



Crediton Town Council

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PUBLIC NOTICE

You are hereby invited to attend a **Meeting of Crediton Town Council**, which will be held on **Tuesday, 21st February 2017**, 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

15th February 2017

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. **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*)
4. **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.
5. **Chairman's and Clerk's Announcements** - **To receive any announcements which the Chairman and Clerk may wish to make.** For information only.
6. **Town Council Minutes** – To approve and sign the minutes of the Crediton Town Council meeting held on Tuesday, 17th January 2017, as a correct record.
7. **Matters Arising** - At the direction of the Chairman, to report on matters arising from the minutes of the Meetings held on 17th January 2017, for information only.
8. **To receive, and to ratify the decisions therein, the minutes of the**
 - **Floral Crediton Committee meeting held on 24th January 2017**
 - **Grants Committee meeting held on 31st January 2017**
 - **Policy & Forward Planning Committee meeting held on 7th February 2017**
 - **Christmas in Crediton Committee meeting held on 14th February 2017**
 - **Administration & Personnel Committee meeting held on 14th February 2017**(A copy of the minutes will be issued with the agenda or prior to the meeting.)

9. 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: 17/00039/CAT
Proposal: Notification of intention to fell 2 Cypress and 1 Leylandii tree and reduce 1 Holly tree within the Conservation Area
Location: Glebeside, Union Road, CREDITON, EX17 3AW
Applicant: Mrs Porter, Glebeside, Union Road, CREDITON, EX17 3AW

Reference: 17/00062/LBC
Proposal: Listed Building Consent for erection of 2 dwellings, alterations to access including re-alignment of entrance wall and rebuilding missing gate pier
Location: Fairpark, Exeter Road, CREDITON, EX17 3BJ
Applicant: Mr R Cattell, Fairpark, Exeter Road, CREDITON, EX17 3BJ

Reference: 17/00061/FULL
Proposal: Erection of 2 dwellings, alterations to access including re-alignment of entrance wall and rebuilding missing gate pier
Location: Fairpark, Exeter Road, CREDITON, EX17 3BJ
Applicant: Mr R Cattell, Fairpark, Exeter Road, CREDITON, EX17 3BJ

Reference: 17/00112/TPO
Proposal: Application to crown lift 1 Western Red Cedar by approximately 9.5m protected by Tree Preservation Order 99/00007/TPO
Location: Southfield, Southfield Drive, CREDITON, EX17 2ET
Applicant: Mr S Clarke, 10 Jocelyn Mead, CREDITON, EX17 2EN

Reference: 17/00080/FULL
Proposal: Change of use from osteopathic clinic (D1) to dwelling (C3)
Location: Paul & Tracey Fillery Ltd, 2 Cocks Close, High Street, EX17 3AG
Applicant: Mr P Fillery, 12 Linhay Park, Sandford, CREDITON, EX17 4LL

Reference: 17/00019/HOUSE
Proposal: Erection of two-storey extension and enlargement of existing rear dormer window
Location: 1 Wynfrith Mews, Landscore, CREDITON, EX17 3FB
Applicant: Mr & Mrs C Law, 1 Wynfrith Mews, Landscore, CREDITON, EX17 3FB

Reference: 17/00113/TPO
Proposal: Application for an overall reduction of 1 Beech tree by upto 8m protected by Tree Preservation Order 04/00009/TPO
Location: The Beeches, Old Tiverton Road, CREDITON, EX17 1EF
Applicant: Mr R Webber, The Beeches, Old Tiverton Road, CREDITON, EX17 1EF

Reference: 17/00178/FULL
Proposal: Change of use from D1 (veterinary surgery) to C3 (dwelling)
Location: Ground Floor, 32 East Street, CREDITON, EX17 3AX
Applicant: Mr B Mears, East Flat, 32 East Street, CREDITON, EX17 3AX

Reference: 17/00212/LBC
Proposal: Listed Building Consent for replacement of 1 first floor window
Location: 16 Exeter Road, CREDITON, EX17 3BL
Applicant: Mr O Graham, 16 Exeter Road, CREDITON, EX17 3BL

10. Mid Devon District Council – Planning Decisions

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

Reference: 16/01205/FULL
Proposal: Variation of condition 2 of planning permission 15/00546/FULL to allow substitute plans in respect of amended entrance porch, rear window and new conservatory
Location: Arden House, Union Road, Crediton, EX17 3AL
Applicant: Mr P Warren, 33 Isleworth Rd, Exeter, EX4 1QY

Reference: 16/01921/CAT
Proposal: Notification of intention to pollard 1 Malus tree to 2.1m within the Conservation Area
Location: Franklyn, 4 Belle Parade, Crediton, EX17 2AA
Applicant: Ms F Peroni, Franklyn, 4 Belle Parade, Crediton, EX17 2AA

Reference: 16/00829/LBC
Proposal: Listed Building Consent for the implementation of DDA compliant internal entrance ramp and works to existing entrance
Location: National Westminster Bank Plc 133 High Street Crediton Devon
Applicant: Royal Bank of Scotland, C/o Mr J Smith, Bilfinger GVA, St Catherines Court, Berkeley Place, Bristol, BS8 1BQ

Reference: 16/00828/FULL
Proposal: Implementation of DDA compliant internal entrance ramp and works to existing entrance
Location: National Westminster Bank Plc 133 High Street Crediton Devon
Applicant: Royal Bank of Scotland, C/o Mr James Smith, Bilfinger GVA, St Catherines Court, Berkeley Place, Bristol, BS8 1BQ

Reference: 16/01884/ADVERT
Proposal: Advertisement Consent to display 1 internally illuminated fascia sign, 1 internally illuminated hanging sign, and 3 non-illuminated wall-mounted panels
Location: Co -Operative Group Limited 135 High Street Crediton Devon
Applicant: Co-op, Food Programme Delivery Orchid Group, 1 Angel Square, Manchester, M60 0AG

Reference: 16/01903/FULL
Proposal: Removal of condition (3) of planning permission 13/01275/FULL to allow annex over garage to be used a separate dwelling
Location: The Coach House, West Springfield, Western Road, Crediton, EX17 3NG
Applicant: Mr P Huda, West Springfield, Western Road, Crediton, EX17 3NG

Reference: 16/01901/TELCOM
Proposal: Prior notification for the replacement of telecommunications base station with 15m high slim monopole, 3 antennas, 1 cabinet, 5m high floodlight and ancillary works
Location: Crediton Service Station, Station Garage, Exeter Road, Crediton, EX17 3BX
Applicant: Everything Everywhere Ltd, Hatfield Business Park, Hertford, AL10 9BW

Reference: 17/00008/CAT
Proposal: Notification of intention to remove 12 Sycamore trees within the Conservation Area
Location: Crediton Tool Hire, Union Road, Crediton, Devon
Applicant: Mr N Patterson, Lower Creedy, Upton Hellions, Crediton, EX17 4AE

Reference: 16/01870/HOUSE
Proposal: Erection of first floor extension
Location: Orchard House, Brays Close, Crediton, EX17 3HZ

Applicant: Mr T Tout, Little Orchard, Barnfield, Crediton, EX17 3JA

Reference: 16/01808/ADVERT

Proposal: Advertisement consent for the retention of 1 non-illuminated logo panel and 1 non-illuminated surround sign for ATM

Location: Co -Operative Group Limited, 135 High Street, Crediton, EX17 3DU

Applicant: Cardtronics UK Ltd, Trading As Cashzone, PO BOX 476, Hatfield, AL10 1DT

Reference: 16/01949/OUT

Proposal: Outline for the erection of a dwelling

Location: 17 Lamejohns Field, Crediton, EX17 1EB

Applicant: Mr L Deem, 74 Westernlea, Crediton, EX17 3JE

11. **Accounts Due for Payment and Receipts – To examine and agree the accounts due for payment, receipts, and bank transfers for the period 13th December 2016 to 21st February 2017 inclusive and to receive the bank reconciliation.** (The schedule of payments and receipts will be issued prior to the meeting.)
12. **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.)
13. **Budget Review – To review the budget for the year to date.** (The budget sheet will be issued prior to the meeting.)
14. **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 with agenda.)
15. **To receive a recommendation from the Administration & Personnel Committee to appoint Stuart Pollard, Auditing Solutions Ltd, as the Town Council’s new internal auditor with immediate effect at a total cost of £840 + VAT per annum.**
16. **To receive a recommendation from the Property & Allotments Committee to appoint a grounds maintenance contractor on a three-year contract following the Town Council’s tendering process.** (Please note the evaluation of all tenders will be carried out by the Property & Allotments Committee prior to the Town Council meeting.)
17. **To receive nominations for the appointment of members to the following Committee:**
 - **Crediton Open Space Committee (1)**
18. **To approve the opening of a Nationwide savings account.**
19. **To consider the installation of a lighting column on land owned by the QE Education Foundation, which is currently rented by Crediton Rugby Club, for use by Devon Air Ambulance Trust for night time flying.** (Councillors attention is drawn to a report issued with the agenda.)
20. **To consider and agree the execution of the leases for Fulda Crescent, Spinningpath Gardens and Greenway play areas.** (Further information will be issued with the agenda.)
21. **To review the Council’s Code of Conduct.** (A copy of the Council’s Code of Conduct will be circulated with the agenda.)
22. **To review the Council’s Community Engagement Strategy.** (A copy of the Council’s Community Engagement Strategy will be circulated with the agenda.)

23. **To consider a request for Churches Housing Action Team (CHAT) to connect to the Town Council's WiFi when holding its weekly drop-in sessions.** (A copy of the request will be issued with the agenda.)
24. **To consider a review of the Remembrance Sunday Parade and Commemorations and agree a course of action.**
25. **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.**
26. **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. *J Walters - resignation from Crediton Open Space*
2. *Local Business Enquiry - toilets at The Green*
3. *MDDC - Local Plan Review query*
4. *MDDC - Community PDG Agenda*
5. *SWLCA - SW Regional Conference*
6. *MDDC - CPRE submission junc. 27 doc.*
7. *Resident - EF - speeding and dangerous driving - Higher Road Crediton*
8. *Ashtead Plant Hire - Road closure various roads - Cheriton Fitzpaine - 25-28 April 2017*
9. *MDDC - Agenda - Scrutiny Committee 13th February 2017*
10. *NFU Region - South West - Planning leaflet - Better Planning Better Farming*
11. *DCC - change in way it communicates*
12. *DCC - Temporary road closure - Alexandra Road - 27th April 2017*
13. *Financial Services Compensation Scheme - Question about FSCS*
14. *Barratt Homes - Chapel Downs Farm Crediton*
15. *DCC - Road closure - Thornhedges Cross to Pedlerspool Lane Sandford 6.2.17 - 8.2.17*
16. *MDDC - Audit Committee Agenda*

Matters To Note

1. *Healthwatch – Voices – Winter 2016/17 [copy held in office]*
2. *Active Devon - This Girl Can - Devon 2017 Partner Brief*
3. *DALC - monthly newsletter*
4. *Western Power - Belle Parade - road closure 25 January 2017*
5. *NHS - Your Future Care – Feedback*
6. *NALC - Newsletter 17 January 2017*
7. *MDDC - Bin review from Waste & Transport Manager*
8. *MDDC - January 2017 Town & Parish Newsletter from MDDC*
9. *Citizens Advice - Newsletter new year*
10. *Citizens Advice - Statistics Quarter 3 of 2016 – 2017*
11. *Sustainable Crediton - Survey - What would you like to do*
12. *DCRB - DCRF members invite to join the Devon Comm. Resilience Board*
13. *Crediton Emergency Plan - notes 25th January 2017*
14. *MDDC - Notification of Key Decisions - March 2017*
15. *South West Water - Changes in water industry from 01.04.17*
16. *Healthwatch - monthly e-bulletin*
17. *Involve - Annual Report 15-16 INVOLVE*
18. *DALC - monthly newsletter*
19. *DCC Connect Me - latest business news from Devon*
20. *Sustainable Crediton - Newsletter Issue 79*
21. *NHS - Healthy People - 10 February 2017*
22. *MDDC - Housing shortlisted for excellence in tenant engagement award*
23. *NHS - Stakeholder update February 17*
24. *NALC - Chief Executive's Bulletin 5*

27. Business brought forward

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

PART TWO

- 28. 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.**
- 29. To resolve the terms being offered to Mid Devon District Council for the purchase of the Council Office building.**
- 30. To consider correspondence in relation to the land at Stonypark.**
- 31. To receive recommendations/nominations for individuals who will receive a Crediton Town plate at the Mayor's Reception 2017. (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.)**
- 32. Close**