

# MINUTES

**Meeting:** Town Council  
**Date:** Monday, 18 December 2017  
**Time:** 7:00pm  
**Venue:** Younghayes Centre, Younghayes Road, Cranbrook EX5 7DR

## **Present**

Cllr Derek Atkinson  
Cllr Leslie Bayliss  
Cllr Kevin Blakey (in the Chair)  
Cllr Kim Bloxham  
Cllr Ray Bloxham  
Cllr Colin Buchan  
Cllr Sam Hawkins  
Cllr Phil Norgate  
Cllr Matthew Osborn

## **In attendance**

Mr Paul Strange, Cranbrook Herald  
Mr Jon Oliverio, Youth Genesis  
4 members of the public  
Mrs Sarah Jenkins, Town Clerk, Cranbrook Town Council

## **17/266 APOLOGIES FOR ABSENCE**

Cllr Nick Partridge, Cranbrook Town Council  
Cllr Eleanor Rylance, East Devon District Council  
Mr Andy Wood, Exeter and East Devon Growth Point

## **17/267 DECLARATIONS OF INTEREST**

No declarations were made.

## **17/268 MINUTES**

The minutes of the meeting held on 20 November 2017 were accepted as a correct record.

## **17/269 PUBLIC PARTICIPATION**

A member of the public raised concerns regarding the proposal in the Cranbrook Masterplan to develop the green wedge between Cranbrook and Rockbeare and the mix of occupants on the proposed gypsy and traveller sites. The Chairman referred the resident to the Town Council's draft response to the Masterplan consultation.

## **17/270 VOTING PROCEDURE**

**It was resolved** that the voting procedure for agenda item 6 should be by signed ballot under the provisions of Standing Order 8.

## **17/271 CO-OPTION OF COUNCILLORS TO FILL VACANCIES ON THE TOWN COUNCIL**

The Council considered written and verbal representations in support of two applications to fill casual vacancies by co-option onto the Council. Following the subsequent ballot, Mr Barry Rogers and Ms Sarah Gunn were co-opted onto the Council having both gained a unanimous vote.

## **17/272 YOUTH SERVICE PROVISION**

Mr Jon Oliverio of Youth Genesis provided an overview of the youth provision during the previous eleven months. It was noted that volunteers from Cranbrook itself are very low and that the Youth Genesis team for Cranbrook is supported by volunteers from the Torbay area. It was hoped that more volunteers would come forward in the future and noted that training would be provided.

Mr Oliverio explained the rationale behind the proposals for next year, including the aspiration for greater connection between the youth club and other community groups and the possibility that Youth Genesis could deliver the Mocktail events currently run by the Community Development Worker. It was noted that there was a need to plan for future provision given the high number of 0-5 year olds in Cranbrook.

Following the visit by Cllr Nick Partridge and Cllr Matt Osborn to the youth club in November, Cllr Osborn expressed concern regarding the consumption of energy drinks by young people attending the session. It was noted that this had been raised previously with the Co-operative store and it was agreed that this should be followed up by the Town Council at a higher level within the company.

Mr Oliverio thanked the Town Council for its support during the year. The Chairman thanked Mr Oliverio for attending the meeting.

*Mr Oliverio left the meeting at 7.38pm*

## **17/273 DISTRICT AND COUNTY COUNCIL ISSUES**

There were no reports from East Devon District Councillors.

Cllr Ray Bloxham reported on on-going Devon County Council issues:

- The hoops at the exit to the station car park had been removed and the solid overhead barrier had been lowered to 2.1m. Further protection measures are awaited to car park 1;
- Cllr Bloxham continued to follow up the adoption by Devon County Council of the main local route and roundabouts on the B3174.

## **17/274 REPORT FROM THE EXETER AND EAST DEVON GROWTH POINT AND EAST DEVON DISTRICT COUNCIL**

There was no report from the Exeter and East Devon Growth Point.

## **17/275 POLICE REPORT**

The Council noted the Police report covering the period from 31 October until 30 November 2017 and noted the number of crimes reported: common assault 1; theft 3; misuse of communications 1; public order 2; fraud 1; dog out of control 1; possession of class B drug 1; burglary, non-dwelling 1.

Signed: .....

Date: 22 January 2018

## 17/276 CRANBROOK MASTERPLAN CONSULTATION

A copy of the Town Council's draft response had been circulated in advance.

Cllr Ray Bloxham reported that comments on the Town Council's draft response had been received from a number of residents, all of which had been supportive of the Town Council's stance.

Residents' comments included the following points:

- Concern regarding a possible reduction of property values. The concern was noted, but as this is not a material planning consideration it would not be included in the Town Council's response to the consultation;
- The potential issues regarding Station Road were included in the draft response;
- The cost of infrastructure should be picked up by a higher tier local authority. The comment was noted;
- The objection to the potential loss of the green wedge between Cranbrook and Rockbeare was noted and was included in the Town Council's response;
- Potential for an increase in pollution was noted and would be addressed by the Town Council during detailed consideration of future planning applications as at this stage, the Masterplan was a broad outline proposal only;
- Concern regarding the effect of the proposals on migrating birds was noted. The fields in question had previously been identified for development in the East Devon Local Plan.

As no objections to the Town Council's proposed response had been received from the community, **it was resolved** to approve and submit the response to the Cranbrook Masterplan consultation.

It was further agreed to advise East Devon District Council that the Town Council had consulted with the community and that a positive response and support for the comments had been received.

## 17/277 PLANNING APPLICATION 15/2921/MRES

The Town Council considered the amended planning application 15/2921/MRES proposing access, appearance, landscaping, layout and scale for Country Park Phase 3, in respect of the development of Cranbrook (pursuant to application 03/P1900), application accompanied by an Environmental Statement, on land north of Tillhouse Road, west of Tremlett Meadow, Cranbrook. The amendments relate to enlargement of the red line boundary to facilitate the repositioning of footpaths, wetland scrapes, tree planting, street furniture, together with omission of the MUGA and inclusion of stepped access onto London Road.

Cranbrook Town Council commented on the original plans in July 2017 as follows:

*The documents available on East Devon District Council's online planning portal were very difficult to read in detail and few were identified. Most documents were recorded as "Other Plans" and the Committee noted a need to be more specific in online recording.*

*Further details were required about footpaths and cycleways including linkages to other existing parts of the Country Park via new bridges over the Cranny Brook and reinstatement of the existing disused bridge alongside the B3174. The Committee understood that the Consortium had provided funding to Devon County Council for the purpose of the latter.*

*The Committee also requested information on:*

- *Any pedestrian and cycle linkages along the B3174 between the Parsons Lane and Court Royal roundabouts;*
- *How the boundary between the land to the south of Tillhouse Road and the Bovis development was to be treated, especially how the visual impact of the retaining wall and existing fence would be improved;*
- *Safety measures along the cycleway between the Bovis and Taylor Wimpey developments as the Committee detected the potential for safety concerns and antisocial behaviour and recommended seeking advice from the Police Architectural Liaison Officer;*
- *The proposed drainage system.*

Signed: .....

Date: 22 January 2018

*It was resolved to support planning application 15/2921/MRES subject to further information coming forward about access to other phases of the Country Park, the treatment of the retaining wall within the Phase 2 Bovis development, safety measures and details of the proposed drainage system.*

In reviewing the current application, the Town Council agreed comments as follows:

- The information and layout of foot and cycle way layout and linkages is much improved and the proposals are generally supported by the Town Council. It is noted that detail about reinstatement of the ancient bridge to the south of the site (adjacent to the B3174) is not included in the application but it is felt that this should be brought forward in conjunction with this application even if dealt with under a separate planning application.
- It is noted that the cycle way between phase 2 Bovis and Taylor Wimpey parcels is not included in the resubmission and it is assumed will come forward later under a separate planning application.
- The detail as to how the visual impact of the retaining boundary wall between the country park and phase 2 Bovis parcel will be treated is not clear from the application documentation. This does need to be resolved in conjunction with this application.
- It is noted that the proposals do not include the detail of the drainage basins.

**The Council resolved to support the application and recommended approval subject to:**

**Confirmation that proposals for the reinstatement of the ancient bridge can be brought forward in conjunction with this application. The reason is that this forms an important foot and cycle way link between two phases of the country park and is the only potential east / west link in this part of the town avoiding the highway.**

**Further information being available about how the visual impact of the retaining wall between the country park and Bovis parcel phase 2 will be treated.**

#### **17/278 TOWN ARCHIVE PROJECT**

A briefing paper had been circulated in advance. It was agreed that external funding opportunities and similar projects in other towns should be researched.

**It was resolved** to defer this matter to April when it could be explored with an IT support provider as part of work to improve the Town Council's website. It was noted that the Cranbrook Herald would allow access to its archive material and the Town Council thanked Mr Paul Strange for his assistance.

#### **17/279 RESEARCH COLLABORATION WITH EXETER UNIVERSITY**

A briefing paper had been circulated in advance. It was resolved to collaborate with Exeter University as appropriate and agreed that Cllr Blakey and Cllr Kim Bloxham would be the contacts for the Town Council.

#### **17/280 COMMITTEE MINUTES**

**It was resolved** to adopt the minutes of the Planning Committee meeting held on 23 November 2017 and to adopt the minutes of the Amenities Committee meeting held on 27 November 2017.

#### **17/281 EAST AND MID DEVON COMMUNITY SAFETY PARTNERSHIP**

Cllr Derek Atkinson advised that discussions are progressing regarding forming a Local Action Group for Cranbrook with effect from January 2018. It was noted that the LAG will replace the Cranbrook Community Partnership.

#### **17/282 SPORT ENGLAND**

The Chairman thanked and congratulated Cllr Matt Osborn for his work as part of the successful Sport England funding bid for Exeter and Cranbrook. Cllr Osborn had attended the launch event and advised that project assessments would take place in January, following which there would be a clearer idea of the funding available.

Signed: .....

Date: 22 January 2018

### **17/283 DATES OF MEETINGS 2018-19**

Proposed dates of meetings had been circulated in advance and were approved.

### **17/284 SCHEDULE OF PAYMENTS**

The Council approved the schedule of payments appended to these minutes.

### **17/285 EXCLUSION OF PRESS AND PUBLIC**

Due to the sensitive or confidential nature of the following item **it was resolved** to exclude the press and public from the remainder of the meeting on the basis of Section 1 paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960 which stipulates that a council may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.

*The members of the public and the member of the press left the meeting*

### **17/286 ESTATE RENT CHARGE**

Draft copies of the agreements had been circulated in advance and were noted.

The Town Council would hold surgeries in January and February to enable residents to discuss any individual concerns directly with Town Councillors.

### **17/287 COMMERCIAL MODULAR SPACE**

It was reported that it would not now be possible to progress the provision of commercial modular space in the town centre as agreement could not be reached between the various parties involved.

### **17/288 TRANSFER OF THE YOUNGHAYES CENTRE TO THE TOWN COUNCIL**

Reports from the Younghayes Centre Business Plan Working Group and the Assets Delivery Working Group had been circulated in advance.

Following discussion, **it was resolved** that the Town Council purchases the Younghayes Centre from East Devon District Council for the sum of £1.00 with effect from 1 April 2018. **It was further resolved** that authority be delegated to the Town Clerk working with the Asset Delivery Working Group to enter into negotiations with EDDC to implement this decision. It was also agreed to request that EDDC carry out rent reviews with tenants prior to the transfer.

### **17/289 FUTURE USE OF THE COUNTRY PARK**

A revised proposal for the future use of the Country Park had been circulated in advance. **It was resolved** that the proposal be approved and that fees would be reviewed annually as part of the budget setting process.

### **17/290 CLOSE OF MEETING**

The meeting closed at 8.46pm.

Signed: .....

Date: 22 January 2018

