



**Minutes of Crediton Town Council's Policy & Forward Planning Committee, held on Tuesday, 5<sup>th</sup> September 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 and Mr J Ross

**In Attendance:** Mrs Clare Dalley, Town Clerk

**41. To receive and accept apologies**

It was **resolved** to accept apologies from Cllr J Downes. (Proposed by Cllr Harris)

**42. Declarations of Interest**

Cllr Letch declared that as a member 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.

**43. Public Question Time**

There were no members of the public present.

**44. Order of Business**

There were no changes to the order of business.

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

There were no announcements.

**46. Policy & Forward Planning Committee Minutes – To approve and sign the minutes of the Policy & Forward Planning Committee Meeting held on 4<sup>th</sup> July 2017, as a correct record.** It was **resolved** to approve the minutes of the Policy & Forward Planning Committee Meeting held on 4<sup>th</sup> July 2017, as a correct record and they were duly signed by Cllr Brookes-Hocking. (Proposed by Cllr Harris).

**47. Matters Arising**

Page 10, minute number 34 – Cllr Brookes-Hocking requested that Mr Scully attend the October Policy & Forward Planning Committee Meeting.

**48. To consider the current position regarding 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.** Further information relating to this item had been issued with the agenda. An e-mail dated 13<sup>th</sup> July 2017, from Mr James Anstee, Planning Transportation & Environment Officer at Devon County Council (DCC) was noted. Councillors acknowledged the installation of a satisfactory safe crossing place would be in abeyance until the Rugby Club relocates and there is further development within the vicinity, however, it was agreed this could be in 3-5 years' time and that DCC could feasibly install a temporary measure in the meantime.

It was also agreed that the highway surface in the desired location of the safe crossing point is in extremely poor condition. Therefore, it was **resolved** to reply to Mr Anstee acknowledging the contents of his e-mail and requesting the highway in this location be resurfaced in a different colour, in order that motorists recognise the area is different and adapt their driving accordingly. (Proposed by Cllr Brookes-Hocking)

**49. To receive an update on the progress of Crediton Neighbourhood Plan.**

Cllr Brookes-Hocking advised the Neighbourhood Plan has been drafted and submitted to Mid Devon District Council (MDDC) Forward Planning for their comments. The Steering Group disagree with MDDC's new Local Plan which allocates 85% of the prime shopping area to A1 and A3. This means that 15% of the prime shopping area could be offices. Given that Crediton does not suffer from empty shop syndrome and that historically over 90% of the prime shopping area frontage has been A1 & A3, the Neighbourhood Plan Steering Group feel very strongly that 90% of the prime shopping area should be A1 & A3, which would require a departure from the Local Plan. There is a legal way to do this and the group are pursuing it.

**50. To receive an update regarding the maintenance of Crediton High Street footways, following the footways inspection with Devon County Council's Neighbourhood Highways Officer, and agree a course of action.** Further information relating to this item had been issued with the agenda. Cllr Letch attended the footway inspection together with representatives of Crediton & District Access Group and Mr Stephen Tucker, Neighbourhood Highways Officer at Devon County Council (DCC). Cllr Letch advised that during the inspection every issue shown to Mr Tucker did not meet DCC's criteria of being a defect. This is because a defect must be 2cm or over and loose slabs don't count as a defect. Mr Tucker advised that Crediton High Street is walked by DCC Officers once a month and thus far no defects have been identified. Mr Tucker acknowledges that the High Street will become a maintenance issue and will need relaying due to the increasing number of trips, cracks and rocking slabs, however, the inspection revealed that the slabs were not defective. Cllr Letch commented that the defect criteria is too high. The option of whether to have the footways improved was discussed. DCC's policy is, "where practicable, to relay slabbed areas of footway with bituminous macadam which is more cost efficient, durable and a superior material with regards to maintenance and eliminating safety defects". Mr Tucker has advised there is a good chance of funding being available for the majority of the High Street footway to be replaced with bituminous macadam. He also advised that relaying slabs is "far more expensive" and DCC would only be able to target defective areas if Crediton wished to keep the footways slabbed.

Councillors discussed both options and it was **resolved** for the Clerk to ask if buff coloured bituminous macadam could be used as this would retain the aesthetic of the High Street whilst also addressing the safety issues. (Proposed by Cllr Letch)

**51. 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. The Clerk advised that as part of her Detached Youth Work project, Miss Lauren Strand, Youth Worker at Crediton Methodist Church, had received a request for a cover for the skate park located at Lords Meadow. This was felt to be a worthwhile project and it was **resolved** to submit it as a 106 Public Open Space project. (Proposed by Cllr Brookes-Hocking)

*EWB*



52. **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 with the agenda. The Clerk advised that following Cllr Wyer's recent resignation as a Town Councillor, the Town Council does not currently satisfy the electoral mandate requirements for the Local Council Scheme Gold Award.

The Strategic Plan was reviewed by members and it was **resolved** to recommend its immediate adoption to full council. (Proposed by Cllr Letch)

53. **To consider the Service Proforma responses and agree any actions required.** A copy of the information received had been issued with the agenda. The Service Proforma was reviewed and it was agreed it was an excellent and informative document. The Assistant Clerk was thanked for the excellent job she had done. Cllr Letch asked for a copy of the document to be forwarded to MDDC. The Clerk advised that once she had double checked that all the information could be released into the public domain, the document would be uploaded to the Town Council website.
54. **To consider the Town Street Furniture Inventory and agree any actions required.** A copy of the inventory had been issued with the agenda. The Town Street Furniture Inventory was reviewed and it was agreed it was an excellent and informative document. The Assistant Clerk was thanked for the excellent job she had done.

Cllr Brookes-Hocking recommended it would be useful to have an inventory of all land assets owned by Mid Devon District Council and Devon County Council. The Clerk confirmed she would investigate this.

There was a brief discussion regarding St Lawrence Care Home. The building has been empty for several years and Councillors felt that DCC could be doing more with it. It was felt that it would be ideal for social housing. The Clerk confirmed she would include this as an agenda item for the next meeting.


55. **To receive an update on the planned health and wellbeing consultation for Spring 2018 and agree any further actions.** Further information relating to this item had been issued with the agenda. The Clerk advised the 25<sup>th</sup> April 2018 had been set with the event being held in the Boniface Centre. It was **resolved** as follows:
- The event should be called a Health & Wellbeing Open Day.
  - The Clerk to liaise with the Committee regarding arrangements for the day.
  - For this to be a standing item on all Policy & Forward Planning Committee agendas.
  - The Clerk to research a guest speaker for the evening who can explain the structure of the health service and how this affects the people of Crediton and the surrounding area.
- (Proposed by Cllr Letch)
56. **To receive an update on the planned Highway Feasibility Study encompassing the High Street and Union Road and agree any further actions.** Cllr Brookes-Hocking provided an overview of what has happened so far, explaining that over the last few years two traffic consultants have been advising the Neighbourhood Plan Steering Group. In particular, looking at ways of addressing the traffic issues in the High Street and how pedestrians cross the road.

*EaBH*

The next step is to ascertain the costs and scope for a full detailed High Street feasibility study. It was **resolved** to contact both traffic consultants Mr Ben Hamilton-Bailey and Mr Jonathan Tricker to ascertain their charges and scope to carry out a detailed High Street feasibility study. (Proposed by Cllr Brookes-Hocking). It was noted that at the Policy & Forward Planning Committee meeting held on 4<sup>th</sup> July 2017, £1,500 had been allocated 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.

**57. To discuss the ongoing negotiations regarding the Council Office building and agree any further actions.** The Clerk advised that Mid Devon District Council's Cabinet had still not made a decision regarding the building. She also advised that the building had now been successfully listed as an Asset of Community Value.

**58. Close**  
The meeting closed at 7.31 pm.

Signed:  Date: 03/10/2017  
(Chairman)