



**Minutes of Credition Town Council's Town Strategy Committee held on
Tuesday, 3rd September 2019 at 6.00 pm, at Credition Library, Belle Parade, Credition**

Present: Cllrs Mr A Wyer (Committee Chairman), Miss J Harris, Mrs E Brookes-Hocking, Mr J Ross, Mr T Matthews (part meeting), Mr J Downes, Mr P Vincent

In Attendance: Mr Jon Tricker, Phil Jones Associates
Devon County Councillor Mr N Way (part meeting)
Mrs Clare Dalley, Town Clerk
1 member of the press
1 member of the public

52 To receive and accept apologies

It was **resolved** to receive and accept apologies from Cllr Mr F Letch. (Proposed by Cllr Wyer)

53 Declarations of Interest

Cllrs Wyer and Downes declared that as members of more than one authority, that any views or opinions expressed at the meeting would be provisional and would not prejudice any views expressed at a meeting of another authority.

54 Public Question Time

There were no questions.

55 Order of Business

There were no changes to the order of business.

56 Chairman's and Clerk's Announcements

There were no announcements.

57 Town Strategy Committee Minutes – To approve and sign the minutes of the Town Strategy Committee Meeting held on Tuesday, 2nd July 2019, as a correct record. It was **resolved** to approve the minutes of the Town Strategy Committee Meeting held on Tuesday, 2nd July 2019, as a correct record and they were duly signed by Cllr Wyer. (Proposed by Cllr Ross)

58 Matters Arising

There were no matters arising.

59 Mr Jon Tricker, from Phil Jones Associates, will be providing a presentation on the 'base model and report' in relation to the development of a microsimulation Vissim model for the Credition Traffic & Urban Realm Feasibility Study. Cllr Wyer welcomed Mr Tricker to the meeting. Mr Tricker provided the presentation, a copy of which is attached as Appendix One.

Devon County Councillor Mr N Way arrived at 6.20 pm.

Following the presentation, Councillors had the opportunity to ask questions.

Mr Tricker left the meeting at 6.40 pm.

60 Order of Business

It was **resolved** to change the order of business by bringing forward agenda item 17 'To consider and comment on the proposed changes to service delivery within Devon and Somerset Fire and Rescue Service' to the next item of business on the agenda, as Devon County Councillor Way needed to leave the meeting early. (Proposed by Cllr Wyer)

61 To consider and comment on the proposed changes to service delivery within Devon and Somerset Fire and Rescue Service. Further information had been issued with the agenda.

As a member of the fire authority County Councillor Way gave an overview of the current situation and the proposed changes to Devon and Somerset Fire and Rescue Service. Explaining that primarily it is being done to save the authority money. They want to reduce the level of service by closing some of the fire stations in the area and reducing the number of vehicles. By doing this they will be able to increase their preventative work. They maintain that the level of incidents have decreased considerably over the years, which they believe is due to increased fire legislation, modern building techniques etc. In CREDITON the service intends to reduce the pumps by one. Currently, there are two pumps, one standard and one fast response vehicle, which is slightly smaller and can be crewed more easily. CREDITON also has a support vehicle which is used across the two counties.

It was **resolved** to OBJECT to the proposed changes to service delivery within Devon and Somerset Fire and Rescue Service for the following reasons:

- the loss of equipment in CREDITON.
- the loss of staff and experience within CREDITON.
- given the number of incidents responded to and given the fact that staffing issues have been resolved it is a much needed and invaluable service.
- to lose a second appliance will mark a detrimental reduction in the service.
- CREDITON and Mid Devon have a significant number of thatched properties and a growing population.
- the number of A377 accidents supports the need to retain the existing service.
- as a Town Council, we recognise the value of our retained firefighters.
- they are a very necessary first responder.
- how much is a life worth?

(Proposed by Cllr Wyer)

Cllr Way left the meeting at 7.15 pm.

62 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: 19/01367/HOUSE
 Proposal: Erection of garage and first floor extension
 Location: 12 Blagdon Rise, CREDITON, Devon
 Applicant: Mr & Mrs W Cockerham, 12 Blagdon Rise, CREDITON, Devon, EX17 1EN

It was **resolved** to recommend NO OBJECTION. (Proposed by Cllr Brookes-Hocking)

63 Mid Devon District Council - Planning Decisions

It was **resolved** to note that Mid Devon District Council, the determining Authority, has APPROVED the following applications with conditions as filed. (Proposed by Cllr Wyer)

- Reference: 19/00882/CAT
 Proposal: Notification of intention to remove 1 Holm Oak tree within the Conservation Area
 Location: 3 Four Mills Lane, Crediton, Devon, EX17 3BT
 Applicant: Mr David Treadaway, 3 Four Mills Lane, Crediton, Devon, EX17 3BT
- Reference: 18/01935/MFUL
 Proposal: Erection of 2-storey GP Practice
 Location: Land at NGR 284429 99439 Joseph Locke Way Crediton Devon
 Applicant: Miss Shelly Oliver, Grainge Architects, The Boatshed, Michael Browning Way, Exeter EX2 8DD
- Reference: 19/00257/CLP
 Proposal: Certificate of lawfulness for the proposed conversion of garage to provide additional accommodation
 Location: 5 Walnut Drive, Crediton, Devon
 Applicant: Mr S Willenbrock, 5 Walnut Drive, Crediton, Devon
- Reference: 19/00910/CAT
 Proposal: Notification of intention to fell 1 Apple tree within the Conservation Area
 Location: Brickfield Cottage, The Burrowe, Crediton, Devon
 Applicant: Mr Vertefuille, Subsidence Management Services, First Floor, Gateway House, 4 Penman Way, Leicester
- Reference: 19/00872/HOUSE
 Proposal: Erection of office building and decking
 Location: Hillcrest, Peoples Park Road, Crediton, Devon
 Applicant: Mr & Mrs B Farrow, Hillcrest, Peoples Park Road, Crediton, Devon, EX17 2DA
- Reference: 19/00829/CLP
 Proposal: Certificate of Lawfulness for the proposed erection of a workshop and change of use of garage to beauty salon
 Location: 39 Alexandra Way, Crediton, Devon
 Applicant: Mrs V Gregory, 39 Alexandra Way, Crediton, Devon
- Reference: 19/00870/CLU
 Proposal: Certificate of lawfulness to establish the lawful implementation of planning permissions 01/02248/FULL and 01/02249/CAC in compliance with Condition (1) imposed upon those permissions
 Location: 1 St Lawrence Green, Crediton, Devon
 Applicant: Mr R Stephens, 1 St Lawrence Green, Crediton, Devon, EX17 3LH

- Reference: 19/00881/FULL
 Proposal: Extension to staff car park and patio area and deposit of excavated material to north of site
 Location: Adaero Precision Components Down End, Lords Meadow Industrial Estate, Crediton
 Applicant: Mr G Rayment, Adaero Precision Components Down End, Lords Meadow Industrial Estate, Crediton
- Reference: 19/00471/LBC
 Proposal: Listed Building Consent for alterations to kitchen to include re-alignment of wall and alterations to fenestration
 Location: 77 High Street, Crediton, Devon, EX17 3LA
 Applicant: Mr Stuart Rowe, 77 High Street, Crediton, Devon, EX17 3LA
- Reference: 19/00800/FULL
 Proposal: Variation of Condition 2 of Planning Permission 16/00283/FULL to allow a revised set of plans
 Location: Old Orchard, Threshers, Crediton, Devon
 Applicant: Mr Paul Warren, P J Warren Ltd, Arden Gardens, Union Road, Crediton, EX17 3AL
- Reference: 19/00798/FULL
 Proposal: Variation of Condition 2 of Planning Permission 14/01156/FULL to allow a revised set of plans
 Location: Fairways East, Threshers, Crediton, Devon
 Applicant: Mr Paul Warren, P J Warren Ltd, Arden Gardens, Union Road, Crediton, EX17 3AL
- Reference: 19/00828/LBC
 Proposal: Listed Building Consent to brick up one external door opening
 Location: 11 The Lodge, Western Road, Crediton, Devon
 Applicant: Mrs Catherine Kestell, Apartado Postal 13, Los Dolores, Cartagena, Murcia, Spain 30310
- Reference: 19/01185/CLP
 Proposal: Certificate of Lawfulness for the proposed erection of a rear extension
 Location: 38 Saxon Close, Crediton, Devon
 Applicant: Mr J Turner, 38 Saxon Close, Crediton, Devon, EX17 3DS
- Reference: 19/00449/FULL
 Proposal: Change of use from offices to Pre-School and Nursery
 Location: Council Offices, Market Street, Crediton, Devon
 Applicant: Mrs Hazel Hodge, Pippins Pre-School and Nursery, Market Street, Crediton, EX17 2BN
- Reference: 19/00450/LBC
 Proposal: Listed Building Consent for internal alterations

Location: Council Offices, Market Street, Crediton, Devon
 Applicant: Mrs Hazel Hodge, Pippins Pre-School and Nursery, Market Street, Crediton, EX17 2BN

Reference: 19/01119/HOUSE
 Proposal: Erection of single storey rear extension and front porch
 Location: 13 Westwood Close, Crediton, Devon, EX17 3NJ
 Applicant: Mr & Mrs D Luxton, 13 Westwood Close, Crediton, Devon, EX17 3NJ

Reference: 19/00948/FULL
 Proposal: Change of use of ground floor from restaurant (Use Class A3) to residential (Use Class C3) and alterations to create 3 additional flats
 Location: 1 St Lawrence Green, Crediton, Devon, EX17 3LH
 Applicant: Mr Ross Stephens, Hazeldene, Threshers, Crediton, Devon, EX17 3PB

Reference: 19/00911/FULL
 Proposal: Formation of new vehicular access
 Location: Land at NGR 284533 99710 (Downes Home Farm) Crediton Devon
 Applicant: Trustees Downes Estate Settlement, C/o Agent

Reference: 19/00873/LBC
 Proposal: Listed Building Consent for the demolition of one brick pillar from driveway to widen existing access
 Location: 1 The Limes, East Street, Crediton, Devon
 Applicant: Mrs Elisabeth Hustwayte, 1 The Limes, East Street, Crediton, Devon, EX17 3BA

It was **resolved** to note that Mid Devon District Council, the determining Authority, has REFUSED the following application with reasons as filed. (Proposed by Cllr Wyer)

Reference: 19/00515/OUT
 Proposal: Outline for the erection of 2 dwellings with associated access, parking and demolition of existing buildings
 Location: Exe Valley Garage Crediton Devon EX17 3DH
 Applicant: Mr & Mrs Cann, C/o Agent

It was **resolved** to note that Mid Devon District Council, the determining Authority, is treating these applications as finally DISPOSED of. (Proposed by Cllr Wyer)

Reference: 18/00742/MOUT
 Proposal: Outline for the erection of 8 industrial units, access road, with parking and recycling areas
 Location: Land at NGR 284328 100184, Commonmarsh Lane, Lords Meadow Industrial Estate, Crediton, Devon
 Applicant: Mr Steven Orrell, Dartmoor View, Queen Street, Winkleigh, EX19 8JB

Reference: 18/00021/NMA
 Proposal: Non-Material Amendment for 14/02130/MFUL to allow alterations as follows: removal of 4 windows on first floor east elevation, alterations to internal layout of Flat 3, and alteration to door opening from Flat 8

Location: 47 Mill Street, Crediton, Devon
 Applicant: Mr Jamie Wright, The Complete Building Regs Service Tumbledown Cottage, Cox Hill, Churchstanton, Taunton, TA3 7RL

64 To receive an update on Crediton Neighbourhood Plan.

Cllr Brookes-Hocking advised that she had recently attended a meeting with Officers of Devon County Council's (DCC) Strategic Planning and Mid Devon District Council's (MDDC) Forward Planning. Currently, there is an issue regarding the allocation of Stonypark Field. DCC want Stonypark Field to be safeguarded for educational use as it regards the field as a strategic site for a school expansion, with the future possibility of creating a single site school. This is because DCC have to know that if they need to expand where this is going to be. During the last four years of preparing the Neighbourhood Plan, this issue has never been raised and thus has not been consulted on. However far off such a project might be, it would have implications for all the access roads and those living on or close to them and, as yet, no one has had the chance to comment. The Neighbourhood Plan Steering Group has also expressed its strong feelings as to the unsuitability of locating a single-site secondary school at the top of a hill. The Greater Exeter Strategic Plan will also influence these future plans, although the extent of this is not known at present.

This issue has caused a delay in the progress of the Neighbourhood Plan. However, QE School, DCC and MDDC are willing to meet to discuss the issue further and to listen to alternative suggestions. Discussions are ongoing.

65 To receive an update on the Old Landscore School building and to consider/agree on the actions that need to be taken to ensure the buildings can be used by the Town Council and community, as soon as possible, and agree the associated costs.

The Clerk advised that plans were moving forward to prepare the building for community and Council use. It was hoped that the building would be operational in its 'raw' state by 1st October 2019. She circulated a budget sheet for the project a copy of which is attached as Appendix Two detailing the spend so far and requesting authorisation for the remaining items, highlighted in purple, to ensure that the necessary and essential equipment required for the building to be used by the 1st October is purchased. It was **resolved** to approve the spending as highlighted in purple on the budget sheet. (Proposed by Cllr Wyer) The Clerk also advised that she and the Council's Special Projects Officer had been contacting local community groups, charities and clubs, regarding a free 'try before you buy' offer, whilst the Council conducts the feasibility study on the building. This will enable groups to ascertain whether the building will work for them and their members. If the answer is yes, those groups will then play an essential part in the feasibility study and the future use of the building long term. All groups are aware that should the Council take the building on a long term basis a charging structure would be implemented.

66 To consider declaring an Ecological Emergency.

Members' attention was drawn to the minutes of the Town Strategy Committee meeting held on 2nd July. Councillors felt that they did not know enough about this issue. It was **resolved** to pass consideration of this item to the newly formed Climate Change and Sustainability Sub-Committee. (Proposed by Cllr Brookes-Hocking)

65. To consider the following proposal from Cllr Matthews:

"To erect a memorial to Oliver Cromwell in Crediton and to discuss a plan to bring this about."

No information had been issued prior to the meeting. Cllr Matthews advised that several people had suggested this to him and he felt it could be very good for tourism in the town. Several members expressed concern regarding a memorial and Cllr Matthews advised that this suggestion was a fluid idea. It was **resolved** to defer consideration of this item until Cllr Matthews could provide more detailed proposals. (Proposed by Cllr Wyer)

66. **To consider formulating and distributing a short survey to businesses on Lords Meadow Industrial Estate to gain an understanding of the challenges their businesses are facing and possible solutions.** The Clerk explained that Cllr Letch had requested this item following recent conversations with some businesses on Lords Meadow Industrial Estate. Cllr Brookes-Hocking advised that Cllr Wyer had expended a lot of time and energy in hand delivering the business survey for the Neighbourhood Plan consultation four years ago. Unfortunately, only 3 businesses completed the survey. It was felt that whilst Cllr Letch should be fully commended on the initiative, the Council office staff should not be involved. It was **resolved** to support Cllr Letch in talking and liaising with those businesses on the industrial estate that are interested, as long as this is done in liaison with the Chamber of Commerce. (Proposed by Cllr Brookes-Hocking)
67. **To consider signing the Devon Climate Declaration.** This item had been requested by Cllr Brookes-Hocking. Further information had been issued with the agenda. It was **resolved** to sign the Devon Climate Declaration. (Proposed by Cllr Brookes-Hocking) Cllr Matthews requested that the minutes record that he voted against the proposal.
68. **To consider what action the Town Council can take to achieve the installation of a safe pedestrian/cycle path from the new Fairfax Mews development to the town.** Further information had been issued with the agenda. Cllr Brookes-Hocking stressed the need for the Council to scrutinise new developments to ensure that the plans allow pedestrians easy access in and out of developments, enabling people to walk to places where they need or would like to go. On the Fairfax Mews development, there is an odd little path at the edge of the flood plain (to the north) that goes nowhere and there is also a spur to the south that could take you to the existing footpath 24. It was agreed for Cllr Brookes-Hocking to liaise with MDDC's Forward Planning Department to discuss how Fairfax Mews pedestrian/cycle access could be improved.
69. **To discuss the green infrastructure land which is part of the new Fairfax Mews development and agree any actions.** Cllr Brookes-Hocking advised that the Fairfax Mews development had a large area of green land with a dip in it where there will be an attenuation pond. She questioned how this area would be managed and what will happen to it in the future. It was confirmed that Persimmon will set up a management company that is owned and run by the property owners. Cllr Brookes-Hocking stated that these areas of land provided a huge opportunity to improve the environment in the town if they were managed correctly. Looking forward the Town Council needs to consider the plan for the land that is allocated within developments. It was agreed for this to continue and to be pursued under the Council's Neighbourhood Plan.
70. **To consider proposals for a Crediton Community Larder and agree any actions.** Further information had been issued with the agenda. It was **resolved** to support the initiative. (Proposed by Cllr Brookes-Hocking)

Cllr Matthews left the meeting at 8.25 pm

- 71. To consider whether the Town Council should undertake a Housing Needs Assessment.** This item had been requested by Cllr Brookes-Hocking. Cllr Brookes-Hocking advised that the need for Crediton to undertake a Housing Needs Assessment had been highlighted from the Neighbourhood Plan process. Devon Communities Together has confirmed that it can carry out the assessment. It was **resolved** for the Committee to defer further consideration of this item until further information is provided, which includes the costs involved. (Proposed by Cllr Harris)
- 72. To consider which three Saturdays over the Christmas period the Town Council would like free parking in St Saviours Way car park.** It was **resolved** to request free parking on the 7th, 14th and 21st of December. (Proposed by Cllr Brookes-Hocking)
- 73. To consider the installation of a flagpole adjacent to the towns War Memorial, the costs and the associated works.** The Clerk advised that the Council's Special Projects Officer had carried out extensive research into the purchase and installation of the flagpole. An 8m fibreglass, rather than aluminium, flag pole was required as these have longevity, strength and are easier to maintain. The flag pole also needs an internal halyard. Three quotations had been received for the same specification and the lowest quotation was from Hampshire Flags at a cost of £295 plus VAT. RJ Brooks have confirmed they can install the flag pole at a total cost of £150 plus VAT. A licence from MDDC will be required, to ensure responsibilities lie where they should, as the flag pole will be installed on its land. MDDC has confirmed there will be no charge for the licence and that it does not want the need for a licence to hold up the installation of the flag pole so, if needs be the paperwork can follow. It was **resolved** as follows:
- to recommend to full Council that £500 is allocated from the Council's General Fund for the installation of a flag pole adjacent to the Town's War Memorial,
 - for an 8m fibreglass flag pole with an internal halyard to be purchased from Hampshire Flags at a total cost of £295 plus VAT
 - to instruct RJ Brooks to install the flag pole at a total cost of £150 plus VAT
 - to enter into a licence with MDDC, which details both parties' responsibilities regarding the flag pole. This Licence to be approved by the full council before being signed.
- (Proposed by Cllr Brookes-Hocking)
- 74. Close**
The meeting closed at 8.29 pm

Signed.....
(Chairman)

Date:.....



transport ● engineering ● placemaking

Crediton High Street

Microsimulation Traffic Model - Baseline

Jonathan Tricker - 3/9/19

Introduction

Background

- Feasibility Study – complete late 2018
- Ongoing discuss with stakeholders (MDDC / DCC)
- Funding for traffic model from MDDC (Air Quality team)

Progress to date

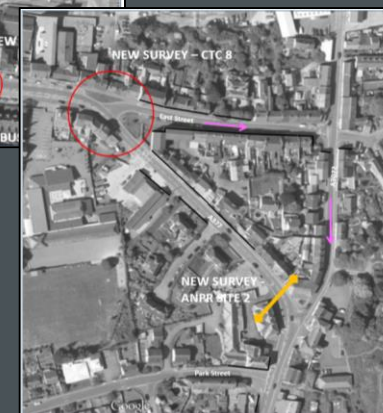
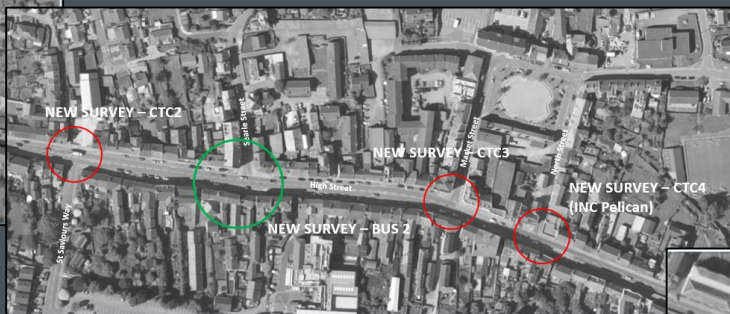
- Traffic surveys undertaken 13th June 2019
- Base model built and validated (July)
- Local Model Validation Report prepared (submitted to DCC for audit)

Traffic Surveys Specification

- Survey undertaken by Intelligent Data Limited
- Survey Date – Thursday 13th June 2019
- Time – AM Peak (0630 – 0930), PM Peak (1530 – 1830)
- Camera based technology
- Survey Types
 - Automatic Number Plate Recognition (ANPR) – 2 sites
 - Classified Turned Counts – 8 Sites
 - Queue Survey – 8 sites
 - Bus Stop Dwell survey – 3 bus stop pairs
 - Pedestrian crossings / movements



Survey Locations



Microsimulation Model (Vissim)

Scope of Model

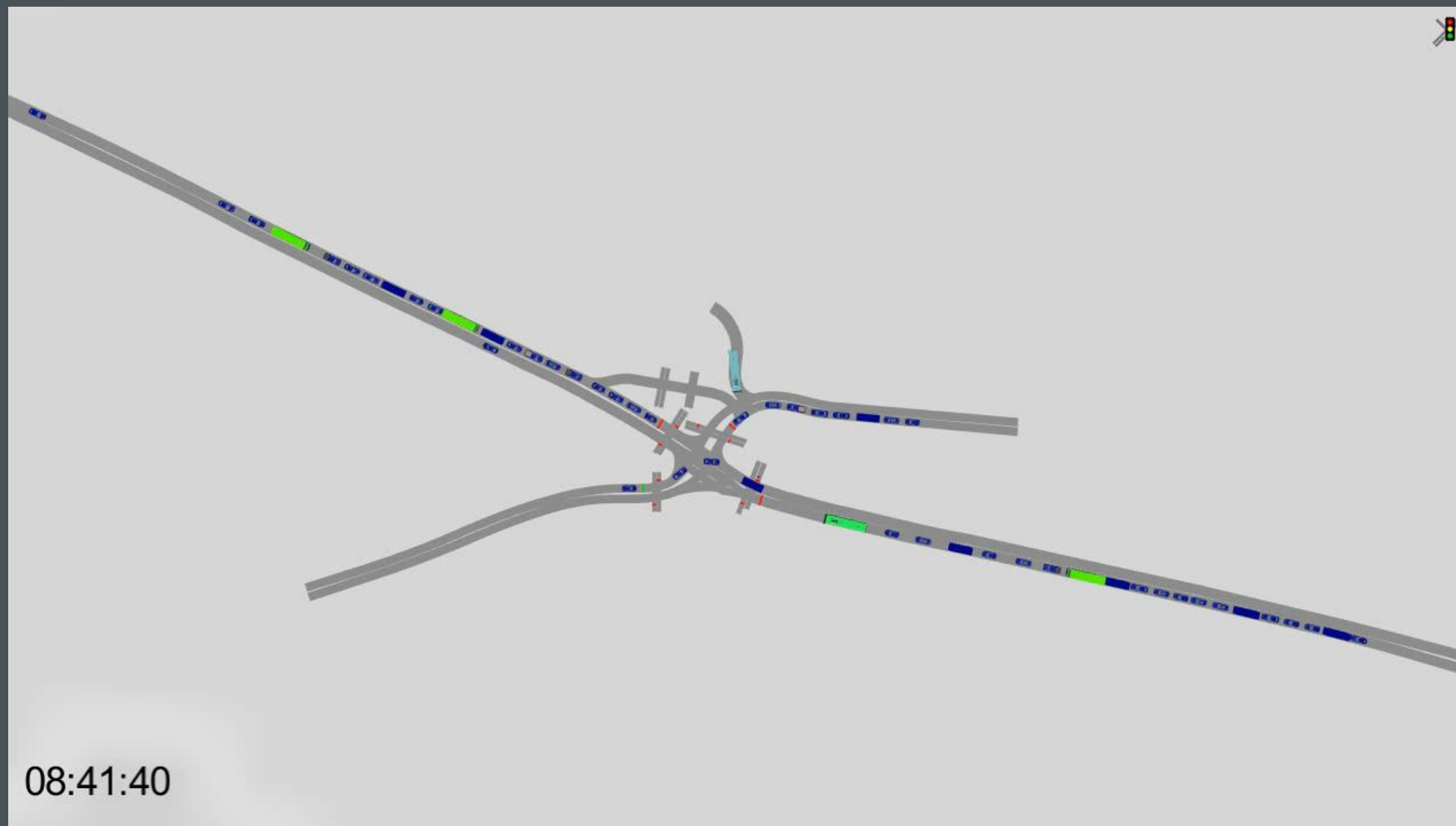
- Model traffic flow, speed, delay and origin destination
- Baseline 2019 & Future scenarios
- Outputs used by MDDC Air Quality consultants (Ricardo)
- Capacity outputs used by DCC

Progress to date

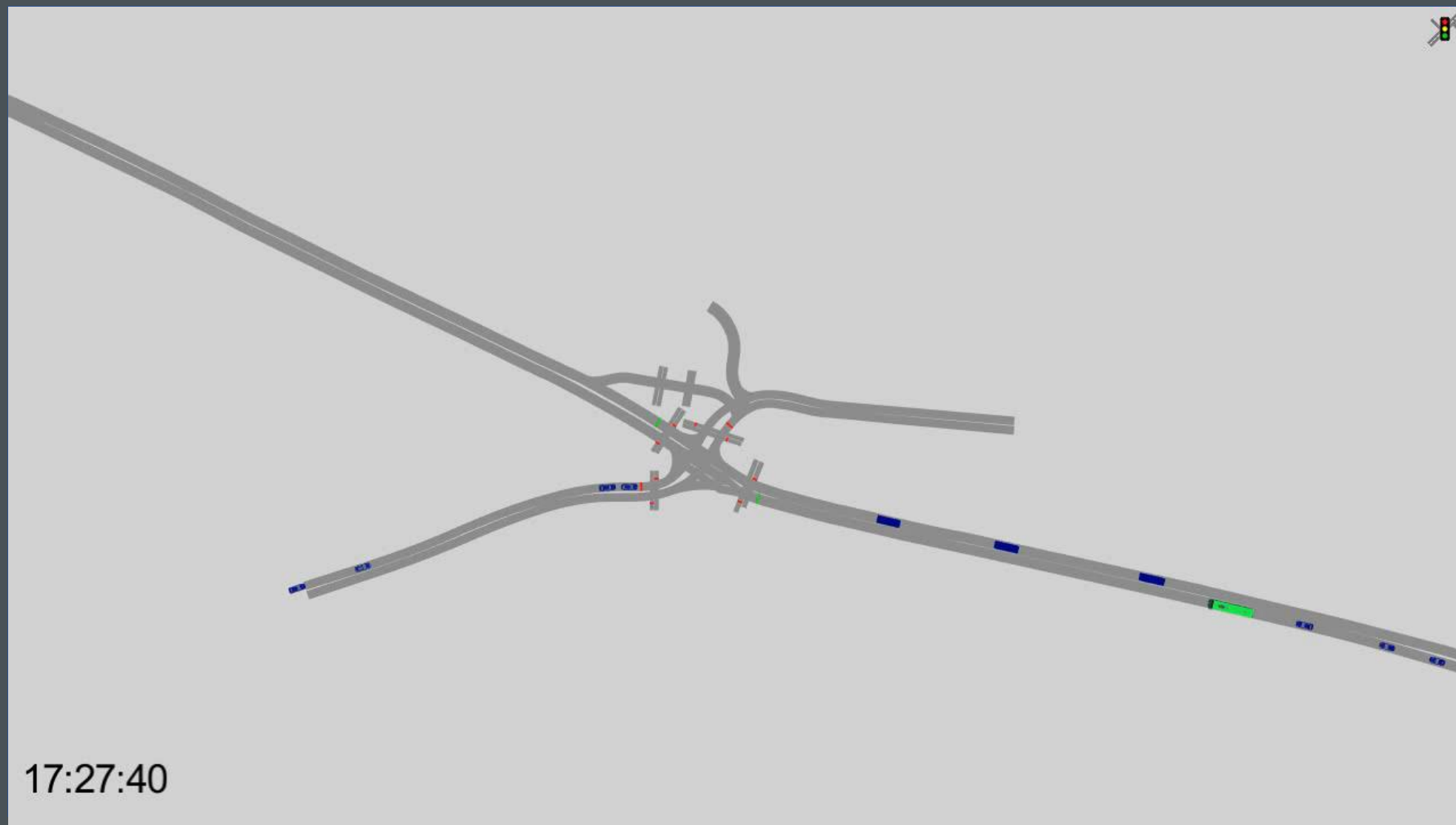
- Base model built and validated
- Local Model Validation Report prepared
- Sample Video available



AM Model – Base (sample only)

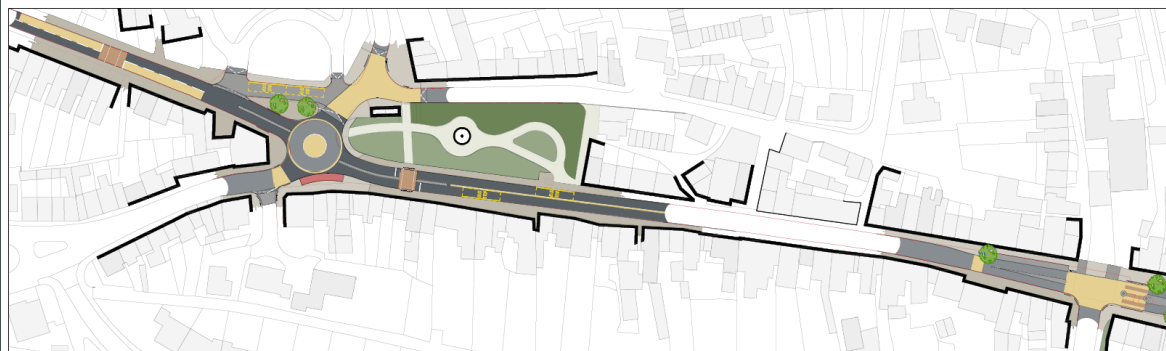


PM Peak - Base (sample only)

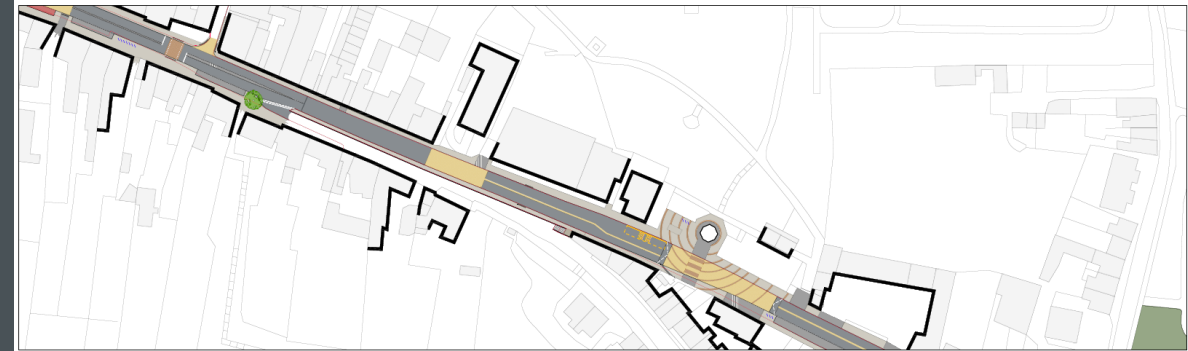


Next Steps – Scheme Modelling (September)

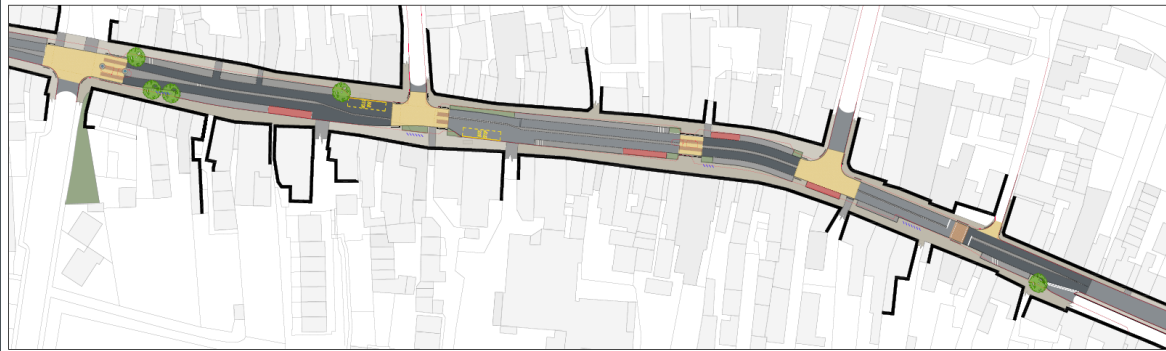
- Set up scheme model based on proposed network
- Report on changes in flow, delay, speed, pedestrian crossing & air quality



EMERGING DESIGN: WESTERN ROAD TO ST. SAVOURS WAY



EMERGING DESIGN: UNION TERRACE TO THE WAR MEMORIAL



EMERGING DESIGN: ST. SAVOURS WAY TO UNION TERRACE



EMERGING DESIGN: CHURCH STREET TO CHARLOTTE STREET



transport ● engineering ● placemaking

Old Landscore School Expenditure

	<u>Supplier</u>	<u>Monthly Cost £'s</u>	<u>Total Cost £'s</u> <u>net of VAT</u>
<u>Furniture</u>			
3 tables and 18 chairs	Fremington Parish Council		£110.00 Paid for
2 folding tables and 4 folding benches	Universal Office Solutions		£106.00 Paid for
2 x office chairs for Council	Univeral Office Solutions		£158.00
4 drawer Lockable filing cabinet	Universal Office Solutions		£99.00
Small lockable shelving cabinet	Universal Office Solutions		£112.00
Sub Total		0	£585.00
<u>Utilities (ongoing cost)</u>			
Water	South West Water	TBC	Signed Up
Electricity	Octopus	TBC	Signed Up
Business Rates	MDDC	TBC	Advised
Sub Total		0	£0.00
<u>Community Use</u>			
2 x Dry Wipe Boards			£98.00
Flip Chart			£60.00
Sub Total		£0.00	£158.00
<u>Technology and Communications</u>			
Additional Desktop Computer	Project Cosmic		£525.50 Needed anyway
IT installation and transfer to the cloud			£560.00
VLAN	Project Cosmic	£0	We already have it
Broadband	Concorde	£28.00	
Line Rental	Concorde	£10.99	Instructed and being installed
Connection fee	Concorde		£60.00 Instructed and being installed
Printer	Concorde		£494.85
Sub Total		£38.99	£1,640.35
<u>Health and Safety</u>			
Fire Risk Assessment	WT Consultancy		£200.00 Completed report awaited
Initial Clean - inclusive of windows	Mid Devon Cleaning		£165.00 Instructed
Electrical Inspection	Jo Ward		TBC
PET Testing	Jo Ward		TBC
Sub Total		£0.00	£365.00
<u>Miscellaneous</u>			
Removal costs of 3 tables and 18 chairs	Rose Removals		£220.00 Paid for
Feasibility Study	Dawn Eckhart		TBC
Sundries Bits and Bobs			£1,000.00
Sub Total		£0.00	£1,220.00
Grand Total		£38.99	£3,968.35

Key
Instructed/Agreed/Paid for
Awaiting Council agreement
Pending price