



**MINUTES of a Meeting of Cullompton Town Council
held on
Thursday 1 June 2017 commencing at 7pm at Cullompton Town Hall**

PRESENT: Cllr Iain Emmett (in the chair)

Cllrs: Eileen Andrews, Daniel Barnes, James Buczkowski, Karl Busch, Camille Harrison, Kate Haslett, Janet Johns, William Jones, Rachel Sinclair, Martin Smith, Mike Thompson and Richard Thorne.

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

Mrs Judy Morris: Clerk

Outgoing Town Mayor Cllr Rachel Sinclair took the chair for the first section of the meeting and submitted her resignation as Town Mayor. This was accepted by the Council.

16. APOLOGIES: Apologies were received and accepted from Cllr Gordon Guest (personal).

17. ELECTION OF TOWN MAYOR

(i) To elect Town Mayor for the ensuing civic year: Two nominations:

- Cllr Iain Emmett, proposed Cllr Will Jones, seconded Cllr James Buczkowski and
- Cllr Martin Smith, proposed by Cllr Camille Harrison, seconded Cllr Kate Haslett.

A paper vote was taken and it was

RESOLVED: That Cllr Iain Emmett is elected Town Mayor for the civic year 2017/18.

(ii) **To receive the Town Mayor's declaration of acceptance of office.** Cllr Iain Emmett read and signed the Declaration of Acceptance of Office and took the chair.

18. ELECTION OF DEPUTY TOWN MAYOR: Two nominations:

- Cllr Daniel Barnes, proposed Cllr James Buczkowski, seconded Cllr Camille Harrison and
- Cllr Martin Smith, proposed by Cllr Eileen Andrews, seconded Cllr Janet Johns.

A paper vote was taken and it was

RESOLVED: That Cllr Daniel Barnes is elected Deputy Town Mayor for the civic year 2017/18.

19. DECLARATIONS OF INTEREST: To receive disclosures of pecuniary, non-pecuniary and personal interests.

Cllr Karl Busch declared a personal interest in respect of Item 22 (Development Opportunities) as both James Turner and Steve Robertshaw are known to him.

20. PUBLIC QUESTION TIME

- (i) **Mr Chris Snow** expressed concern about the grass cutting in the cemetery and asked the Council how quickly the Audit Report Action Plan will be brought into place. He also asked the Clerk to check whether the Council's financial software provider can also provide payroll software.

It was explained that the Internal audit report will be considered by the Policy, Finance and Personnel Committee at its next meeting. Clerk agreed to check the situation with regard to payroll software.

- 21. MINUTES:** The Minutes of the previous Full Council meeting held on 18 May were approved and signed as a correct record. Proposed Cllr Rachel Sinclair, seconded Cllr James Buczkowski.

22. DEVELOPMENT OPPORTUNITIES: Presentation by and discussion with: James Turner (PM Asset Management) and Steve Robertshaw.

James Turner and Steve Robertshaw explained that their intention is to introduce an opportunity that had come from discussion at a Neighbourhood Plan workshop. The community project they are proposing is IT based and aimed at providing a hub/technology centre for people to explore what modern software can offer. Issues discussed included:

- Finance available through lottery, s.106 and other funding. James Turner offered to fund the cost of completing a lottery application.
- Funding required for the purchase of land and building, suggested sites: public toilet building in Station Road or Harlequin Valet site. They suggested that there is funding available for both capital and revenue costs. Steve Robertshaw has experience of raising money through grants in Europe, 60% construction costs available through European funding until the end of 2018.
- Will need to engage the local community, possible partners MDDC and Exeter University.
- Utilise the Garden Village status as a means of delivering superfast broadband.
- The project will be driven by the community and be flexible as it is anticipated that things are going to change.

Concerns raised by Councillors included: What the building will be used for and who will manage the building once it has been completed?

RESOLVED: That this item is placed on the agenda for the next meeting to consider support for the project.

- 23. COMMITTEES, SUB-COMMITTEES AND COMMUNITY REPRESENTATIVES:** To appoint committees, sub-committees and community representatives for the ensuing civic year.

RESOLVED: That Committee, Sub-committee and working group membership and community representatives are approved as follows:

NOTE: Committees will comprise a maximum of seven members plus the Town Mayor and Deputy Town Mayor who are ex-officio members of all committees

Policy, Finance and Personnel Committee	Eileen Andrews Mike Thompson Gordon Guest Richard Thorne James Buczkowski Iain Emmett: Ex-officio
General Purposes Committee	Eileen Andrews Mike Thompson Gordon Guest Camille Harrison Will Jones Richard Thorne
Planning & Licensing Committee	Eileen Andrews Gordon Guest Janet Johns Kate Haslett Richard Thorne
Market Committee	Eileen Andrews Iain Emmett Ex-officio James Buczkowski Jonathan Baker (Non-Council) Dorothy Anderson (Non-Council)
Community Wellbeing Committee	Eileen Andrews Iain Emmett: Ex-officio Kate Haslett Janet Johns Will Jones Rachel Sinclair Martin Smith Daniel Barnes: Ex-officio
s.106 & Development Working Group	Eileen Andrews Gordon Guest Janet Johns Kate Haslett Martin Smith Mike Thompson Karl Busch Richard Thorne
Appeals Sub-Committee	Kate Haslett Janet Johns Camille Harrison
Audit Sub-Committee (Reports to Policy, Finance and Personnel	Camille Harrison Mike Thompson

Committee)	Iain Emmett James Buczkowski
St Andrews Car Park Working Group	Daniel Barnes James Buczkowski Iain Emmett
Community Bus Working Group	Eileen Andrews Mike Thompson Martin Smith
Christmas Lights Event Working Group	Camille Harrison Kate Haslett Janet Johns Martin Smith Rachel Sinclair Michael Speirs (Non Council) Will Gillings (Non-Council) Vik Westaway (Non- Council) Elizabeth Sessions (Non-Council) Graham Sessions (Non-Council)
Policy Review Working Group	Eileen Andrews James Buczkowski Iain Emmett Mike Thompson Richard Thorne

COUNCIL CHARITIES

Gift of A Burrow for Allotments	Eileen Andrews Rachel Sinclair James Buczkowski Iain Emmett Daniel Barnes
Upcott Field	Eileen Andrews Rachel Sinclair James Buczkowski Iain Emmett Daniel Barnes

WORKING GROUPS AND OUTSIDE BODIES

Allotment Association	James Buczkowski/Will Jones
Cullompton John Tallack Centre	Mike Thompson Martin Smith Eileen Andrews Will Jones Daniel Barnes Richard Thorne
Citizens Advice Bureau	Eileen Andrews
Town Team (Two representatives)	Martin Smith

	Richard Thorne
Cullompton Community Association	Martin Smith/Will Jones
Devon Playing Fields Ass	Eileen Andrews
Devon & Somerset Metro Group	Mike Thompson Gordon Guest (substitute)
Larger Local Councils	Iain Emmett Mike Thompson (substitute)
Community Safety Partnership Two representatives	Eileen Andrews Mike Thompson
Tree Protection Officer	Camille Harrison
Voluntary Car Scheme	James Buczkowski
Cullompton Swimming Pool Campaign	Kate Haslett
Culm Valley in Business	Daniel Barnes Gordon Guest
Neighbourhood Plan	Eileen Andrews Gordon Guest Martin Smith
Cullompton United Charities	Eileen Andrews Martin Smith
Cullompton Pub-Watch Scheme	Martin Smith
IT Council/staff liaison	Camille Harrison Mike Thompson

NOTE: It was suggested that the membership of the IT Council/staff liaison group is expanded to look at equipment for recording of meetings etc.

24. BUSINESS AND FINANCE

- (i) **Internal audit report: To receive the Internal audit report 2016/17:** Noted, to be reviewed by PFP Committee.
- (ii) **Annual Governance Statement 2016/17:** To approve:

RESOLVED: That the Council answers 'Yes' to questions 1-9 on the Annual Governance Statement 2016/17 and the Annual Governance Statement 2016/17 is approved and signed. Proposed Cllr James Buczkowski, seconded Cllr Kate Haslett.

- (iii) **Accounting Statements 2016/17:** To approve:

RESOLVED: That the Accounting Statement 2016/17 is approved and signed. Proposed Cllr Eileen Andrews, seconded Cllr James Buczkowski

25. COMMITTEES: To receive the Minutes of the following Committee and Working Group meetings and approve the recommendations contained therein:

- (i) **Planning & Licencing Committee** meeting held on 11 May 2017: *Noted*
- (ii) **Policy Finance & Personnel Committee** meeting on 16 May 2017: *Noted*

NOTE: Suggestion that, in view of the presentation earlier in the meeting, that the Councils looks to appoint an Economic Development Champion.

26. COMMUNITY AND ENVIRONMENTAL MATTERS

- (i) **Forge Way car park:** To receive Forge Way car park questionnaire report and agree way forward.

RESOLVED:

1. That that Council's thanks are recorded to Cllr Camille Harrison for summarising the survey results.
2. That the results of the survey are forwarded to MDDC with a request that they sell parking permits for Forge Way car park at a discount to people living close to the car park. Proposed Cllr Mike Thompson, seconded Cllr James Buszkowski.

- (ii) **Lease of land at Knightswood for siting of container:** To approve signing.

RESOLVED: That the lease for siting of a container on land at Knightswood is signed.

27. STANDING ORDERS: To approve amendments:

RESOLVED: That the amendments to the Standing Orders as proposed by the Policy Review Working Group at their meeting on 9 May 2017) are approved. Proposed Cllr Richard Thorne, seconded Cllr Mike Thompson.

28. MEETING DATES: To approve meeting schedule 2017.18.

RESOLVED: That the schedule of Council and Standing Committee meetings for 2017.18 is approved.

29. CORRESPONDENCE

- (i) **Mid Devon District Council: Town & Parish newsletter.** *Noted*
- (ii) **Mid Devon District Council:** Culm Lea play area.

RESOLVED: That the Council request a copy of the draft consultation document for Culm Lea play area and details of how the consultation will be distributed/undertaken. Proposed Cllr Janet Johns, seconded Cllr Mike Thompson.

- (iii) **Barclays Bank:** Cullompton branch to be closed as from 1 September 2017 due to falling levels of transactions.

RESOLVED: That the Council objects to the closure of Barclays Bank and invites a representative from to its next meeting to explain why this decision has been made. Proposed Cllr James Buczkowski, seconded Cllr Mike Thompson.

RESOLVED: That, as the time is 9pm, the meeting is continued for another 15 minutes in order to complete the agenda. Proposed Cllr Mike Thompson, seconded Cllr Janet Johns.

- (iv) **Member of the public:** speeding traffic in Honiton Road. *Noted*
- (v) **Mid Devon District Council:** Fly A Flag for Armed Forces Day: 19 June 2017. *Noted*

RESOLVED: That due to the commercially sensitive nature of the business to be discussed the following items are 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. Proposed Cllr Kate Haslett, seconded Cllr Camille Harrison.

30. TRANSFER OF STATION ROAD PUBLIC TOILETS TO THE TOWN COUNCIL: To receive update:
The Clerk reported that there has been no response, to-date, from MDDC with regard to the Council's response to the terms of transfer. She did however report her concerns about the condition of the building.

RESOLVED: That the Council does not accept responsibility for the public toilet building until such time as the fire damage repair work has been completed. Proposed Cllr Mike Thompson, seconded Will Jones.

31. DATE AND TIME OF NEXT MEETING: Thursday 22 June 2017 at 7pm.

32. The meeting closed at 9.15pm

SIGNED: _____

DATE: _____