



General Purposes Committee
General Purposes Committee
held on **Tuesday 27 February 2018 at 2pm at Cullompton Town Hall**

Membership: Councillors: Mike Thompson, Eileen Andrews, Gordon Guest, Will Jones, Richard Thorne and Lloyd Knight.

Those present: Councillors Richard Thorne, Mike Thompson, Lloyd Knight.

Councillor Lloyd Knight elected Chair for this meeting in the absence of Councillor Iain Emmett.

DRAFT MINUTES

1. **Apologies for Absence:** Apologies for absence were received and accepted from Councillors Gordon Guest, Iain Emmett, Eileen Andrews.
2. **Declarations of Interests:** Councillor Richard Thorne declared a personal interest in all matters relating to the Tiverton Road Allotment Field as he is an allotment tenant at that field.
3. **Public Question Time:** As there were no members of the public present, this section of the meeting did not take place.
4. **Minutes:** The Minutes of the General Purposes Committee meeting held on 23 January 2018 were adopted as a true and correct record of the meeting and signed as such. Proposed Councillor Mike Thompson, seconded Councillor Richard Thorne.

A report is to be made to the Committee concerning the meeting that was held with the premises owner of the former Lloyds Bank.

5. ALLOTMENTS

- a) To receive update report. Assistant Town Clerk reported that there are 3 on the general waiting list, with one each waiting for a 2nd and 3rd plot.
- b) To receive Clerk's response to Cllr Thorne's queries.
Following discussion it was:

RESOLVED: That on the Tenancy Agreement note stating "Allotments are primarily for the benefit of those living within Cullompton and will only be let to Cullompton parish residents unless there are special circumstances and then at the discretion of the Town Council and the Allotment Association Committee." delete "...and the

Allotment Association Committee.” The removal of these new words will commence at the next demand for rent. Proposed Councillor Richard Thorne, seconded Councillor Mike Thompson.

RESOLVED: That a recommendation is contained within the Policy that each policy holder should have a Public Liability Insurance certificate. Proposed Councillor Mike Thompson, seconded Councillor Richard Thorne.

- Councillor Richard Thorne feels that the maintenance of plots should be contained in the Allotment Policy as well as the Tenancy Agreement. The Committee considered that this was not necessary.
- He is further concerned that there are a number of plots at the Tiverton Road Allotment Field that require serious attention.

- b) To consider and approve the Allotment Policy and Health & Safety Guidance (Appendix C).

RESOLVED: That the first bullet point is highlighted in the Health and Safety Guide and that it includes a reminder that if allotment tenants are unsure of which chemicals are permitted, then they should contact the council for guidance. Proposed Councillor Mike Thompson, seconded Councillor Lloyd Knight.

RESOLVED: To adopt the Health and Safety Guide and with the amendments listed above. Proposed Councillor Mike Thompson, seconded Councillor Richard Thorne.

RECOMMENDATION: To adopt the Allotment Policy with the inclusion of a clause recommending Personal Liability Insurance should be held by individual tenants. Proposed Councillor Mike Thompson, seconded Lloyd Knight.

6. ST ANDREW’S CAR PARK

- a) To agree way forward with regard to installation of barriers.
- b) To consider ways to restrict access to the rear of properties in High Street and Higher Street.
- c) To consider whether a height and/or weight limit for commercial vehicles should be implemented and how this will be enforced.

Following discussion, it was:

RESOLVED: That Richard Thorne and Ruth Dugdale will conduct a site visit at St Andrew’s Car Park to take forward items a) to c) including investigations into the southern boundary of the Car Park. Proposed Councillor Richard Thorne, seconded Councillor Lloyd Knight.

- d) To consider how to ensure sufficient space is made available in the car park for holders of annual permits.

RESOLVED: That 10 spaces are allocated for day and night permit use complete with appropriate markings and signage those being the 10 spaces immediately north of the Cullompton Town Council reserved spaces. Proposed Councillor Richard Thorne, seconded Councillor Mike Thompson.

7. CEMETERY

- a) **Income & Expenditure report:** To receive and note. Noted.
- b) **Purchase of cremated remains space:** To consider making recompense for error.

Following discussion, it was

RESOLVED: That a partial refund of £250 is offered together with an alternative plot of the family's choice. Proposed Councillor Mike Thompson, seconded Councillor Richard Thorne.

- c) **Cemetery Paths:** To consider a report on refurbishing the paths in the Cemetery (East).

Following discussion, it was

RESOLVED: That Councillor Richard Thorne will write an outline scope for services for a fee proposal for assessment of the Cemetery Paths and a work schedule for their improvement. Proposed Councillor Richard Thorne, seconded Councillor Mike Thompson.

8. TOWN HALL:

- a) **Income & Expenditure report:** To receive and note. This item was deferred.
- b) To receive update report. This item was deferred.
- c) **Hire Charges:** To review Hall Hire fees for the Financial Year 2018-2019.
RESOLVED: That hall hire costs are increased by £5 per session for commercial and community users. This resolution will be reviewed in six months. Proposed Councillor Mike Thompson, seconded Lloyd Knight.
- d) **Fire Safety:** To consider investigating measures to improve fire safety. Detailed consideration of this matter was not considered necessary at this time.

8. **CCTV:** To receive a verbal update. This item was deferred..

9. **KNIGHTSWOOD GARAGE:** To consider retaining the use of the rented garage at Knightswood at an annual rental of £639.36.

Following discussion, it was

RESOLVED: That a site visit is conducted by the General Purposes Committee to assess all council storage facilities currently used by the council. Proposed Councillor Mike Thompson, seconded Councillor Lloyd Knight.

10. **PLAY AREAS:** To receive Income & Expenditure report for play area projects (Appendix H). This item was deferred.

11. PLAY AREAS:

- a) To consider estimates for the supply and installation of a brace to support a limb on the veteran Oak Tree at Headweir Road play area.

RESOLVED: That a brace to support a limb on the veteran Oak Tree at Headweir Play area is fabricated and installed by A M Lane. Proposed Councillor Lloyd Knight, seconded Councillor Mike Thompson.

- b) To consider estimates for the supply and installation of replacement pedestrian and vehicular gates at Tufty Park.

RESOLVED: That Pilgrim Projects is contracted to supply and install replacement pedestrian and vehicular gates at Tufty Park. Proposed Councillor Mike Thompson, seconded Councillor Lloyd Knight.

- 12. TOWN HALL:** To consider estimates received for the repair and redecoration. This item was deferred.

- 13. DATE AND TIME OF NEXT MEETING:** Remaining at 4th Tuesday monthly at 1400.

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.
