To consider plans for stage 6 of the Tour of Britain on Friday, 9th September 2016.**
29. **To consider and comment on Crediton Town Team's proposals for a New Cultural Hub within Crediton.** (Further information will be issued with the agenda.)
30. **Councillor Reports - At the discretion of the Chairman, to receive reports from Councillors (Town, District, and County) and representatives of the Council - strictly for information only.**
31. **Correspondence and Matters To Note – To receive Council correspondence and matters to note as detailed below** (Copies of the correspondence and matters to note will be issued with the agenda.)

#### **Correspondence**

1. *R Whiteley - New recycling scheme*
2. *J Craythorne - Parking restrictions in Peoples Park*
3. *M Stride - Last Bank Standing Campaign*
4. *Meeting Place Communications - Gleeson Developments Public Event*
5. *MDDC - Implications of Solar PV Proposals SPD*
6. *C Bennetts - Gleeson Developments & Allotments*
7. *R Nicholls - Flooding Concerns*
8. *Devon CCG - Devon Success Regime Case for Change*
9. *R Nicholls - Air Quality in Crediton*
10. *R Nicholls - Crediton Community Woodlands Update*
11. *Crediton History Trail – Feedback*
12. *DCC - Devon Minerals Plan Submission*
13. *MDDC - Digital Skills Workshop*
14. *MDDC - Planning Consultation Solar PV Proposals*
15. *SWH - Fordton Road Closure*
16. *C Chudley - Air Quality & Housing Development*

17. *Devon CCG - Crediton Hospital Room Use*
18. *Cllr Way - Crediton Station Park & Ride Car Park*
19. *C Dalley - Child Protection Training, 24th May 2016*
20. *DCC - Road Closure, Fordton Cross to Station Cross*
21. *Cllr Way - Amendments to Budget Meeting*
22. *A Hood DCC – Updates*
23. *Tiverton Town Council - Flood Warning Training*
24. *DCC - Crediton Traffic Count Figures*
25. *M Summerton - Cultural Hub Feasibility Study*
26. *M Stide MP - Banking in rural areas*
27. *DCC - Tour of Britain returns to Devon*
28. *Sustainable Crediton - MDDC service closure*
29. *Crediton Courier - Creedy Valley Protection Group meeting*
30. *DCC - TRO Update*
31. *Barton Willmore - Creedy Bridge Plans*
32. *L Reeves MDDC - Closure update*
33. *Devon CCG - Letter from Mel Stride*
34. *M Stride MP - Response from H Baldwin MP*

### **Matters To Note**

1. *Lloyds Bank - Changes to your business account*
2. *Refugee Support Devon - Issue Brief*
3. *Crediton Courier - Press Release, Crediton Sewer Works*
4. *Sustainable Crediton - Seed Share*
5. *MDDC - Press Release, 50% rate relief to cease*
6. *MDDC - Press Release, Changes to customer service in Crediton*
7. *Crediton Courier - Press Release, Creedy Bridge public event*
8. *Devon CCG - Q&A Sessions notes*
9. *Devon CCG - Crediton Steering Group January meeting notes*
10. *MDDC - Town & Parish Council Survey Feedback*
11. *MDDC - Press Release, Impact of Solar Development*
12. *Devon CCG - Crediton Steering Group - Further info*
13. *Crediton Chamber of Commerce - Minutes from 4th Feb 2016*
14. *Junk Mail – News Issue 17 (copy held in office)*
15. *Crediton Foodbank - December 2015 report*
16. *Devon CCG - Key themes from Hub Development Event*
17. *Citizens Advice - February newsletter*
18. *MDDC - Press release, new waste collection arrangements*
19. *Sustainable Crediton - Newsletter Issue 68*
20. *DALC - March 2016 Newsletter*
21. *Healthwatch Devon - Monthly newsletter*
22. *Cllr Way - Devon school lollipop patrollers reprieve*
23. *C Dalley - MDDC closure poster*
24. *DCC - Temporary 10mph speed restriction, Exhibition Road*
25. *25. MDDC - Press release, brownfield register*
26. *26. Journey Counselling - 2015-16 Report*
27. *Tarka Rail Association – Magazine Spring 2016 (copy held in office)*
28. *Crediton Courier - Press Release, Royal Society for Prevention of Accidents*
29. *Devon CCG - Crediton Steering Group Minutes 2nd March*
30. *MDDC - Press release, MDDC hosting regional housing conference*

**32. Business brought forward**

At the direction of the Chairman, to report on matters not on the agenda and for information only.

**PART TWO**

**33. It is recommended 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.**

**34. To receive recommendations/nominations for individuals who will receive a Crediton Town plate at the Mayor's Reception 2015.** (Councillors are reminded that this is to recognise the efforts of those who demonstrate outstanding commitment to the well-being of Crediton and the community.)

**35. Close**