



All members of Cullompton Town Council's
Community Wellbeing Committee
are hereby summoned to attend a meeting of the Committee to be held on
Tuesday 10 April 2018 commencing at 7.00pm
at **the Hayridge Centre, Cullompton (Room 4)**

Judy Morris

Signed: Mrs Judy Morris, Town Clerk

Date: 3 April 2018

AGENDA

Members of the public are very welcome to attend this meeting

Membership: Councillors: Eileen Andrews, Danny Barnes, Iain Emmett, Janet Johns, Will Jones, Rachel Sinclair and Martin Smith

PUBLIC QUESTION TIME:

15 minutes is set aside at the beginning of the meeting to enable members of the public to ask questions which are relevant to the work of the Committee. Up to 3 minutes is allowed for each question.

It may not be possible to reply straightaway and the question may only be noted.

- 1. APOLOGIES:** To receive apologies for absence.
- 2. DECLARATIONS OF INTEREST:** To receive declarations of Interest.
- 3. PUBLIC QUESTION TIME:** To receive questions from members of the public present at the meeting.
- 4. COMMUNITY ACTION GROUP PROJECT:** Presentation by and discussion with Melissa Harvey from the Devon Community Action Group.
- 5. MINUTES:** To consider and approve the Minutes of the previous meeting held on 15 February 2018 (Appendix A).

6. FINANCE

- (i) To receive committee financial report (Appendix B).
- (ii) **Hanging baskets:** To approve cost to supply and water hanging baskets.

7. PUBLIC RIGHTS OF WAY

- (i) To receive report from Footpath Warden.
- (ii) **Leat path project:** To receive confirmation that a total of £6,400 grant funding has been approved, receive report on progress to-date (Appendix C) and agree way forward.
- (iii) Any other Public Rights of Way matters.

8. COMMUNITY & ENVIRONMENT

- (i) **Phone box, Honiton Road:** To consider a use for the phone box, update report.
- (ii) **SpringFest:** Update.
- (iii) **Cullompton Festival:** Update.
- (iv) **Dementia Action Alliance:** To receive dates of dementia awareness sessions.
- (v) **WW1 Centenary:** To receive details of discussion with British Legion and Highways England representatives and agree way forward.
- (vi) **Chapter 8 training for stewards:** To agree way forward.
- (vii) **Circular route leaflet:** To receive confirmation that the TAP Fund application for £100 to print the leaflet was successful and agree the final proof for the leaflet (to be circulated separate from the agenda).

- 9. PEDESTRIAN SAFETY IN CULLOMPTON'S MAIN STREETS:** To receive response from Traffic & Environment Working Group meeting held on 9 March 2018 with regard to a traffic light system in Fore Street and agree way forward.

10. CORRESPONDENCE:

- (i) To consider letter from member of the public regarding the re-use and recycling of plastics and agree way forward (Appendix D)
- (ii) Any correspondence received after the date of this agenda.

11. TO AGREE DATE AND TIME OF NEXT MEETING

In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are very welcome to attend the meeting.



Community Wellbeing Committee meeting
held on
Thursday 15 February 2018 commencing at 7.00pm
in **Cullompton Town Hall**

MINUTES

Present: Councillor Eileen Andrews (in the chair) and Cllrs Iain Emmett, Janet Johns and Martin Smith

Also in attendance: Nick Savage, Volunteer Footpath Warden and Cllr Jordann Barge.

Judy Morris: Clerk

63. **APOLOGIES** were received and accepted from: Cllr Daniel Barnes (personal). 69(vi) as she is a member of the Culm Valley Dementia Action Alliance.
64. **DECLARATIONS OF INTEREST:** Cllr Janet Johns declared a personal interest in respect of Item 69 (vi) as she is a member of the Culm Valley Dementia Alliance.
65. **PUBLIC QUESTION TIME:** None
66. **MINUTES:** The Minutes of the previous meeting held on 9 January 2018 were approved and signed as a true and correct record of the meeting. Proposed Councillor Janet Johns, seconded Councillor Iain Emmett.
67. **FINANCE: To receive committee financial reports:**

RESOLVED: That the Committee Income & Expenditure reports are noted. This includes the reports for the Public Rights of Way, Christmas Lights Event and Cullompton Crier. It was noted that the Committee members considered that the investment in the War Memorial cleaning and Christmas willow project was money well spent.

68. **PUBLIC RIGHTS OF WAY**
- (i) **To receive report from Footpath Warden:** Verbal report, very little survey work undertaken since the last meeting. Footpath grant applications submitted. Email received

from MDDC Cllr Nikki Woollatt setting out her concerns about the proposal to widen the leat path between Station Road and Higher Mill: These concerns included:

- **Consultation with Conservation Officer:** It was agreed to contact the Conservation Officer for her comments/support.
- **Consultation with the Environment Agency:** It was agreed to contact the Environment Agency for their comments/support.
- **Cutting back the hedge:** If the hedge is cut back hard then it will kill the hedge so more effective to remove.
- **Bank erosion:** This proposal is exclusively about widening the path. Bank erosion is another project.

It was confirmed that DCC Public Rights of Way Officers support the project, to be further discussed at the next meeting once comments have been received back from MDDC Conservation Officer and Environment Agency.

(ii) Any other Public Rights of Way matters:

- (a) **Culm Lea:** It was reported that the footpath at Culm Lea is in a poor state, Footpath Warden will investigate what is happening with the diversion order.
- (b) **Footpath Walks:** Footpath Warden will draw up a programme of walks, similar to last year.

69. COMMUNITY & ENVIRONMENT

- (i) Phone box, Honiton Road: To consider a use for the phone box, update report:** Clerk reported no interest in using the box for information purposes as not visible enough.

RESOLVED: That the residents living close to the box are contacted to find out if they have any ideas about how the box might be used.

- (ii) Council Newsletter: To review format and dates for future issues:** £1151 remaining in the Crier budget, Clerk suggested that the next issue is combined with the SpringFest programme with advertising to cover the cost of printing. Delivery to every household in Cullompton will be £500. It was suggested that it is renamed the "New Look Crier" and format to change to A5 booklet.

RESOLVED: That the next issues of the Crier includes information about the SpringFest on 14 April, advertising revenue to cover cost of printing and delivery to be paid for from the Crier budget. Future editions to be issued to coincide with: June (Festival Week), September (Autumn Food & Drink Festival) and November (Christmas Festival).

- (iii) Removal of grilles around trees: To receive response from Devon County Council and agree way forward:** Clerk reported that DCC has stated that they will not remove the grilles as they do not consider them to be a safety defect but happy for the Town Council to remove the grilles and keep them. They do not want the grilles back.
- (iv) SpringFest: Update:** Clerk reported that arrangements are progressing well.
- (v) Cullompton Festival: Update:** No report received.
- (vi) Dementia Action Alliance: To receive confirmation that the Town Council is now registered and agree any action required:** Clerk asked Councillors to register by viewing the video which was circulated to all Councillors via email. Cllr Janet Johns reported that awareness sessions are being arranged.

(vii) WW1 Centenary: Discussion about arranging some form of exhibition. It was suggested that this could be held in the cemetery chapel on 11 November. Start to collect items of interest and make people aware that the Council is looking for First World War memorabilia for an exhibition. Suggestions:

- Find out about items made in Cullompton during the First World War e.g. canvas footies.
- Local regiments.
- War graves in Cullompton cemetery.
- Contact local history group to find out if they have any ideas.
- Contact British Legion to discuss.

Bring ideas to the next meeting for further discussion.

(viii) Devon Air Ambulance Night Landing site: To receive confirmation that the equipment for a Night Landing site at Cullompton Rugby Club has been fitted and agree any future actions required: Clerk confirmed that the project has been completed and Cullompton now has a night landing site at Cullompton Rugby Club. The company that installed the equipment has submitted a quote for annual servicing.

RESOLVED: That it is suggested to the Cullompton Rugby Club that they can submit a grant application for funding for the annual servicing of the night landing equipment.

70. PEDESTRIAN SAFETY IN CULLOMPTON'S MAIN STREETS: To receive response from Devon County Council with regard to erection of signage and speed reminder signs and agree way forward: Discussion about provision of vehicle activated signs (VAS) and whether there was a need for such a sign in Willand Road.

It was considered that traffic had flowed more easily through the town centre when there were traffic lights due to repair of gas leak.

RESOLVED: That the Traffic & Environment Working Group is asked to look for evidence to support the installation of a traffic light system in Fore Street (between the two zebra crossings). Proposed Cllr Martin Smith, seconded Cllr Eileen Andrews.

71. CORRESPONDENCE:

- (i) Involve: Cullompton Health & Wellbeing Forum on 13 March
- (ii) Community Action Groups Devon: Looking to support groups and set up new ones.
Invite to the next meeting

72. DATE AND TIME OF NEXT MEETING: To be arranged.

APPENDIX B

COMMUNITY WELLBEING COMMITTEE BUDGET 17/18 AS AT 31 MARCH 2018

Budget		2000.00		
Income from Outdoor cinema		87.50		
Air Ambulance night landing project grants		1286.65		
		3374.15		
Outdoor Cinema	500.00			
Wristbands for outdoor cinema	12.75			
Noticeboard signs (Twinning)	53.00			
BBQ expenses	66.11			
Willow project	500.00			
Poppy project	58.29			
Hi-Viz Jackets	98.00			
War Memorial cleaning	150.00			
Bugler for Armistice Service	30.00			
High Street tree report	360.00			
Culm Florist (Armistice Service floral arrangement	25.00	3134.57		
Air Ambulance night landing project	1281.42			
	3134.57	239.58		
P3 SCHEME 2016.17				
Balance brought forward			1068.00	
Less works to leat path FP1 (leat)	119.00			
DCC Contractor works to FP 15 (Old Hill)	400.00			
Contribution towards work carried out by Cullompton Town Council staff	168.00		687.00	
Balance remainig			381.00	
CULLOMPTON CRIER		Budget £3500.00		
May/June Issue Printing	642.00		3500.00	
May/June Issue Delivery	400.00			
Sept/Oct Issue Printing	642.00			
Sept/Oct Issue Delivery	400.00			
March delivery	500.00			
	2584.00		2584.00	
			916.00	
Advertising budget	500.00			
Income to-date	235.00			
Shortfall	265.00		265.00	
Balance remaining			651.00	
NOTE: There is also £3,000 in Community Event Budgets (£1,000 in 2017/18 budget and £2,000 in Ear Marked Reserves)				

APPENDIX C

CULLOMPTON TOWN COUNCIL

Report to: Community Wellbeing Committee

Re: Project to widen the leat path between Station Road and Higher Mill

Prepared by: Town Clerk

Date: 4 April 2018

FUNDING

1. Devon County Council has given the Town Council £5,000 towards the project, with the condition that should the Leat Path Improvements project be abandoned, the Town Council agrees to return any contributed funds back to the County Council.
2. The TAP Fund application for £1400 towards the cost of the project was successful but the following conditions were attached:
 - The applicant needs to establish that the removal of hedging will not result in damage to the leat bank
 - Cullompton Leat Conservancy Board have been consulted and given feedback

Response from Environment Agency (Ian Hooper)

“Thank you for your e-mail. I am confident that the works described do not require statutory permission from the Environment Agency from the flood risk management perspective.

The Town Council may want to take heed of the concerns raised regarding historic instances of the leat ‘leaking’, and the potential for the works to result in the consequences raised by Cllr Nikki Woollatt dated 13 February 2018. Any allegations that a nuisance has occurred as a consequence of carrying out the works described I would deem as being civil in nature.”

Response from MDDC Conservation Officer Sue Warren:

“The plan I was sent shows about half the length of hedge to be leylandii (behind 12a) and which is to be removed. The rest of the hedge (behind 10 and 12) is apparently to be cut back to the property boundary and not removed.

From the photograph it would appear that the plants comprising the hedge are kept cut and there are no individual or groups of trees. It would therefore appear that there is no means of preventing the removal and cutting back of the hedge to the boundary between the leat and the domestic gardens.

Damage to the leat would be a civil matter.

Having re-read the description of the works proposed it appears that timber post and rail fencing may be used which is often used in open spaces but previous comments about use of railings as seen elsewhere along the leat are still relevant as a suitable alternative”.

WAY FORWARD:

1. **Tree report:** A tree specialist has been contacted to provide an estimate for a report to consider whether any damage might to be done to the bank if the trees were to be removed.
2. **Agreement with land owners:** Both land owners have agreed to the work being carried out. The owner of 10 and 12 has commented as follows: *“We would be pleased to discuss your requirements, but would like to see as much of the hedge left as possible, both for privacy and wildlife”.*

We have obtained an estimate of £2850 to carry out all the work i.e. cut back the hedge running alongside the driveway to no’s 10 and 12 Station Road and remove the hedge bordering no 12a Station Road and replace with a featherboard fence. We will need to obtain additional estimates but it may be simpler to suggest that the owners of 10 and 12 arrange for the work to be carried out to their section of hedge themselves and then reimburse them (subject to receipt of acceptable estimate) as, in this way, they will have complete control over the width of the hedge that is cut back.

Following receipt of tree report and if deemed acceptable the Council to obtain estimates for the removal of the hedge bordering 12a Station Road and replacement with fence.

It is envisaged that the work will be carried out in September 2018 due to bird nesting between March and August.

3. **Consultation with the Leat Conservation Board:** This can be carried out once we have the tree report.

FUTURE PROJECT:

As there is more than enough money to complete the project there will be money remaining for bank repairs and to install a pedestrian barrier at the entrance to the path from Station Road. We will need to contact Devon County Council to find out if they are happy for the money to be used for this purpose.

Also the path needs to be cleared back as part of the surface is currently covered by vegetation.

It may be possible to increase the width of the path once the hedge bordering 12a has been removed.

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Cllr Eileen Andrews
Chairperson
Community Wellbeing Committee
Cullompton town Council

6th March 2018

Dear Cllr Andrews

I am writing after a conversation with Judy Morris who suggested that your committee was best placed to consider my concerns.

I am committed to reducing the use of plastic in my household, both single-use plastic and recyclable plastics. My aim is to reduce our waste to landfill to as close to zero as possible and to bring as little plastic into the house as is realistically possible. What I want to ask your committee is to consider encouraging the catering outlets in the town to firstly, commit to reducing their use of plastics in their business and secondly, start to reduce their use of plastics in the sale of their products.

I recently met a lady who runs a café at Dawlish Warren who uses a product that looks and acts like plastic but is made from corn; for instance, take-away coffee cups and lids, ice cream containers and lids, drinking straws, take-away salad bowls and lids, and sandwich bags. Being a plant-based produce, it will biodegrade in a way that is not harmful to the environment and because it is made from a plant material, can be composted along with food waste.

Would your committee take these concerns into consideration and, possibly present them to the town council to be taken forward into the town's catering outlets. I think that if the town has a policy that is committed to reducing plastic overall, it will be well placed to make suggestions to the town's catering outlet.

I understand that the committee will be meeting next on the first Thursday in April; unfortunately I won't be able to attend (I host a public Games Night at Costa Coffee in the High Street on the first Thursday of each month). With that in mind, I would be happy to meet with you before the committee meeting, either alone or with any number of your colleagues to talk further about my concerns. The lady in Dawlish Warren gave me samples of each of the Non-plastic take-away items she uses. If we could meet, I could show you the product (called Vegware).

I look forward to hearing from you.

Sincerely yours

Tricia St Clair

P.S. I am also available to give a power point presentation on practical ways we can individually make changes to eliminate single-use plastic from our landfill waste. If you would be interested let me know.

