



**General Purposes Committee**  
held on **Tuesday 24 April 2018 at 2pm at Cullompton Town Hall**

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

**Those present:** Councillors Iain Emmett (Chair), Eileen Andrews, Mike Thompson, Anthony Buczkowski.

The Town Clerk.

The Assistant Town Clerk.

## DRAFT MINUTES

1. **Apologies for Absence:** Apologies for absence were received and accepted from Councillor Gordon Guest (holiday).
2. **Declarations of Interests:** The following declarations of disclosable pecuniary and other interests were made:  
  
Councillor James Buczkowski declared a personal interest in item 5 as a Trustee of the Gift of A Burrow for Allotments charity.
3. **Public Question Time:** As there were no members of the public present, this section of the meeting did not take place.
4. **Minutes:** With a minor amendment, the minutes of the General Purposes Committee meeting held on 27 March 2018 were adopted as a true and correct record of the meeting and signed as such. Proposed Councillor Iain Emmett, seconded Councillor Mike Thompson.
5. **ALLOTMENTS:**
  - a) To review fees for 2019-20.  
  
**RESOLVED:** To leave rental rates at the Top Field and Hayman's Close Allotment Fields unchanged. A study will be conducted of fees charged on all council properties to establish what each is costing the taxpayer in subsidies. Proposed Councillor Eileen Andrews, seconded Councillor Iain Emmett.
  - b) To receive a verbal update. The Assistant Town Clerk reported that the waiting list for first allotments has been exhausted although some names remain on the list of current allotment tenants wishing to have more than one plot. An inspection will be arranged to inspect the Top Field and Hayman's Close Allotment Fields by

Councillor James Buczkowski, probably at the same time as the Tiverton Road Allotment Field is inspected.

6. **ST ANDREW'S CAR PARK:** To receive a verbal update. A single objection has been received following DCC's consultation on charges for use of the car park.

Following consideration and discussion, it was

**RESOLVED:** To make no changes to the St Andrew's car park charging scheme proposed and consulted upon. Proposed Councillor Mike Thompson, seconded Councillor Eileen Andrews.

7. **CEMETERY**

(a) **Cemetery Pathways:**

- i. To agree a way forward on the short section of pathway adjacent to the storage facility. It was agreed that a contractor is requested to supply a fee estimate for the temporary repair of this section of pathway.
- ii. To receive a verbal update on progress with the resurfacing of the Cemetery (East) pathways. Civil Engineers have been requested to supply a fee proposal to assess and design resurfacing of the cemetery pathways, including drainage and soakaways.
- iii. To agree a way forward. The Town Clerk reported that an offer has been made by a local funeral director to purchase the Cemetery Bier. This item has not been used for many years and remains unused by the council.

**RESOLVED:** That, for the purposes of transparency, a blind auction is conducted for the sale of the Cemetery bier. Proposed Councillor Iain Emmett, seconded Councillor Eileen Andrews.

- (b) **Cemetery Wall (SW Corner):** To receive a verbal update and agree a way forward. Civil Engineers have been requested to submit a fee proposal for the design and materials specification for the installation of supporting buttresses to the SW corner of the cemetery boundary wall. The appointed firm of engineers will be requested to carry out a water conduction study to establish the weight of water retained by the Cemetery wall.

- (c) **Use of Chapel:** To consider the use of the Cemetery Chapel.

The Committee was advised that they should starting thinking about ongoing long term uses for the Cemetery Chapel and Mortuary in order that they can be brought into more regular usage and, potentially, attract grant funding for their improvement. This matter will be further considered at an extraordinary meeting of the General Purposes Committee that will be only to discuss matters related to the Cemetery.

- (d) **BRAMM Membership:** To consider receiving an employee of Fine Memorials to discuss the benefits to the council of BRAMM membership.

**RESOLVED:** That, following investigation of the organisation by Councillors, there is little benefit to the council of joining BRAMM. Proposed Councillor Mike Thompson, seconded Councillor Iain Emmett.

8. **TOWN HALL:**

- (a) To receive update report. The Town Clerk reported that the main noticeboard in the Town Hall vestibule was recently vandalised and requires either replacement or

repair – she supplied estimates for the replacement. It was agreed that a detailed report, together with estimates, should be submitted to the next meeting of the General Purposes Committee for consideration.

- (b) **Fire Safety:** To consider the installation of a Fire Door to the Town Clerk's office in order to provide a temporary refuge, if required, during the evacuation of the Town Hall. It was agreed to obtain estimates for the installation of Fire Doors to the Town Clerk's office and the Committee Room for consideration at a future meeting of the General Purposes Committee.

9. **CCTV:** To receive a verbal update. Since a quotation for works is still awaited, the Assistant Town Clerk stated that there was nothing further to add since his last report.

10. **PLAY AREAS:**

- (a) To receive a verbal update. It was reported that there have been instances of beer bottles being found in the vicinity of Tufty Park, particularly as the weather warms up and the evening daylight lengthens. The Town Clerk will keep a record of reports of this nature and inform the Police as required.

- (b) Culm Lea Play Area:

- i. To receive an update on the lease from MDDC. The Town Clerk reported that the lease has been signed by MDDC but still needs to be considered and advised on by the council's legal representatives.

- ii. To consider estimates for the provision of fencing and access gates. After consideration of various options for the materials and construction of the boundary fence at Culm Lea play area, it was

**RESOLVED:** That the boundary fence at Culm Lea play area will be of a metal construction with vertical bars and a hooped top rail. There will be one vehicular gate at the River Drive boundary and one pedestrian gate facing High Banks. Proposed Councillor Mike Thompson, seconded Councillor Iain Emmett.

- iii. To agree a way forward once the lease from MDDC has been signed. It was agreed that playground suppliers and installers are consulted in order that a plan can be formulated on equipment that can be provided at Culm Lea.

11. **DATE AND TIME OF NEXT MEETINGS:**

- (a) To agree a date and time for an extraordinary meeting of the General Purposes Committee to discuss only Cemetery related matters. All items for the Agenda for this meeting are to be forwarded by email to the Town Clerk no less than 7 working days prior to this meeting which will take place at 2pm on 8 May 2018 at the Town Hall.

- (b) The next ordinary meeting of the General Purposes Committee will be held on Tuesday 22 May 2018 commencing at 10am at The Hayridge Centre.

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*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.*

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