

**APPENDIX A**



**Community Wellbeing Committee meeting**  
held on  
**Tuesday 9 January 2018 commencing at 7.00pm**  
in **Cullompton Town Hall**

**MINUTES**

**Present:** Councillor Janet Johns (in the chair) and Cllrs Iain Emmett, Will Jones and Rachel Sinclair.

**Also in attendance:** Nick Savage, Volunteer Footpath Warden and one member of the public.

Judy Morris: Clerk

**52. APOLOGIES** were received and accepted from: Councillors: Eileen Andrews (unwell) and Martin Smith (unwell).

**53. DECLARATIONS OF INTEREST:** None

**54. PUBLIC QUESTION TIME:** Mr C Snow asked about the cost of producing and printing the Christmas Festival programme.

*Clerk referred him to the Christmas Event Income & Expenditure account which was included with the agenda for the meeting and explained that the charge for the advertising in the programme included VAT e.g. an advert costing £100 generated a net income of £83.34 to the Council. She agreed to find out how many staff hours had been spent on producing the programme.*

**55. MINUTES:** The Minutes of the previous meeting held on 14 November 2017 were approved and signed as a true and correct record of the meeting. Proposed Councillor Iain Emmett, seconded Councillor Janet Johns.

**56. 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 and the Christmas Lights Event.

**57. PUBLIC RIGHTS OF WAY**

**(i) To receive report from Footpath Warden:** Report had been circulated with the agenda.

Discussion included:

- How to deal with erosion of the river bank between Higher Mill and Middle Mill.
- Suggestion that a local voluntary group is asked to clear encroaching vegetation along the leat path.
- DCC willing to provide funding to resolve the mud situation on FP15. Close off access to animals and provide another access for animals further along.
- It was confirmed that property owners were willing for a section of the hedge to be cut back and a further section to be removed and replaced with a fence along the leat path to make it wider.

**RESOLVED:** That estimates are obtained for cutting back part of hedge and removal of part of hedge to be replaced with fence along the leat path between Station Road and Higher Mill, if costs are reasonable then apply for a grant from P3 scheme to carry out the work.

**(ii) To approve submission of footpath grant and survey forms:**

**RESOLVED:** That the footpath survey forms are approved and submitted to Devon County Council P3 Scheme. Proposed Cllr Rachel Sinclair, seconded Cllr Janet Johns.

**NOTE:** Circular walks leaflet to be reviewed with a view to updating.

The Chairman thanked the Footpath Warden for attending the meeting and for surveying all the paths over the new year period.

## **58. COMMUNITY & ENVIRONMENT**

**(i) Youth Council: To receive verbal report and agree any action required:** It was noted that the members are looking at ways to promote the Youth Council and attract new members.

**(ii) Town Centre trees: To receive report and agree any actions required:** Report circulated with the agenda and discussed. The following recommendations were noted:

- That trees are inspected on at least a 5-year cyclical basis from the date of the report (Dec 2017).
- That, to maintain a manageable crown and root area, the pollard cycle is recommended as three years.
- The removal of grilles and partial removal of some of the paving bricks is essential for the trees on-going survival and continued good health. The exposed rooting area can be left covered in soil or a permeable cover may be added to protect the rooting substrate.

**RESOLVED:**

1. That a meeting is arranged with Devon County Council to discuss removal of the grilles around some of the trees in Cullompton's main streets.
2. That Council staff are asked to prune the two trees at Lower Bullring.

**(iii) Phone box, Honiton Road: To consider a use for the phone box:** It was acknowledged that, as the phone box is located "off the beaten track", it is not suitable for a community use

such as book swap or defibrillator site. It is however visible from Honiton Road and could be used for promotional activities.

**RESOLVED:**

1. That the Clerk finds out if the Council is permitted to repaint the phone box in its corporate colours.
2. Approach the Culm Lea residents association to find out if they would be interested in using it for community notices.
3. Investigate ways to attach a notice board to the outside of the phone box.

**(iv) Becoming Dementia Friendly: To agree three actions for 2018 to show how the Council is working towards becoming dementia friendly:** The Committee considered ways to show that the Council is working towards becoming dementia friendly.

**RESOLVED:** That the following four actions are completed by the Council over the next 12 months to show that it is working towards becoming dementia friendly: (Proposed Cllr Rachel Sinclair, seconded Cllr Janet Johns).

- Help raise awareness of dementia in Cullompton by displaying a Dementia Action Alliance Members Certificate in a prominent place in the Town Hall.
- All new and existing Town Councillors to have attended a Dementia Friends Awareness Session within 12 months.
- Register the Town Council with Dementia Friends <https://www.dementiafriends.org.uk/register-partner-admin> and encourage all Councillors to watch the information video.
- Arrange for a member of the Town Council to attend Culm Valley Action Alliance events and meetings.

**NOTE:** It was noted that the Council will ensure that any doormats it buys in the future are not black.

**(v) Traffic Management for Community Event and Highway Safety Awareness Courses: To consider encouraging anyone acting as a steward at a community event to undertake a safety awareness course.**

**RESOLVED:** That the Council encourages anyone acting as a steward at community events to undertake safety awareness training.

**(vi) Outdoor PA System for community events: To consider applying for a TAP Fund grant.**

**RESOLVED:** That the Council does not purchase an outdoor PA system at the present time. If a system is required for an event then consider hiring instead.

**(vii) Christmas 2018: Action Planning:** 2017 Christmas lights report circulated and discussed.

**RESOLVED:**

1. That the DMX controlled lights are replaced by the simpler RGB lighting sets as these will be more reliable.
2. Increase the length and number of lights in the High Street Lime trees by 50%, use both warm white and pure white lights.

3. Consider providing trees at no charge to businesses in Fore Street to encourage more properties to have trees. Find out how many businesses are willing to provide power and investigate cost of additional Christmas tree brackets for any property in Fore Street that doesn't have a bracket.
4. Suggest that the Walronds has an illuminated Christmas tree either side of its front door.
5. Investigate laser lighting on the Hayridge and blank wall facing onto the Hayridge car park (possibly Christmas message). Approach Mr Godfrey about power supply.
6. Purchase "Merry Christmas" banner to hang from Town Hall.
7. Investigate installation of outside sockets on buildings and consider applying for TAP Fund grant.

**59. COMMUNITY AND TOURIST INFORMATION**

**(i) Trim Trail leaflet: To consider professional printing of leaflet.**

**RESOLVED:** That 1,000 A3 leaflets are ordered, arrange a meeting to agree design.

**(ii) Footpath walks: To consider updating the footpath walks leaflet:** Footpath Warden agreed to review the current leaflet.

**RESOLVED:** That the Council gradually redesigns all its leaflets, making them more dementia friendly and identifiable as being produced by the Town Council.

**60. PEDESTRIAN SAFETY IN CULLOMPTON'S MAIN STREETS: To receive response from Devon County Council with regard to erection of signage and speed reminder signs in Fore Street:** Devon County Council considers that Fore Street is not a suitable location for a Vehicle Activated Sign (VAS) as putting up signs could divert the driver looking at the sign and the driver could miss the crossing. Also with the number of parked vehicles the sensor is likely to be blocked and with the closeness of the buildings a solar VAS would not receive sufficient light to keep the batteries charged. However they have agreed to place a board around the crossing globe to make it more visible to drivers.

**RESOLVED:** That, if Devon County is not willing to give permission to erect speed reminder signs in Fore Street that it, instead, allows for the erection of signs at the bottom of Exeter Hill and in Station Road, in the vicinity of Palmers Bridge.

**61. CORRESPONDENCE:** None

**62. DATE AND TIME OF NEXT MEETING:** Tuesday 13 February 2018 at 7pm.