



**Minutes of Crediton Town Council's Policy & Forward Planning Committee, held on Tuesday, 4<sup>th</sup> July 2017, at 6.00 pm, at the Council Offices, Market Street, Crediton**

**Present:** Cllrs Mrs L Brookes-Hocking (Committee Chairman), Mr F Letch, Miss J Harris, Mr A Wyer, Mr J Downes (part meeting) and Mr J Ross

**In Attendance:** Mrs Emma Anderson, Assistant Clerk

**22. To receive and accept apologies**

No apologies were received.

**23. Declarations of Interest**

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

**24. Public Question Time**

There were no members of the public present.

**25. Order of Business**

There were no changes to the order of business.

**26. Chairman's and Clerk's Announcements**

There were no announcements.

**27. Policy & Forward Planning Committee Minutes – To approve and sign the minutes of the Policy & Forward Planning Committee Meeting held on 6<sup>th</sup> June 2017, as a correct record.** It was resolved to approve the minutes of the Policy & Forward Planning Committee Meeting held on 6<sup>th</sup> June 2017, as a correct record and they were duly signed by Cllr Brookes-Hocking. (Proposed by Cllr Harris).

**28. Matters Arising**

Page 14, minute number 14: The Assistant Clerk read an email received from Yvonne Pope, Crediton & District Access Group, regarding the disabled parking bay on Dean Street. The TRO recommendations have already been submitted to Devon County Council (DCC) therefore members took note of the comments received and agreed to wait until a response had been received from DCC.

**29. To receive an update on the road widening scheme at Marsh Lane and the Town Council's request for the installation of a safe crossing place between the junction of Hawkins Way and the Leisure Centre and agree any actions.** The Assistant Clerk confirmed that three emails have been sent to Mr Anstee, Devon County Council, however no response has been received. The Town Clerk is going to ask Cllr Way to chase the matter.

*EWB/H*

30. **To receive an update on the progress of Crediton Neighbourhood Plan.** Cllr Brookes-Hocking advised members that progress is being made and they are looking to start the 6-week statutory consultation period during mid-Autumn. Although a public exhibition is not mandatory, the Neighbourhood Plan Steering Group will be discussing holding a public event in October.
31. **To consider allocating £1,500 from the Town Council's Economic Development earmarked reserve fund to purchase advice from two traffic consultants regarding the possibility of conducting a High Street feasibility study.** Further information had been issued with the agenda. Cllr Letch advised members that Mid Devon District Council (MDDC) paid for an extensive high street study in Tiverton and queried whether any funds could be made available from MDDC to carry out a similar study in Crediton. The Assistant Clerk confirmed this would be investigated.

Cllr Downes stressed that, if a feasibility study is to be conducted, a robust brief needs to be devised to ensure the outcomes are achievable and realistic.

It was **resolved** to allocate £1,500 from the Town Council's Economic Development earmarked reserve fund to purchase advice from two traffic consultants regarding the possibility of conducting a High Street feasibility study, however other funding sources will also be investigated in the meantime. (Proposed by Cllr Brookes-Hocking)

32. **To consider an e-mail received from Devon County Council's Neighbourhood Highways Officer regarding the maintenance of Crediton High Street footways and agree a course of action.** A copy of the e-mail had been issued with the agenda. Members discussed the merits of both tarmac and paving slabs on the High Street, including the impact on the character of Crediton as well as the health and safety implications.

It was **resolved** to respond to Devon County Council's (DCC) Neighbourhood Highways Officer expressing that the Town Council does have strong views regarding the maintenance of Crediton's High Street footways and the proposal to replace existing slabs with tarmac. (Proposed by Cllr Wyer)

Due to the Council's strong views, it was further **resolved** for a meeting and full inspection of the High Street to be arranged between DCC's Neighbourhood Highways Officer, at least one representative from the Town Council and a member of the Crediton & District Access Group, to identify all defective areas. (Proposed by Cllr Letch)

33. **To consider and comment on Mid Devon District Council's Draft 5 Year Air Quality Action Plan.** A copy of the draft plan had been issued with the agenda. Cllr Brookes-Hocking advised members that several Councillors met with Mid Devon District Council (MDDC) officers to discuss the plan. Significant progress has been made since the building of the Link Road, as this has reduced traffic levels in Exeter Road. There is still a small area with higher than acceptable levels of nitrogen dioxide, at the west end of the High Street outside the Duke of York. MDDC is looking at ways to improve air quality in this area and continues to look to improve levels throughout the Town.

Members discussed measure 17: "Construction of St. Lawrence Green bus lay-by at Crediton". It was agreed that this would not be the most appropriate measure due to the amount of St Lawrence Green that would be lost.

*EWBH*

Cllr Wyer suggested the use of the bus stop outside of the QE Upper School site. This was previously used as one of the main bus stops in the Town, however members had concerns regarding how accessible this site would be when travelling from Landscore. It was agreed that the current layout of the junction would need reviewing, as the island could be reduced to allow better access.

It was **resolved** to submit the following comments on Mid Devon District Council's Draft 5 Year Air Quality Action Plan:

- Measure 17 "Construction of St. Lawrence Green bus lay-by at Crediton". The Town Council does not think St Lawrence Green would be appropriate, however it would support the possibility of buses stopping on the QE side of St Martins Lane. This area used to be the main bus stop and the current layout of the area must be explored.
- Measure 5 "New cycleway from Leisure Centre to Shobrooke". The Town Council would like confirmation of the exact route.

(Proposed by Cllr Brookes-Hocking)

34. **To consider 106/Public Open Space projects/schemes to be submitted to Mid Devon District Council's Planning Obligations Monitoring Officer.** Further information relating to this item had been issued with the agenda. Members discussed possible public open space projects in the Town. Cllr Wyer advised members that Joe Scully, Operations Manager at Mid Devon District Council, has various ideas for Newcombes Meadow.

It was **resolved** to invite Joe Scully to the next full Council meeting to present his ideas for Newcombes Meadow to the Town Council. Following this, the Committee would consider submitting a 106 scheme for Newcombes Meadow and the area outside of Newcombes Meadow toilets. (Proposed by Cllr Brookes-Hocking)

It was further **resolved** to submit Fulda Crescent, Spinning Path Gardens & Greenway Play Areas to Mid Devon District Council's Planning Obligations Monitoring Officer as 106 projects, following the play area public consultation. (Proposed by Cllr Letch)

*Cllr Downes left the meeting at 7.02 pm*

35. **To review the Council's submission for the Local Council Award Scheme Gold Award including reviewing/amending the Town Council's 5 Year Strategic Plan.** A copy of the 5 Year Strategic Plan had been issued prior to the meeting. Members noted the 5 Year Strategic Plan with no further comments. The Assistant Clerk confirmed that the Council has registered its interest with NALC.
36. **To consider the Mid Devon District Council Local Plan Review Examination.** Further information relating to this item had been issued with the agenda. It was **resolved** to note the Mid Devon District Council Local Plan Review Examination. (Proposed by Cllr Brookes-Hocking)
37. **To receive an update on the proposed installation of a Devon Air Ambulance Lighting column and agree any further actions required.** The Assistant Clerk confirmed that the Town Clerk had met with Toby Russel, Devon Air Ambulance Trust, and he confirmed that they are currently considering using the Crediton Football Club site. This is a better location and the site already has floodlights in place.

**PART TWO**

- 38. It was **resolved** 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 (Proposed by Cllr Brookes-Hocking)
  
- 39. **To discuss the ongoing negotiations regarding the Council Office building and agree any further actions.** The Assistant Clerk confirmed that Mid Devon District Council’s Cabinet meeting is being held on Thursday, 6<sup>th</sup> July 2017, therefore an update will be available after this date. The Clerk is continuing to liaise with existing tenants within the building. Due to the confidential nature of this item no further information can be disclosed at this time.
  
- 40. **Close**  
The meeting closed at 7.11 pm.

Signed..   
(Chairman)

Date: 05/09/2017