



**MINUTES of a Meeting of Cullompton Town Council  
held on  
Thursday 22 February 2018 commencing at 7pm at Cullompton Town Hall**

**PRESENT:** Deputy Town Mayor Cllr Daniel Barnes (in the chair)  
Cllrs: Eileen Andrews, Jordann Barge, James Buczkowski, Gordon Guest, Kate Haslett, Janet Johns, Lloyd Knight, Martin Smith, Rachel Sinclair, Mike Thompson and Richard Thorne.

Also in attendance: one member of the public and one member of the press.

Mrs Judy Morris: Clerk.

It was noted that the meeting is being recorded.

- 155. APOLOGIES:** were received and accepted from Town Mayor Cllr Iain Emmett (personal) and Cllr Liza Oxford-Booth (work). Also Cllr John Berry (DCC) and Cllr Rosemary Berry (MDDC).
- 156. DECLARATIONS OF INTERESTS: To receive declarations of declarable pecuniary and personal interests from members present.**
- **Cllr James Buczkowski** declared a personal interest in respect of Item 161 (iii) TAP Fund applications as he is a trustee of Cullompton Scout Group.
- 157. PUBLIC QUESTION TIME: To receive questions from member of the public present at the meeting:** None
- 158. MINUTES:** The Minutes of the previous meeting held on 8 February 2018 were approved and signed after amending Item 152 RESOLVED 1 to read *“Upstairs is restricted to office use only and no members of the public are to be allowed upstairs, and no public meetings are to be held upstairs. We also carry out the actions listed in option 2 including the risk assessment which will dictate the control measures for and calculate the allowable level of occupancy for employees, councillors and bona-fide contractors.”*

*Please note, that as discussed; for the purposes of health and safety, bona fide volunteers (i.e. those who have signed a volunteer agreement) working on council business are treated the same as members of staff.*

Proposed Cllr James Buczkowski, seconded Cllr Mike Thompson.

159. **REPORTS**

- i. **Town Mayor:** As the Mayor was unable to attend the meeting there was no report.
- ii. **County/District Councillors.** MDDC Councillor Eileen Andrews reported on MDDC full council meeting held the previous evening. Concern about sale of MDDC buildings to Crediton Town Council and Tiverton Town Council for 50% market value. Will bring report on Local Plan options to the next meeting.
- iii. **Police:** No report. It was noted that PCSO Jonathan Sims is transferring to Ottery St Mary.

**RESOLVED:** That a letter of appreciation is sent to PCSO Sims for his good service to the town. Find out if his replacement is a direct replacement or whether she will be covering other duties. Proposed Cllr James Buczkowski, seconded Cllr Gordon Guest.

- iv. **Town Team:** Notes of the most recent meeting included with the agenda. Town Team Chairman reported that the proposal to form a CIO is progressing, as are projects to provide electronic events notice boards at venues in the town and arrangements for the SpringFest on 14 April.
- v. **Any other reports.**
  - (a) Neighbourhood Plan Steering Group:
    - MDDC supportive of the proposal to include allocation of land for swimming pool and housing land to provide some of the funding to enable the swimming pool to happen in the Plan.
    - Sport England also supportive of the swimming pool proposals.
    - Landowner will carry out feasibility studies at his own cost.
    - MDDC has pledged £5k in the next financial year to assist with any costs associated with completing the Plan.
    - The proposed additions to the Plan will mean that the Plan will need to go through a second public consultation exercise (Regulation 14).

Concern expressed by Council members that the Plan is rolling on and on and on and costs are more and more and more. Need to get on with it and hold people to account.

It was explained that part of the reason for the delay is the delay in the adoption of the Mid Devon Local Plan.

It was noted that the Council's Neighbourhood Plan Administrator is leaving at the end of February 2018.

**RESOLVED:** That the letter of appreciation is sent to Neighbourhood Plan Administrator Louise Maddocks for all her hard work and commitment to preparing the draft Neighbourhood Plan. Proposed Cllr Rachel Sinclair, seconded Cllr Martin Smith.

- (b) **John Tallack Youth & Community Centre:** Cllr Martin Smith reported that he had recently been elected as the new Chairman of the Trust. Financial situation good with a recent donation of about £1800 from Padbrook Golf Club and a member of the public has offered to provide funding for any capital costs associated with the building.

Two of the trustees have offered to join the working group that the Council has set up to look at youth services. In response to a question from Cllr Mike Thompson it was explained that further investigation of the services offered by PACE found that they do not have any trained youth workers. Investigating other options. Aware that there is a deadline and the need to put forward a proposal to the Council.

**160. BUSINESS AND FINANCE**

**i. To approve payments for January 2018**

**RESOLVED:** That payments totalling £32614.99 for January 2018 are approved. Proposed Cllr Martin Smith, seconded Cllr Gordon Guest.

**ii. To note financial statements for January 2018:** Noted

**iii. Tap Fund Applications: to consider supporting applications from Libraries Unlimited for £800 towards development of Coding Club and Cullompton Scout Group for £500 towards replacement camping equipment.**

Clerk reported that another application had recently been received and, as the applications need to be submitted to MDDC by 28 February 2018 she asked the Council if they would be prepared to consider it. The application is in the name of the Tiverton Community Radio CIC to assist with the cost of hosting and providing a youth marquee at the Mid Devon Show.

**RESOLVED:**

That the Town Council supports the TAP Fund applications as follows:

Libraries Unlimited: £800 for Coding Club: proposed Cllr Kate Haslett, seconded Cllr Martin Smith

Cullompton Scout Group: £500 towards camping equipment. Proposed Cllr Eileen Andrews, seconded Cllr Rachel Sinclair.

As the application from Tiverton Community Radio was received after the agenda was sent out, and therefore not included as an agenda item, and the Council has already given support for more funding applications than there is money in the local area pot it was

**RESOLVED:** That the Council does not support the Tiverton Community Radio TAP Fund application. Proposed Cllr Eileen Andrews, seconded Cllr Janet Johns.

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

- i. **General Purposes Committee** meeting held on 23 January 2018. Noted
- ii **S.106 & Development Working Group** meeting held on 24 January including the following recommendation: That the s.106 & Development Sub-committee is upgraded to become a Committee of the Council, its responsibilities to include
  - s.106 matters
  - Provision of public toilet facilities
  - Play areas and provision of play equipment

Full terms of reference to be drafted by the Committee for the approval of the full council.

Concern about creating another committee and the current overlap between the work of committees, need to re-evaluate the current committee responsibilities before making a decision.

**RESOLVED:** That a decision about the recommendation in the Minutes of the s.106 & Development Working Group is deferred and the Policy, Finance and Personnel Committee is requested to review the terms of reference of all the Council's Committees and Working Groups and bring a report with their recommendations to the Council's Annual Meeting in May 2018. Proposed Cllr James Buczkowski, seconded Cllr Rachel Sinclair.

- iii **Planning & Licencing Committee** meeting held on 25 January: Noted
- iv. **Town Team** meeting held on 25 January: Noted
- v. **Market Committee** meeting held on 7 February 2018: Noted
- vi. **Policy Review Working Group** meeting held on 9 February 2018: Noted
- vii. **Christmas Lights Event Working Group** meeting held on 12 February: Noted

162. **COMMUNITY AND ENVIRONMENT**

- i. **Devon County Council: To consider and approve response to traffic sensitive streets review**

**RESOLVED:** That the Council responds stating that it would like further clarification of the aim of the consultation, in the meanwhile it's initial feedback is as follows:

- Cullompton town centre is a major commuter route and should be identified as such, particularly as it is major diversion route when the M5 is closed.
- The Town holds several major events during the year, including the Armistice day service.
- Concern that the Town Council has written to DCC on numerous occasions about the highway situation in Cullompton with very little result, copies of the letters and emails are attached.
- Traffic enforcement in Cullompton's main streets needs to improve in order to improve traffic flows, particularly between 5pm and 7pm.
- Would like a copy of Emergency Plan for motorway closures which includes details of who gets notified.
- Consider closing off the end of Ways Lane where it joins Exeter Road.
- Consideration to be given to pedestrians when carrying out the review.

**ii. Devon County Council: To consider measures for inclusion in Local Annual Waiting Restriction Programme 2018/19.**

**RESOLVED:** That Councillors contact the Clerk with their proposals for measures to be considered for inclusion in DCC's Local Annual Waiting Restriction Programme, these proposals to be considered by the Traffic & Environment Working Group at its next meeting on 2 March 2018.

**143. MOTIONS PUT FORWARD BY COUNCILLORS**

- i. In the light of the improved traffic flow through Cullompton during recent road works to repair the gas main, that the Council proposes a traffic light controlled traffic management system for Cullompton's Fore Street (Cllr Martin Smith).**

It was suggested that a traffic survey was required to assess the effectiveness of a traffic light system.

**RESOLVED:** That the Traffic & Environment Working Group is asked to investigate the feasibility of installing a traffic light system for management of traffic through Cullompton's main street. Proposed Cllr Martin Smith, seconded Cllr Mike Thompson.

**144. CORRESPONDENCE**

- i. Involve:** Cullompton & District Health & Wellbeing Forum on 13 March at the Culm Valley Integrated Centre for Health 10am – 12noon: Noted
- ii. Bilbie Close resident:** Concern about inconsiderate and hazardous parking in Bilbie Close: *Refer to Traffic & Environment Working Group and ask if they can send photos of the problem. Also suggest that they phone 101 to report parking that is causing an obstruction.*

- 145. DATE OF NEXT MEETING: To consider holding a meeting on 8 March 2018 to review the draft Neighbourhood Plan.** It was explained that the draft Neighbourhood Plan will not be ready for review on 8 March as it first needs to be "healthchecked" and this will take about 6 weeks. However it was suggested that the Council meets with MDDC Planning Officers to consider the proposed M5 junction improvements.

**RESOLVED:** That a Planning Officer is invited to attend a Town Council meeting to be held on 8 March 2018 to consider options for improvements to the M5 junction. Proposed Cllr Eileen / seconded Cllr Lloyd Knight.

The meeting closed at 8.30pm

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

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