



**MINUTES of a Meeting of Cullompton Town Council
held on**

Thursday 25 February 2016 commencing at 7pm at Cullompton Town Hall

PRESENT: Cllr Gordon Guest (in the chair)

Cllrs: Eileen Andrews, Deborah Christopher, Camille Harrison, Kate Haslett, Janet Johns, Martin Smith and Mike Thompson.

Also in attendance: Cllr John Berry (DCC), one member of the press and eight members of the public.

Mrs Judy Morris: Clerk

- 146. ELECTION OF CHAIRMAN:** In the absence of both the Town Mayor and the Deputy Town Mayor, Cllr Gordon Guest was elected Chairman for the meeting. Proposed Cllr Eileen Andrews, seconded Cllr Janet Johns.
- 147. APOLOGIES** were accepted from: Town Mayor Cllr Rachel Sinclair (unwell) and Cllrs: Anthony Buczkowski (unwell), Phil James (work) and Chris Standford (work). Also Cllr Rosemary Berry (MDDC).
- 148. DECLARATIONS OF INTEREST:** All Councillors present declared a personal interest in respect of the J27 presentation as they had all received individual letters from the promoter Eden Westwood.
- 149. PUBLIC QUESTION TIME:**
- (i) **Mrs Hancock** expressed her concern about the condition of the leat in front of the Old Tannery, she asked whether it would be possible to site a litter bin next to the bus stop. *It was agreed that this item be placed on the agenda for the Council's next meeting.*
- (ii) **Mr Middlewick** asked about funding for the pedestrian access between Langlands Road and Kingfisher Reach and also what was being done to ease the road dangers in Willand Road. *It was explained that the pedestrian link had not been paid for by the developer as it was not made a condition of their planning consent. The Council has asked Devon County Council to review the traffic management arrangements for Willand Road.*
- 150. J27 PRESENTATION:** Representatives from Eden Westwood presented the proposal. It was explained that the project will be funded jointly by Axa, Aviva and The Eden Project.

They anticipate that it will generate 900 jobs and includes a distribution centre, motorway services area, outlet shopping village, visitor centre and surf facility.

Concerns expressed about traffic management and what the benefits might be for Cullompton. Also what facilities will be provided for young people. It was suggested that a shuttlebus is provided between Cullompton and the J27 development.

151. MINUTES: The Minutes of the previous Full Council meeting held on 11 February 2016 were approved and signed as a correct record. Proposed Cllr Martin Smith, seconded Cllr Eileen Andrews.

152. J27 LAND ALLOCATION: To consider whether to support an allocation of land for the J27 development proposal in the Mid Devon Local Plan.

RESOLVED: That the Council supports an allocation of land for the J27 development proposal in the Mid Devon Local Plan. Proposed Cllr Mike Thompson, seconded Cllr Martin Smith.

152. REPORTS

(i) Town Mayor's Report: None

(ii) Police Report: None

(iii) County/District Councillor Reports:

(a) Devon County Councillor John Berry reported that Devon County Council had adopted its budget last week.

(b) Mid Devon District Councillor Nikki Woollat had sent a written report explaining that MDCC had approved the Masterplan for the NW Extension at its meeting the previous evening. Cullompton Town Council will still be involved in any future discussions with regard to the distributor road through the development.

(iv) Any other reports: None

153. BUSINESS AND FINANCE

(i) To approve the Financial Statements for January 2016.

RESOLVED: That payments totalling £35,135.08 for January 2016 are approved and the Financial Statement for January 2016 is approved. Proposed Cllr Gordon Guest, seconded Cllr Eileen Andrews.

(ii) TAP Fund: To consider support for Bradninch Parish Council's application.

RESOLVED: That the Council supports the Bradninch TAP Fund application. Proposed Cllr Kate Haslett, seconded Cllr Camille Harrison.

(iii) TAP Fund: To consider support for an application from the Cullompton Silver Tops.

RESOLVED: That the Council supports a TAP Fund application for £500 from the Cullompton Silver Tops. Proposed Cllr Camille Harrison, seconded Cllr Martin Smith.

- (iv) **COMPLETION OF FOOTPATH FROM LANGLANDS ROAD TO KINGFISHER REACH:** To consider an offer from the Environment Agency to fund the work if the Council makes a contribution of £2,000 in either this financial year or in 2016/17.

RESOLVED: That the Council makes a financial contribution of £1,000 in this financial year and a further contribution of £1,000 in the 2016/17 financial year towards the cost of completing the footpath link from Langlands Road to Kingfisher Reach. Proposed Cllr Mike Thompson, seconded Cllr Martin Smith.

NOTE: Cllr Eileen Andrews requested that her vote against the above motion was recorded. All other Councillors present at the meeting voted in favour.

154. 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 January and 11 February 2016: Noted
(ii) **Audit Sub-committee** meeting held on 13 January 2016 including the recommendations contained therein.

RESOLVED: That the Minutes of the Audit Sub-committee meeting held on 13 January 2016 are noted and the recommendations contained therein are approved as follows:

- (a) That the terms of reference contained in the minutes at Item 3 are approved. Proposed Cllr Mike Thompson, seconded Cllr Camille Harrison.
(b) That the Council employs Auditing Solutions Ltd to carry out its 2016/17 internal audit as they are able to meet the standards required of the Council and have provided an efficient and thorough audit service in 2015/16. Proposed Cllr Gordon Guest, seconded Cllr Camille Harrison.
(c) That the Council approves the Statement of Internal Control 2015/16 to be signed by the Town Mayor and the Town Clerk. Proposed Cllr Camille Harrison, seconded Cllr Kate Haslett.

- (iii) **Policy Review Working Group meeting** held on 26 January 2016 including the recommendations contained therein:

RESOLVED: That the Minutes of the Policy Review Working Group meeting held on 26 January 2016 are noted and the recommendations contained therein are approved as follows:

- (a) That the revised Staff Disciplinary procedure is approved. Proposed Cllr Mike Thompson, seconded Cllr Gordon Guest.
(b) That the revised Comments and Complaints Policy which incorporate the Council's policy for dealing with abusive, persistent or vexatious complaints and complainants is approved. Proposed Cllr Camille Harrison, seconded Cllr Kate Haslett.
(c) That the revised Protocol on Officer and Member relationships is approved. Proposed Cllr Gordon Guest, seconded Cllr Kate Haslett.

- (v) **Policy, Finance and Personnel Committee** meeting held on 2 February 2016 including approval of the Council's Health & Safety policy.

RESOLVED: That the Minutes of the Policy, Finance and Personnel Committee meeting held on 2 February 2016 are noted and the Council's Health & Safety Policy is approved. Proposed Cllr Gordon Guest, seconded Cllr Mike Thompson.

- (vi) **General Purposes Committee** meeting held on 16 February 2016 including approval of the recommendations contained therein.

RESOLVED: That the Minutes of the General Purposes Committee meeting held on 16 February 2016 are noted and the recommendations contained therein are approved as follows:

- (a) That the policy for installation of memorial stones at Cullompton cemetery is approved. Proposed Cllr Gordon Guest, seconded Cllr Camille Harrison.
- (b) That the Council makes an application to the TAP Fund for the balance remaining, after the Silver Tops application, for a contribution towards the cost of the cemetery feasibility study. Proposed Cllr Camille Harrison, seconded Cllr Janet Johns.

155. MOTIONS PUT FORWARD BY COUNCILLORS

- (i) **That the Council purchases equipment suitable for audio recording of all Council meetings and starts to record all its meetings** (Cllr Mike Thompson).

RESOLVED: That Cllr Mike Thompson obtains three quotes for suitable audio recording equipment for the Council to consider and arranges for a demonstration. Proposed Cllr Janet Johns, seconded Cllr Kate Haslett.

- (ii) **That the Council sets up a Working Group to investigate working practices and best management of town hall, staff and council as a whole** (Cllr Mike Thompson).

NOTE: There was no seconder for this motion and it fell.

- (iii) **That the Council's IT Department comes under the control of an IT Committee** (Cllr Mike Thompson).

NOTE: There was no seconder for this motion and it fell.

RESOLVED: That as it is 9.00pm the meeting is extended in order to complete the agenda. Proposed Cllr Gordon Guest, seconded Cllr Martin Smith.

NOTE: Cllr Gordon Guest declared a personal interest in respect of the following item as he has a mobility scooter.

- (iv) **That all Town Hall entrances/exits are kept clear of obstructions such as boxes and mobility scooters** (Cllr Mike Thompson).

NOTES:

1. Cllr Mike Thompson agreed to withdraw this motion on the understanding that Health & Safety guidelines are adhered to.
2. Cllr Eileen Andrews asked for an item to be included on the agenda for the next meeting to discuss modernisation of the Town Hall to improve accessibility, particularly for those with mobility scooters and walking aids.

- (v) **That the microphones and amplifier in the Town Hall are put into proper use** (Cllr Mike Thompson). Cllr Martin Smith offered to look at the PA System in the Town Hall to assess whether it could function more effectively. A member of the public present at the meeting also offered to assist.

RESOLVED: That Cllr Martin Smith and Mr Chris Snow will work together to investigate how the PA System in the Town Hall can be put into proper use and bring a report back to the Council.

- (vi) **That the Council introduces a policy whereby all Councillors will stand to show respect when asked to do so for Remembrance Day services or other bereavements** (Cllr Mike Thompson).

RESOLVED: That the Council introduces a policy whereby all Councillors will stand to show respect when asked to do so for Remembrance Day services or other bereavements unless they have a valid reason not to do so. Proposed Cllr Mike Thompson, seconded Cllr Eileen Andrews.

- (vii) **That Sub-committee meetings are held in the Committee Room and not the Town Clerk's office as this does not do justice to proper efficiency for meetings and Councillors** (Cllr Mike Thompson).

NOTE: There was no seconder for this motion and it fell.

- 156. STREET NAMING: To approve 6 street names for the Knowle 2 development:** Report had been circulated with the agenda and was discussed. A 'breeds of sheep' theme was suggested to emphasise the town's woollen trade links.

RESOLVED: That Councillors contact the Town Clerk with their preferred street names for the Knowle 2 development.

157. CORRESPONDENCE

- (i) Refugee Support Devon: Newsletter. *Noted*
- (ii) Cullompton Neighbourhood Plan Steering Group: Thank you for extending the Neighbourhood Plan Administrator's contract. *Noted*
- (iii) Post Office: Changes (from 25 Feb the opening times will be Mon-Sat 08:00-20:00 and Sunday 08:00-16:00). *Noted*
- (iv) Willand Parish Council: Thank you for supporting Willand's TAP Fund application and contributing the shortfall from Cullompton's TAP Fund. *Noted*
- (v) Local Government Boundary Commission: Final recommendations. *Noted*
- (vi) St Andrews Church: Thank you for contribution towards new PA System and invitation to view the new system. *Noted*

- 158. DATE AND TIME OF NEXT MEETING:** Thursday 24 March 2016.

The meeting closed at 9.40pm

SIGNED: _____

DATE: _____