



All members of Cullompton Town Council are hereby summoned to attend  
a meeting of the **Town Council** to be held on  
**Thursday 9 August 2018 commencing 7pm at Cullompton Town Hall**

*Judy Morris*

**SIGNED:** Mrs Judy Morris (Town Clerk)

**DATE:** 2 August 2018

## **AGENDA**

**PUBLIC QUESTION TIME: 15 minutes** is set aside at the beginning of the meeting to enable members of the public to bring issues relating to Cullompton to the attention of Councillors. Up to 3 minutes is allowed for each question.

It may not be possible to reply at the meeting. The question will be recorded and a response sent within 10 working days of the meeting.

1. **APOLOGIES:** To receive apologies for absence.
2. **DECLARATIONS OF INTERESTS:** Councillors are reminded of the requirement to declare any interest, including the type of interest, and reason for that interest, either at this stage of the meeting or as soon as they become aware of that interest.
3. **PUBLIC QUESTION TIME:** To receive questions from member of the public present at the meeting. 7.05-7.20
4. **MINUTES:** To consider and approve the Minutes of the previous meeting held on 26 July 2018 (Appendix A). 7.20-7.25
5. **PRESENTATION BY AND DISCUSSION WITH 2 SISTERS REPESENTATIVE RESPONDING TO MATTERS RAISED AT THE PREVIOUS MEETING** 7.25-7.40
6. **PRESENTATION BY AND DISCUSSION WITH DEVON FOOTWAYS TEAM WITH REGARD TO REMEDIAL FOOTWAY SCHEME FOR FORE STREET/HIGH STREET** 7.40-7.55

- 7. COMMUNITY AND ENVIRONMENT** 7.55-8.20
- (i) **St Andrews Church:** To consider request for use of Upcott Recreation Field for community BBQ on Sunday 2 September.
  - (ii) **Devon County Council:** To consider proposed diversion of parts Footpath No, 2 Cullompton (Appendix B).
  - (iii) **Staffline:** To receive response re setting up a drop-in centre for migrants (Appendix C).
  - (iv) **Mid Devon District Council:** To receive response re setting up a drop-in centre for migrants (Appendix D).
  - (v) **Mid Devon District Council:** To receive response re Cullompton representation on the Planning Committee (Appendix E).
- 8. CORRESPONDENCE**
- (i) **Mid Devon District Council:** Parish newsletter
  - (ii) Any correspondence received after the date of this agenda

**RECOMMENDATION:** that due to the commercially sensitive nature of the business to be discussed, the following item is dealt with as Part 2 business and, in accord with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 the press and public are requested to leave at this point and the next section of the meeting is conducted in private.

- 9. GRANT FOR PROVISION OF YOUTH SERVICES: SEPT 2018- 31 MARCH 2019:** To consider applications for grants to the provision of youth services to 31 March 2019. (To follow under separate cover). 8.20-8.45
- 10. DATE OF NEXT MEETING:** To confirm Thursday 23 August 2018 at 7pm as the date for the next Full Council meeting.

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

*Members of the public will only be permitted to speak at the beginning of the meeting during Public Question Time.*

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## APPENDIX A



### Minutes of a meeting of Cullompton Town Council held on Thursday 26 July 2018 commencing 7pm at Cullompton Town Hall

**Present:** Cllr Iain Emmett (in the chair) and Cllrs: Kerry Baldwin, James Buczkowski, Gordon Guest, Janet Johns, Liza Oxford-Booth, Rachel Sinclair, Martin Smith and Mike Thompson

Also in attendance: Approximately 20 members of the public plus one member of the press.

Judy Morris: Town Clerk

- 36. APOLOGIES** received and accepted from Cllrs: Eileen Andrews (meeting), Jordann Barge (personal), Daniel Barnes (personal), Kate Haslett (personal), Lloyd Knight (personal) and Will Jones (personal).

Also: Cllr John Berry (DCC) and Cllr Rosemary Berry (MDDC).

**37. DECLARATIONS OF INTERESTS:**

- Cllr Martin Smith declared a personal interest in respect of Item 45 ((ii) as he is a member of the Street Pastors.

**38. PUBLIC QUESTION TIME:**

- **Chris Snow:** Queries relating to payments made by the Council:
  - (i) Fuel card: why do payments for June total £153.44 when previous 6 months the average cost per month was only £50.
  - (ii) Why is grass cutting in cemetery not shown in full accounts.
  - (iii) Why no staff charge back May/June? Not shown in full accounts.
  - (iv) Sheep notice boards: Why not use Council staff to erect?

*Clerk will investigate and respond directly to Mr Snow, query with regard to fuel payments to be referred to Policy, Finance and Personnel Committee.*

- **Mrs Webb:** What is happening at Knightswood Farm, are they adhering to planning conditions?  
*Clerk will investigate and respond directly to Mrs Webb.*
- **Mr Phil James** referred to the conduct of a member of the Council. *It was explained that the Council is not in a position to make to comment about the conduct of a Councillor. Any complaint should be referred to the Monitoring Officer at Mid Devon District Council.*

**Note:** It was suggested that the Council reviews its media policy.

- He also asked the Council to bring forward Agenda Item 9(ii) to this section of the meeting to enable members of the public present at the meeting to listen/take part in the debate and then leave the meeting.

**RESOLVED:** That Agenda Item 9(ii) is brought forward and becomes the next agenda item. Proposed Cllr Rachel Sinclair, seconded Cllr Mike Thompson.

### 39. MOTIONS PUT FORWARD BY COUNCILLORS

(i) **That the Council is unhappy about:**

- the lack of support being provided to a group of EU workers, recently arrived in Cullompton,
- the lack of support being provided to resolve the tension created,
- the lack of support being provided by their employers and
- the lack of involvement from responsible bodies to improve the accommodation/communications support to resolve the self-evident issues.

**The Town Council recommends that all parties are contacted to encourage the provision of a drop-in centre at a premises to be identified, where EU citizens can receive the help they need with housing, community support and general social support to aid integration into Cullompton (Cllr Iain Emmett).**

*The meeting was closed to enable members of the public to take part in debate.*

Discussion included:

- Recognition that the Police are aware of the situation and have a Migrant Liaison Officer working with the migrants. They have also found a local resident willing to assist with translation.
- Town Council representatives met with the Police and discussed a large number of perceived issues.
- It was stressed that anyone with a concern should dial 101 and insist on getting a log number so that the complaint can be followed up.
- There is a lot of discussion on social media which suggest concerns about feeling uncomfortable walking past last groups of migrant workers. People feel intimidated.
- Police have informed the Council that they had received 7 complaints, which they don't consider to be a large number.
- Agreement that a police presence in the town would provide reassurance and make everyone feel more comfortable. "Old fashion policing" was suggested and also ask the Police to make residents aware of what they are doing to resolve the situation.
- Concerns that the agency responsible for bringing the migrants to Cullompton and Two Sisters, as their current employer, have not carried out due diligence/duty of care in ensuring that the migrants were provided with suitable accommodation.
- It was reported that local MP will be visiting Two Sisters on Friday 27 July to discuss the situation.
- In response to a question about why migrants had been "begging for money" it was suggested that this was because they send the majority of their earnings back to their families and are left with very little to live-on.

- It was explained that some migrant workers have no interest in integrating into the local community, also that they had been promised good salaries, accommodation etc. and then been disappointed.
- It was pointed out that several years ago the town had a similar problem with a group of local teenagers. It is a difficult situation for everyone but a lot of people are working on it.
- Police will be working behind the scenes and dispersal orders might be a solution.
- It was suggested that a Group is set up to work with non-english speakers and integrate them into the community.

**NOTE:**

1. Clerk to check whether a premises in Forge Way is registered a “house of multiple occupancy”.
2. It was suggested that the Council investigates bringing back Councillor Surgeries.

*The Council meeting was re-opened.*

**RESOLVED:** That the Town Council channels the views to partner agencies such as the Fire Service, Police, Mid Devon District Council Housing, Two Sisters and the employment agency to encourage the provision of a drop-in centre at a premises to be identified, where EU citizens can receive the help they need with housing, community support and general social support to aid integration into Cullompton. Proposed Cllr Mike Thompson, seconded Cllr Rachel Sinclair.

- 40. MINUTES:** The Minutes of the previous meeting held on 28 June 2018 were approved and signed as a correct record after deleting the final wording from Item 32 (vi) 2.(e). Proposed Cllr Mike Thompson, seconded Cllr James Buczkowski.

**41. REPORTS**

**(i) Town Mayor:** report included:

- Attended opening of St Andrews Primary School extension.
- Pleased to officially open Cullompton Festival Week and present prizes for short story competition and also 20<sup>th</sup> Anniversary Farmers Market, very successful market held in Forge Way car park.
- Attended meeting with Culm Lea residents to discuss improvements to the play area.
- He suggested that the Traffic & Environment Working Group is tasked with looking at traffic management when the main street is closed due to renewal of gas pipe later this year. Traders have stated that their preference is for a one-way system but concerns about how this would work for large vehicles.

**(ii) District and County Councillors:** None

**NOTE:** Concern that none of Cullompton’s County or District Council representatives were present at the meeting also concern that there is no Cullompton representation on the Mid Devon Planning Committee.

**RESOLVED:** That the Council writes to the Leader of Mid Devon District Council requesting that he nominates someone to represent Cullompton on the Planning Committee, copy to MDDC Portfolio Holder for Planning & Economic Regeneration. Explain that the reason that the Town Council is asking for this is that 50% of the proposed housing development for the district is going to be in Cullompton. Proposed Cllr Mike Thompson, seconded Cllr Rachel Sinclair.

**(iii) Police:** Written report circulated and noted.

**(iv) Meeting with MDDC Planning Officers on 23 July regarding route for Eastern Relief Road:** Ten members of the Town Council had attended, pleased to note that MDDC is including the Town Council in the route planning process. Hope to hold a public consultation in September 2018.

**(v) Culm Garden Village stakeholders meeting on 24 July:** Very positive meeting, emphasis on development being community led rather than developer led.

**NOTE:** Clerk was asked to arrange for powerpoint presentation from Garden Village workshop held on 24 July to be circulated to all Councillors.

**(vi) Neighbourhood Plan Steering Group:** Have been advised to try and get the Plan prepared by December 2018.

#### **42. BUSINESS AND FINANCE**

**(i) Payments: To approve payments for June 2018.**

**RESOLVED:** That payments totalling £26,122.19 for June 2018 are approved and paid. Proposed Cllr Martin Smith, seconded Cllr Liza Oxford-Booth.

**(ii) Financial Reports: To receive Financial Reports for June 2018:** Noted.

#### **43. COMMITTEES AND WORKING GROUPS: To receive the Minutes of the following Committees and Working Groups and approve the recommendations contained therein:**

**(i) Planning & Licensing Committee meetings held on 28 June and 12 July:** Noted

**(ii) Cemetery and Town Hall Committee meeting held on 26 June including approval of the terms of reference contained in the minutes.** Noted

**(iii) Town Centre and Economic Development Committee meeting held on 5 July including approval of the recommendations contained therein.**

**RESOLVED:** That the Minutes of the Town Centre and Economic Development Committee meeting held on 26 June 2018 are noted and the followed recommendation is approved: "That the Town Council formally requests that any new development within the town centre is conditioned, through s.106 Agreements, to make a financial contribution to town centre economic development". Proposed Cllr James Buczkowski, seconded Cllr Martin Smith.

**NOTE:** The following resolution was deferred until the next meeting for more information "That the Town Council responds to Mid Devon District Council as follows "That Cullompton Town Council will take on the responsibility and 100% of the operating costs for the proposed unisex/accessible public convenience on condition that it is constructed to the Town Council's specification".

**(iv) Community Wellbeing Committee meeting held on 10 July:** Noted

**(v) Policy, Finance and Personnel Committee meeting held on 17 July:** Noted

#### **44. COMMUNITY AND ENVIRONMENT**

**(i) Resin sheep on roundabouts: To consider support for a project to install resin model sheep on the roundabouts at J28 and Padbrook.**

**RESOLVED:** That the Council supports the Town Team’s project to install resin model sheep on the roundabouts at J28 and Padbrook. Proposed Cllr Rachel Sinclair, seconded Cllr Kerry Baldwin

- (ii) **To receive Mid Devon District Council’s policy with regard to the provision of litter and dog bins and consider request for a litter bin next to the bus stop in Willand Road, outside the Culm Valley Integrated Centre for Health.**

**RESOLVED:** That, before making a decision, the Clerk finds out the cost of providing and emptying a bin and also whether MDDC make a charge for carrying out the survey work. Find out if MDDC will carry out a general survey of all dog and litter bins in Cullompton.

- (iii) **To consider request that the Council sets up a social media “Community Page”**

**RESOLVED:** That the Council investigates ways to provide community information, look at what others such as the Town Team are doing that the Council can link into. Policy, Finance and Personnel Committee to develop a framework to then be managed by the Community Wellbeing Committee.

#### **45 MOTIONS PUT FORWARD BY COUNCILLORS**

- (i) **That the Council allows one free rental of the Town Hall per month to any local charity to host a fundraising event and that this will be offered on first come, first served basis; individual charities will be eligible for no more than two free rentals in any one year. This is to encourage community fundraising events where the cost of venue hire may be prohibitive (Cllr James Buczkowski).**

**RESOLVED:** That the Council allows one free rental of the Town Hall per month to any *registered* charity based within Cullompton parish to host a fundraising event and that this will be offered on first come, first served basis; individual charities will be eligible for no more than two free rentals in any one year. This is to encourage community fundraising events where the cost of venue hire may be prohibitive. Town Clerk delegated to manage the scheme. Proposed Cllr James Buczkowski, seconded Cllr Liza Oxford-Booth.

- (ii) **That the Town Council formally recognises the work that the Street Pastors do, not just recently, but the time that the volunteers give all year round to keep the townspeople safe. (Cllr James Buczkowski).**

Cllr James Buczkowski explained that he considered that the Street Pastors provide a valuable services for Cullompton, working unsociable hours and providing support for vulnerable people. It was suggested that the Council investigates how it can support the them.

**RESOLVED:** That the Town Council formally recognises the work that the Street Pastors do, not just recently, but the time that the volunteers give all year round to keep the townspeople safe. Proposed Cllr James Buczkowski, seconded Cllr Rachel Sinclair.

#### **46. CORRESPONDENCE**

- (i) **Devon County Council: Overgrown vegetation in Linnet Dene:** Refer to Traffic & Environment Working Group.

**RESOLVED:** That as the time was 9pm that the meeting is extended for a further 10 minutes in order to complete the agenda. Proposed Cllr Iain Emmett, seconded Cllr James Buczkowski.

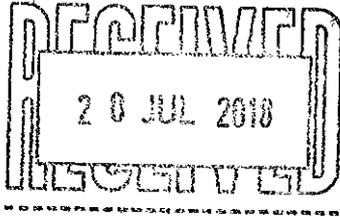
- (ii) **Mid Devon District Council: Opportunities for affordable housing:** Invite to attend a Council meeting.
- (iii) **Environment Agency: Cullompton Mill Leat** – Briefing Note circulated to all members present.
- (iv) **Involve: Invitation to the Cullompton Area Community Conversation, 27 September 1pm-4pm at Cullompton Town Hall:** (concern noted that some people are precluded from attending the meeting as it is being held during the daytime, ask if they will consider organising future meetings in the evening.
- (v) **Devon Footways Team:** Would like to attend a Council meeting to develop the design for Fore Street/High Street footway remedial scheme. Agreed
- (vi) **Mid Devon District Council: Hackney Carriage and Private Hire Licensing Policy consultation:** Circulate to all members for individual response.
- vii) **Devon County Council: Diversion of parts of Footpath 2:** Agenda item for the next meeting.

**47. DATE OF NEXT MEETING:**

**RESOLVED:** To confirm Thursday 9 August 2018 at 7pm as the date for the next Full Council meeting.

**SIGNED:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



**Highways and Traffic Management**

Ms Judy Morris  
Clerk to Cullompton Town Council  
Cullompton Town Council  
The Town Hall  
1 High Street, Cullompton  
Devon EX15 1AB

Devon Highways  
Lucombe House  
County Hall  
Topsham Road  
Exeter  
EX2 4QD

Telephone: 0345 155 1004  
Email: [steve.gardner@devon.gov.uk](mailto:steve.gardner@devon.gov.uk)  
Your ref:  
My ref: Cullompton Fp 2 PPO  
Date: 17<sup>th</sup> July 2018

Dear Ms Morris,

**Proposed diversion of parts of Footpath No. 2, Cullompton**

Devon County Council is proposing to make a Public Path Order to divert parts of Footpath No. 2, Cullompton as shown on the attached maps.

The effect would be to divert the section labelled A – B – C onto D – B – E – F – C. This would move the path from gardens and onto the used pavements and would also move the path away from an eroding river bank.

It would also divert the section labelled P – Q onto P – R which avoids steps and allows access through a wider, two-way gate onto the road. The existing gate at Point Q is a narrow kissing gate which leads to steps down to the field.

The diversions would be made in the interests of the landowners and the public.

Please could you let me have any comments on this proposal to be received by email or at the address at the top of this letter no later than **Friday 17<sup>th</sup> August 2018**.

Please contact me if you would like to discuss this.

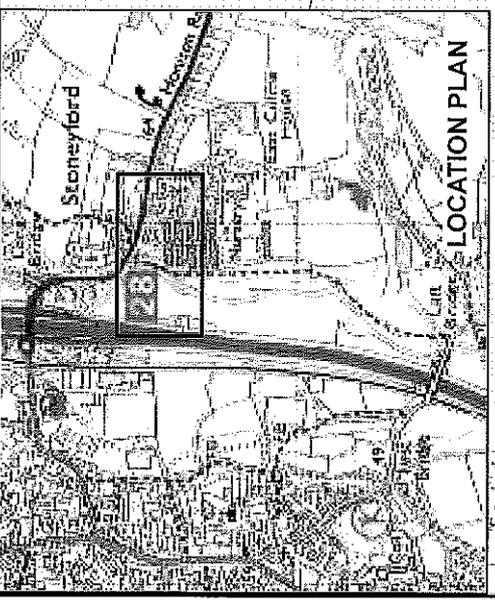
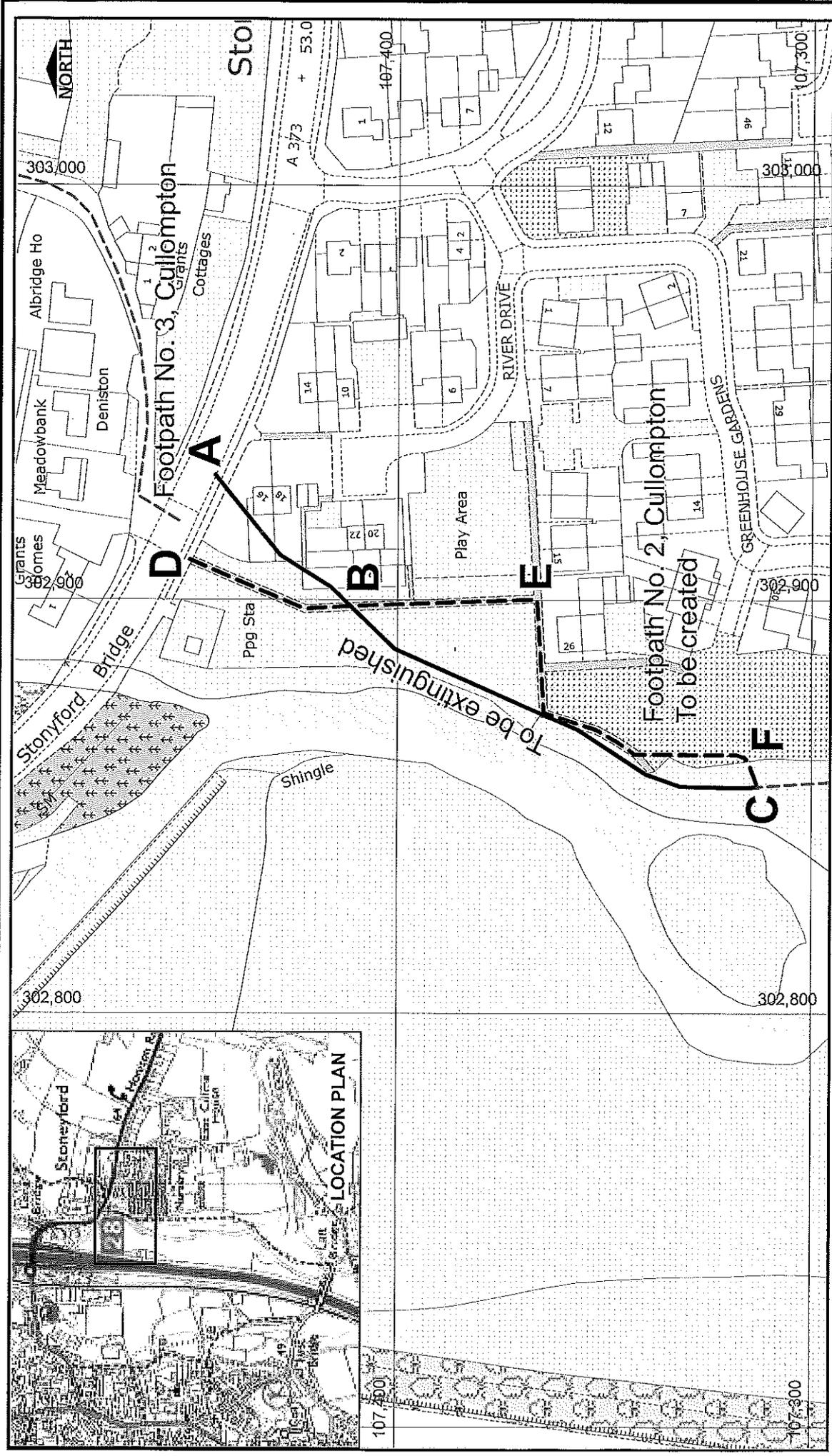
Yours sincerely,

**Steve Gardner**  
**Public Rights of Way**

**Data Protection Act** *The contents of your reply (including your name, address and other personal information) together with any accompanying drawings and documents may be made publicly available and may be published on the Council's website.*

**Meg Booth**  
Chief Officer for Highways, Infrastructure Development & Waste

Textphone: 0345 155 1020  
[www.devon.gov.uk](http://www.devon.gov.uk)



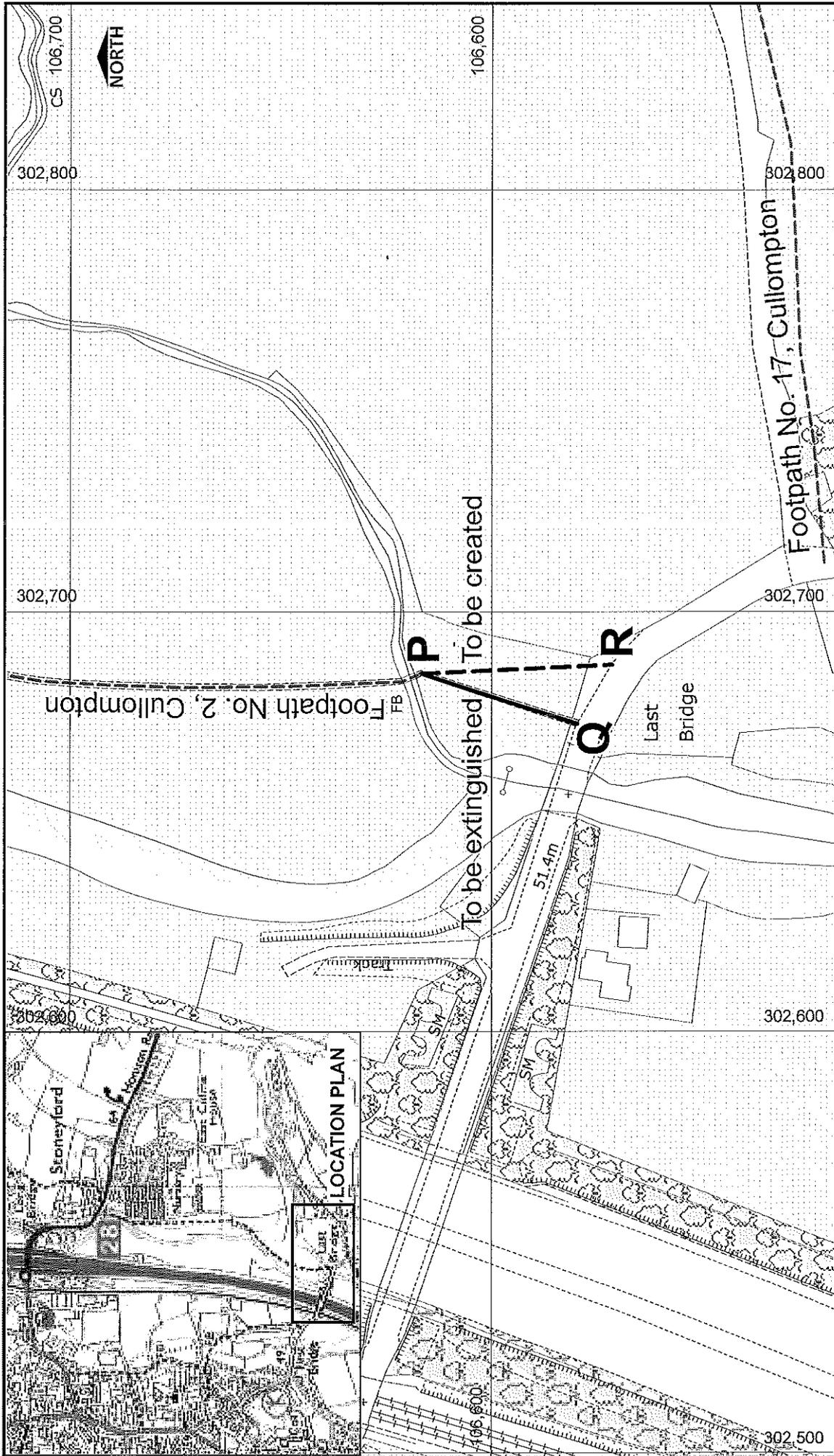
Map Ref ST 0206 0207 Grid 100m © Crown copyright and database rights 2018 OS 100019783

**DEVON COUNTY COUNCIL**  
**PUBLIC PATH DIVERSION AND DEFINITIVE MAP & STATEMENT MODIFICATION ORDER 2018**  
**FOOTPATH NO. 2, CULLOMPTON**

**Notation**  
 To be extinguished A - B - C (approx 155 metres) ———  
 To be created D - B - E - F - C (approx 170 metres) - - - - -  
 Existing Public Footpaths - - - - -

drawing no. HIW/PROV/18/042 (N)  
 date July 2018  
 scale 1:1,250 at A4  
 drawn by SCG

**Meg Booth**  
 CHIEF OFFICER FOR  
 HIGHWAYS INFRASTRUCTURE  
 DEVELOPMENT AND WASTE  
**Devon**  
 County Council



Map Ref **ST 0206 0207** Grid 100m © Crown copyright and database rights 2018 OS 100019783

**DEVON COUNTY COUNCIL**  
**Meg Booth**  
 CHIEF OFFICER FOR  
 HIGHWAYS, RECREATION, CULTURE  
 DEVELOPMENT AND WASTE

**PUBLIC PATH DIVERSION AND DEFINITIVE MAP & STATEMENT MODIFICATION ORDER 2018**  
**FOOTPATH NO. 2, CULLOMPTON**

drawing no. HIW/PROW/18/042 (S)  
 date July 2018  
 scale 1:1,250 at A4  
 drawn by SCG

**Notation**

To be extinguished P - Q (approx 40 metres) ————

To be created P - R (approx 45 metres) ————

Existing Public Footpaths - - - - -

## APPENDIX C

Email from Staffline – 1 August 2018

Dear Judy Morris,

I have received your letter with concerns to large groups of migrant workers who are causing concerns to the local residents in Cullompton.

I understand that the concerns raised have caused many residents to feel at 'unease' however, as one of the largest recruitment companies who employ low skilled and migrant workers we can assure you we are complying by all regulations and have a strong due diligence practice in place. We have a dedicated team who complete compliance checks on each individual worker, making sure they are regulated by the UK working standards. We also have a team to run daily reports and checking that everyone is complying to our standards. Our Audit and Worker welfare team go out daily to sites who conduct health checks and worker welfare interviews making sure everything is in place.

We are delighted to know the Cullompton Town Council have taken such decisions to open a drop-in-centre, giving the migrants help to continue living in UK.

Me and my team are very happy to help the Cullompton Town Council. However, what I would like to establish today is where/what would you like us to support you on?

I will be looking forward from hearing from you.

Kind Regards,

**Dharmisha Gohil**  
Assistant Compliance Investigator

**Staffline**

**m:** 07432 512 046 | **t:** 0115 9437844

19 - 20 The Triangle | NG2 Business Park | Nottingham | NG2 1AE

[www.staffline.co.uk](http://www.staffline.co.uk)

## APPENDIX D

Response from MDDC – Email dated 31 July 2018.

Judy

Thank you for your email and attached letter.

Mid Devon issued an Emergency Prohibition Order on the accommodation at the Manor House Hotel on 21 June due to serious fire safety concerns and an imminent risk to the health and safety of the residents. Where we find such urgent problems we have no option legally other than to apply the relevant provisions available to us. Nonetheless, at the time the order was made, officers from our Public Health Service undertaking the hotel inspection advised and encouraged those known to be living at the premises to speak to the council's housing team for advice and support. To date none of those people displaced from the hotel have been in contact or sought help from us and instead chose to make their own arrangements to find alternative accommodation.

As a local authority we have a duty to offer housing advice and assistance and will assess everyone's entitlement to help on an individual basis. We can offer advice on a person's housing rights as well as let people know what help is on offer if they become homeless. We would always encourage anyone who becomes homeless to get in touch with us as soon as they can.

We have since inspected two other premises in Cullompton under the same ownership and also known to house migrant workers. Part of one of these properties was also prohibited on safety grounds though this did not result in the displacement of persons living at that address. Issues were also found at the other property but were less serious and did not require the property to be prohibited in any way. Neither of these properties were over-crowded.

All of these private-sector housing inspections were made jointly with the Police Migrant Liaison officer in order to work with those involved and support any actions that have to be taken. We are continuing to work with both the police and fire authorities regarding issues raised in our earlier inspections and maintain our multi-agency approach to any further visits.

We note the town council initiative of a drop-in centre and could provide relevant advice and information to any volunteers involved. This would cover private sector housing standards, housing advice, anti-social behaviour and anything else applicable to the services we provide. Any referrals to us would then be picked-up and supported in the normal manner and co-ordinated with any other agencies as required. As a council, we also have access to a translation service should this be required for any communications directly with our teams.

Jointly with the police, we have already been in contact with 2 Sisters and the workers agency to request a meeting in order to bring to their attention relevant matters including sub-standard and dangerous accommodation. 2 Sisters have responded that representatives from their HR team will be available to attend a meeting but not until after the 22 August (due to leave commitments). Unfortunately, the agency informed us they felt had no responsibility for housing matters and did not wish to attend a meeting. Whilst there may be views on a moral duty of care, I should be clear that neither 2 Sisters or the agency are directly responsible for housing standards in private accommodation which they neither own or manage. Such responsibilities rest legally with the property owners and/or any appointed managing agents.

In respect of the perceived crime and disorder issues, we are continuing to provide the same advice that anyone with concerns should log this with the police on 101 (or call 999 of course if urgent). Through our regular dialogue with the Cullompton neighbourhood policing team we're also aware that complaint levels are presently low. Should this situation change and in particular if there is an escalation in any ASB issues then the Mid Devon as part of the Community Safety Partnership will look to see what additional partner actions we can take.

Kind regards

Simon

**Simon Newcombe | Group Manager – Public Health and Regulatory Services | Mid Devon District Council  
| Phoenix House | Phoenix Lane | Tiverton | EX16 6PP**

Direct dial: 01884 244615 | Switchboard: 01884 255255 | Email: [snewcombe@middevon.gov.uk](mailto:snewcombe@middevon.gov.uk) | Website:  
[www.middevon.gov.uk](http://www.middevon.gov.uk)

Mrs Judy Morris  
Town Clerk  
Cullompton Town Council  
Town Hall, 1 High Street  
Cullompton  
Devon  
EX15 1AB

Phoenix House  
Phoenix Lane  
Tiverton  
Devon  
EX16 6PP  
[www.middevon.gov.uk](http://www.middevon.gov.uk)

Your Ref:  
Our Ref: CE/SW/SH

Contact: Sylvia Holme – PA to the Leader  
Telephone: 01884 234201  
Email: [sholme@middevon.gov.uk](mailto:sholme@middevon.gov.uk)  
Fax / DX: 01884 234318

31 July 2018

Dear Judy

**Cullompton representation on planning committee**

Thank you for your letter of 30 July concerning the allocation of seats on the Council's planning committee.

Ultimately committee seats are allocated to ensure political balance across the Council's various committees. Within the initial allocation to political groups, individual members then decide which committees they wish to sit on, and this is reconciled at the Council's annual meeting to approve the seats for the relevant municipal year.

As the Leader, I am only responsible for the allocation of seats within my political party – I do not allocate the non-Conservative seats.

Yours sincerely



**Clive Eginton**  
Leader of the Council

