



# Crediton Town Council

Market Street

Crediton

Devon

EX17 2BN

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## PUBLIC NOTICE

You are hereby invited to attend a **Meeting of Crediton Town Council**, which will be held on **Tuesday, 21<sup>st</sup> June 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**

15<sup>th</sup> June 2016

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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 Mr Jonathan Tricker on Crediton Traffic Study – Full Report.**
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, 17<sup>th</sup> May 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 17<sup>th</sup> May 2016, for information only.

9. **To receive, and to ratify the decisions therein, the minutes of the**
- **Policy & Forward Planning Committee meeting held on 7<sup>th</sup> June 2016**
  - **Christmas in Crediton Committee meeting held on 14<sup>th</sup> June 2016**
  - **Administration & Personnel Committee meeting held on 14<sup>th</sup> June 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: [16/00736/HOUSE](#)  
 Proposal: Erection of a single storey side and rear extension to include garage  
 Location: Bray, Western Road, Crediton, EX17 3NB  
 Applicant: Mr S & Mrs C Whetton, Bray, Western Road, Crediton, EX17 3NB
- Reference: [16/00458/FULL](#)  
 Proposal: Erection of 3 dwellings and associated infrastructure following removal of existing nursery building  
 Location: Action For Children, Crediton Area Childrens Centre, Newcombes, Crediton, EX17 2AR  
 Applicant: Jenner Homes, The Pool House, Pennsylvania, Exeter, EX4 5BJ
- Reference: [16/00716/ARM](#)  
 Proposal: Reserved matters for the erection of 3 dwellings and construction of new vehicular accesses  
 Location: Orchard Cottage, Churchill Drive, Crediton, EX17 2DW  
 Applicant: Mr T Newstead, Moorview Homes Ltd, Mardale, Copplestone, Crediton, EX17 5LF
- Reference: [16/00679/HOUSE](#)  
 Proposal: Erection of two storey extension after demolition of existing  
 Location: Wallbrooke, Crediton, Devon, EX17 3DB  
 Applicant: Ms Philippa Pounder, Wallbrooke, Crediton, EX17 3DB
- Reference: [16/00822/FULL](#)  
 Proposal: Reconfigure access and associated works  
 Location: Land at NGR 284608 99421 (Wellparks), Joseph Locke Way, Crediton  
 Applicant: Mole Avon Trading Limited, C/o Mr R Williams, Mango Planning and Development Ltd, Number One Waterton Park, Waterton, Bridgend, CF31 3PH
- Reference: [16/00839/FULL](#)  
 Proposal: Variation of Condition 13 of Planning Permission 14/02130/MFUL to take account of revised Arboricultural report  
 Location: 47 Mill Street, Crediton, EX17 3AA  
 Applicant: Mr C Reed, Reed Construction and Developments Ltd, 106 High St, Crediton, EX17 3LF

Reference: [16/00854/HOUSE](#)  
Proposal: Erection of single storey extension  
Location: 10 Butt Parks, Crediton, EX17 3HE  
Applicant: Mr P Sims, 10 Butt Parks, Crediton, EX17 3HE

Reference: [16/00825/MFUL](#)  
Proposal: Construction of an anaerobic digestion plant including vehicular access from Down End, provision of infrastructure works to support the plant including creating compensatory flood storage and regrading of land and landscaping and all associated works and development  
Location: Land at NGR 284938 100390 (Goosealler Marshes), Commonmarsh Lane, Lords Meadow Industrial Estate  
Applicant: Mr G Kerslake, c/o Mr E Heynes, Jillings Heynes Planning Ltd, Two Acres, Under Lane, Newmills, Launceston, PL15 8SN

Reference: [16/00774/FULL](#)  
Proposal: Change of use of ground floor from commercial tool hire to retail bike outlet, showroom and workshop; Conversion and extension of first floor from a flat to 6 bedroomed communal accommodation to accommodate customers of the biking business and conversion of second floor from 1 flat to 2 one bedroom flats  
Location: Crediton Tool Hire, Union Road, Crediton, EX17 3AL  
Applicant: Mr N Paterson, Lower Creedy, Upton Hellions, Crediton, EX17 4AE

Reference: [16/00815/LBC](#)  
Proposal: Listed Building Consent for installation of 5 replacement windows, replacement lintels, and erection and re-positioning of replacement gate pillar  
Location: 1 Church Street, Crediton, EX17 2AQ  
Applicant: Mr R Wilshire, 1 Church Street, Crediton, EX17 2AQ

Reference: [16/00876/ADVERT](#)  
Proposal: Advertisement consent to display 1 non-illuminated pole mounted sign  
Location: Land at NGR 284541 99503 (Wellparks), Joseph Locke Way, Crediton  
Applicant: Mr M Haines, Mole Avon Trading Limited, Westward Business Centre, Mill Street, Crediton, EX17 1HB

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

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

Reference: [16/00283/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: [16/00387/HOUSE](#)  
Proposal: Erection of single storey rear extension  
Location: 20 Spruce Park, Crediton, EX17 3HQ  
Applicant: Mr J Cavender, 20 Spruce Park, Crediton, EX17 3HQ

Reference: [16/00454/HOUSE](#)  
Proposal: Formation of new access and turning area and installation of new window at second floor level  
Location: Garden Close, Western Road, Crediton, EX17 3NF  
Applicant: Mr & Mrs Mullen, Garden Close, Western Road, Crediton, EX17 3NF

Reference: [15/01967/FULL/NMA](#)  
Proposal: Non-Material Amendment to change external appearance from face brickwork to Marley Eternit Cedral cladding and changing the fenestration on North East Elevation - Erection of an extension  
Location: 12 George Hill, Crediton, EX17 2DT  
Applicant: Mr & Mrs M Saunders, 12 George Hill, Crediton, EX17 2DT

Reference: [16/00471/LBC](#)  
Proposal: Listed Building Consent for the replacement of 2 windows  
Location: 2 Mews Cottages, North Street, Crediton, EX17 2BT  
Applicant: Mr A Murray, Meadowside, Belle Parade, Crediton, EX17 2AA

Reference: [16/00523/FULL](#)  
Proposal: Erection of extension to intake pit over existing workshop and extension to new mesh/meal bins  
Location: Crediton Milling Co Ltd, Fordton Mill, Crediton, EX17 3DH  
Applicant: Mr S Brimilcombe, Crediton Milling Co Ltd, Fordton Mill, Crediton, EX17 3DH

Reference: [16/00574/CAT](#)  
Proposal: Notification of intention to carry out works to 1 Willow, 1 Norway Maple and 1 Common Ash tree within a conservation area  
Location: Jockey Cottages, Jockey Hill, Crediton, EX17 1DR  
Applicant: Mr Chris Ladd, 2 Jockey Cottages, Jockey Hill, Crediton, EX17 1DR

Reference: [16/00365/HOUSE](#)  
Proposal: Erection of a raised timber deck with timber railings  
Location: Bramblings, Searle Street, Crediton, EX17 2DB  
Applicant: Mrs W Grinney, Bramblings, Searle Street, Crediton, EX17 2DB

Reference: [16/00637/HOUSE](#)  
Proposal: Erection of a 2 storey extension following demolition of existing conservatory  
Location: 15 Walnut Drive Crediton Devon EX17 1JB  
Applicant: Mr Andrew Warren, 15 Walnut Drive, Crediton, EX17 1JB

## 12. Devon County Council – Planning Applications

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

Reference: [DCC/3875/2016](#)  
Proposal: Listed Building Consent for internal alterations and a new external metal ramp at Haywards Old School and Drama Centre.  
Location: Crediton Haywards Primary School, East Street, Crediton, EX17 3AX

13. **To consider a new premises licence application for 11-12 High Street, Crediton, Devon, EX17 3AE.** (A copy of the application and supporting documents will be issued with the agenda.)
14. **To consider the proposed relocation of Crediton Pharmacy and make any comments.** (Further information will be issued with the agenda.)
15. **Accounts Due for Payment and Receipts – To examine and agree the accounts due for payment, receipts and bank transfers for the period 18<sup>th</sup> May 2016 to 21<sup>st</sup> June 2016 inclusive and to receive the bank reconciliation.** (The schedule of payments and receipts will be issued prior to the meeting.)
16. **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.)
17. **Budget Review – To review the budget for the year to date.** (The budget sheet will be issued prior to the meeting.)
18. **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.)
19. **To receive a recommendation from the Administration & Personnel Committee to adopt, with immediate effect, a new Crediton Town Council Training & Development Policy.** (A copy of the policy prepared by the Town Clerk will be issued with the agenda.)
20. **To receive a recommendation from the Administration & Personnel Committee to adopt, with immediate effect, a new Crediton Town Council Grievance Procedure.** (A copy of the procedure prepared by the Town Clerk will be issued with the agenda.)
21. **To receive a recommendation from the Administration & Personnel Committee to adopt, with immediate effect, a new Crediton Town Council Disciplinary Procedure.** (A copy of the procedure prepared by the Town Clerk will be issued with the agenda.)
22. **To review the Council’s Equal Opportunities Policy.** (A copy of the policy will be issued with the agenda.)
23. **To review the Council’s Safeguarding Policy.** (A copy of the policy will be issued with the agenda.)
24. **To consider a request from Landscore Primary School to professionally install QR codes at the following Town Council owned locations:**
  - St Boniface Statue
  - Millennium Cross, St Lawrence Green
  - Town War Memorial(A copy of the request will be issued with the agenda.)
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. *University of Exeter - Community Participation workshop*
2. *DCC - Road Closure, Old Tiverton Road*
3. *Sustainable Crediton - AGM 16th May*
4. *MDDC - Agenda for Decent & Affordable Homes PDG 24 May 16*
5. *D Cann - Boniface Statue*
6. *DCC - Road Closure, Mill Street*
7. *DCC - Road Closure, Penton Lane*
8. *J Harmer - QR codes on Crediton historical structures*
9. *Crediton Hamlets Parish Council - War Memorial Contribution*
10. *Bow & District Historical Society - 'Come to Devon' talk*
11. *DCC - Parking Restriction, Albert Rd & Deep Ln*
12. *D Kirk - Concerns re parking in Crediton*
13. *Devon CCG - Crediton Steering Group Agenda 01.06.16*
14. *DALC - Larger Councils meeting 09.06.16*
15. *Kier - Road Closure, Penton Lane*
16. *Boniface Trail Association - Public Exhibition*
17. *Crediton & District Access Group - Thank you letter re grant funding*
18. *Crediton Parish Church - Thank you letter re grant funding*
19. *Zion Lights - Concerns re Crediton road issues*
20. *MDDC - Planning Committee Agenda 8th June 2016*
21. *DCC - Road Closure, Tuckers Meadow*
22. *Kier - Road Closure update, Penton Lane*
23. *MDDC - Repair to Newcombes Meadow Wall*
24. *DCC - Road Closure, Churchill Drive*
25. *DCC - Road Closure, Brownstone Cross to Brownstone Moor Cross*
26. *MDDC - Changes to 2016-17 TAP Fund*
27. *F Edin - Concerns re Shobrooke Park Event*
28. *DCC - Road Closure, Church Drive*
29. *MDDC Tree Officer - Tree at St Lawrences Green*
30. *U3A - Notice of meeting*

### **Matters To Note**

1. *MDDC - Press Release, Devon Rotary Youth Games*
2. *DCC - Pensions Line May 2016*
3. *DALC - SWW Volunteer Offer*
4. *Children's Centre - Activities and Info*
5. *R Nicholls - Progress for Crediton Community Woodlands*
6. *MDDC - Press release, Planning Consultation*
7. *MDDC - Press release, Love Your Local Market 17 May 16*
8. *DeVA - Join Active Devon*
9. *Turning Tides - Newsletter 001*
10. *Cllr Wyer - Equipment update for Newcombes Meadow Play Area*
11. *MDDC - Press Release, Mid Devon Talk*
12. *MDDC - Press Release, Air Pollution*
13. *R Nicholls - Crediton Community Woodlands Update*
14. *MDDC - Creedy LAG minutes*
15. *Crediton Steering Group - Subgroup notes*

16. *Alison Hernandez P&CC - Monthly Report May 2016*
17. *DALC - May Newsletter*
18. *VOYC - Monthly Update*
19. *Sustainable Crediton - Newsletter Issue 71*
20. *MDDC - Press release, State of the District Debate*
21. *MDDC - Press release, Document for Cabinet agenda*
22. *Devon CCG - Healthy People June 2016*
23. *Healthwatch Devon - Monthly Newsletter*
24. *MDDC - Notification of Key Decisions July 2016*
25. *DCC - 'Is Devon a good place to live' Survey*
26. *Citizens Advice - June Newsletter*
27. *Sandford Parish Council - Queen's Celebrations*
28. *Sustainable Crediton - Crediton Food Festival Needs Your Help*

**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 receive a recommendation from the Administration & Personnel Committee to change the Assistant to the Town Clerk & Mayor's terms and conditions of employment.** (Councillors attention is drawn to the minutes of the Administration & Personnel Committee meeting held on 14<sup>th</sup> June 2016.)
30. **Close**