



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, 8th December 2015**, 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

2nd December 2015

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 November 2015, 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 November 2015, for information only.

8. **To receive, and to ratify the decisions therein, the minutes of the**
- **Christmas in Crediton Committee meeting held on 17th November 2015**
 - **Crediton Open Space Committee meeting held on 18th November 2015**
 - **Policy & Forward Planning Committee meeting held on 1st December 2015**
- (A copy of the minutes will be issued with the agenda.)
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: [15/01815/FULL](#)
Proposal: Erection of fence around property
Location: 29 Winswood, Crediton, EX17 3EY
Applicant: Miss T Snell, 29 Winswood, Crediton, EX17 3EY

Reference: [15/01834/CAT](#)
Proposal: Notification of intention to fell and remove 1 Lawson Cypress, 1 Beech and 2 Laurel trees and carry out works to 1 Mulberry, 1 Laurel, 1 Bay Laurel, 1 Pittosporum, 1 Silver Birch, 1 Lawson Cypress, 2 Hazel and 4 Holly trees within the Conservation Area
Location: Penton House, Penton Lane, Crediton, EX17 1ED
Applicant: Mr N Frost, Penton House, Penton Lane, Crediton, EX17 1ED

Reference: [15/01766/FULL](#)
Proposal: Erection of 3 dwellings following demolition of redundant structure and modern buildings
Location: John Symes Trust, North Street, Crediton, EX17 3DU
Applicant: Trustees of The John Symes Trust, 14 Cathedral Close, Exeter, EX1 1HA

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 & Mr T Beagent, C/o 25 Exeter Road, Crediton, EX17 3BL

Reference: [15/01844/FULL](#)
Proposal: Change of use of 2 dwellings (C2 Use) to 1 dwelling (C3 Use)
Location: Woodcote, Western Road, Crediton, EX17 3HH
Applicant: Mr J Hyson, Wood Park, Hittisleigh, Exeter, EX6 6LW

10. **Mid Devon District Council – Planning Decisions**
Mid Devon District Council, the determining Authority, has APPROVED the following applications with conditions as filed:

Reference: [15/01078/FULL](#)
Proposal: Conversion of storage building to residential annexe
Location: Pownes House 52 High Street Crediton Devon EX17 3JX
Applicant: Mr P Collier, Pownes House, 52 High Street, Crediton, EX17 3JX

Reference: [15/01084/LBC](#)
Proposal: Listed Building Consent for conversion of storage building to residential annexe
Location: Pownes House 52 High Street Crediton Devon EX17 3JX
Applicant: Mr P Collier, Pownes House, 52 High Street, Crediton, EX17 3JX

Reference: [15/01454/OUT](#)
Proposal: Outline for the erection of 3 dwellings (Revised Scheme)
Location: Orchard Cottage St Lawrences Green Crediton Devon EX17 2BE
Applicant: Mr Roland Ash, Orchard Cottage, St Lawrence Road, Crediton, EX17 2BE

The following application has been WITHDRAWN:

Reference: [15/01591/FULL](#)
Proposal: Erection of a two storey extension following demolition of existing extension
Location: 17A Mill Street Crediton Devon EX17 3AA
Applicant: Miss R Waring, 17A Mill Street, Crediton, EX17 3AA

11. **Accounts Due for Payment and Receipts – To examine and agree the accounts due for payment and receipts for the period 18th November 2015 to 8th December 2015 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 prior to the meeting.)
15. **To resolve to grant the Clerk designated authority to make routine payments during the Council’s Christmas recess.**
16. **To resolve to grant the Clerk in consultation with Cllrs Letch and Harris designated authority to comment on planning applications during the Council’s Christmas recess.**
17. **To resolve the dates the Town Council Office will be closed during the Christmas period.**
18. **To consider and agree/amend Crediton Town Council’s budgets prepared by the Council’s Responsible Financial Officer for the financial year 2016 -2017.**
19. **To consider and agree/amend Crediton Town Council’s reserve levels for the financial year 2016-2017.**
20. **To discuss and agree Crediton Town Council’s precept for the financial year 2016-2017.**

21. **To consider the following grant applications:**
- **CODS**
 - **Turning Tides**
- (A copy of the applications will be circulated with the agenda.)
22. **To agree the Town Council's calendar of meetings for 2016.** (A copy of the calendar prepared by the Town Clerk will be issued with the agenda.)
23. **The receive a recommendation from the Policy & Forward Planning Committee to accept the Traffic Regulation Order request list with the inclusion of item 25 'Lords Meadow Estate' and agree to submit it to Devon County Council for further action.** (Councillors' attention is drawn to the minutes of the Policy & Forward Planning Committee meeting held on 1st December 2015.)
24. **To receive the following recommendation from the Policy & Forward Planning Committee:**
- **The Town Council to formulate a Strategic Plan to cover a 5 year period 1st April 2017 - 31st March 2022**
 - **The following items will be the aims and objectives of the plan.**
 - **Crediton Neighbourhood Plan**
 - **Protecting and preserving public facilities and open spaces**
 - **Youth provision**
 - **Council Functions**
 - **Protecting Public Services**
 - **Christmas in Crediton Project**
 - **Floral Crediton Project**
 - **Crediton Hospital**
 - **CCTV**
 - **Relations with other agencies**
 - **To request each Town Council Committee to review its functions and priorities and confirm its aims and objectives for the period 2017-2022.**
- (Councillors' attention is drawn to the minutes of the Policy & Forward Planning Committee meeting held on 1st December 2015 and to supporting papers issued with the agenda.)
25. **To consider Devon County Council's consultation on its school crossing patrol service and its proposal that school communities should pay for their own school crossing patrol service.** (The documentation relating to this item will be issued prior to the meeting.)
26. **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.**
27. **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

01. *Mr Stewart Barr - Project update*
02. *Mr Summerton - Cancellation of Tiverton Balloon Festival*
03. *Mr Everitt - Worn out zebra crossing outside Hayward's School*

04. *Destination Okehampton - Meeting agenda*
05. *Turning Tides - Invitation to Christmas Pub Jam*
06. *Mr Everitt - Zebra crossing outside Hayward's School*
07. *MDDC - Crediton Free Parking*
08. *CAHMS - Email re Grant Funding*
09. *Cllr J Binks - Reply to Mr Cann re Road Closure shambles*
10. *MDDC Planning Officer - Response re Fordton planning application*
11. *Cllr Brookes-Hocking - Devolution briefing sheet*
12. *Journey Counselling Service - Email re Grant Funding*
13. *TNMWD Citizens Advice - Letter re Grant Funding*
14. *Devon Senior Voice - Letter re Grant Funding*

Matters To Note

01. *Healthwatch Devon - November e-bulletin*
02. *Mr R Cuthbertson - Email re NHS Sell Off*
03. *Mr Agasee & Ms Hayes - Land for development at Fordton*
04. *Devon CCG - Crediton Steering Group November minutes*
05. *PCC Tony Hogg - Monthly Report November 2015*
06. *Cllr Brookes-Hocking - SWALC Regional Conference notes*
07. *Destination Okehampton - Notes of meeting*
08. *NHS - Blood donation sessions*
09. *Crediton Woods Action Group - Notes of Meetin*
10. *DCC - Community News Roundup Nov 2015*
11. *DALC - December Newsletter*
12. *Healthwatch Devon - December e-bulletin*

28. Business brought forward

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

PART TWO

29. **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.**
30. **To receive an update from Cllr Letch and the Clerk regarding the land at Stonypark and agree any actions required.**
31. **Close**