

# APPENDIX A



## Minutes of a meeting of Cullompton Town Council held on Thursday 14 June 2018 commencing 7pm at Cullompton Town Hall

**Present:** Cllr Iain Emmett (in the chair) and Cllrs: Eileen Andrews\*, Jordann Barge, Daniel Barnes, James Buczkowski, Kate Haslett, Janet Johns, Lloyd Knight, Liza Oxford-Booth, Martin Smith and Mike Thompson

Also in attendance: Approximately 4 members of the public.

\*in attendance for part only of the meeting.

**NOTE:** A 72 seconds silence was held in memory of the 72 people that died in a fire at Grenfell Tower one year ago today.

**14. APOLOGIES** received and accepted from Cllr Gordon Guest (personal)

**15. DECLARATIONS OF INTERESTS:**

- Cllr Eileen Andrews declared a personal interest in respect of Item 16 (Traffic Relief Road and J28 improvements) as she is a member of the CCA Executive Committee.

**RESOLVED:** That, in order to allow Cllr Eileen Andrews to take part in debate and then leave the meeting Agenda Item 8 is brought forward and dealt with as the first item of business. Proposed Cllr Mike Thompson, seconded Cllr Janet Johns.

**16. COMMUNITY AND ENVIRONMENT**

- (i) **Traffic Relief Road and J28 improvements:** To consider support for proposal to transfer funding from the J28 improvement scheme to the construction of a relief road project.

Discussion included:

- Agreed that Cullompton needs a relief Road but is the CCA Fields the right place, do not want an inadequate road that will only serve Cullompton for a short time. Need more information from DCC Highway and MDDC Planning before making a decision.

If we do have to have a road through the CCA Fields then let it be along the route of the railway line and not through the middle of the fields. (Cllr Eileen Andrews).

- Support money being transferred across but have some concerns that there is not enough money to complete the project. Would like a guarantee that they are able to provide the complete package. (Cllr Mike Thompson).

- Total estimated cost £13.8m, £3.8m required from developer contributions.
- If the money is moved to the relief road something still needs to be done to improve the M5 junction (Cllr Rachel Sinclair).
- A lot of the problems associated with the junction can be attributed to parking in the main street. Moving traffic to a relief road should help resolve the problem (Cllr Janet Johns).
- It's about getting rid of the queueing traffic on the M5 slip road (Cllr Iain Emmett).
- They took away the slip road when they built the M5, no need for heavy lorries to go through the town centre. Concentrate on other options that will serve Cullompton better (Cllr Eileen Andrews).
- Timeline 3 years from start to finish, if not completed in time do we lose it? (Cllr Mike Thompson).
- Concern that the short time period will put pressure on MDDC/DCC to accept whatever they have on paper, need to be involved in the design stage. Support in principle as J28 improvements not deliverable (Cllr Martin Smith).
- Want to be involved from Stage 1, don't want any short cuts, make sure we are guaranteed that they will deliver a relief road on time (Cllr Mike Thompson).

**NOTE:** The meeting was closed to allow a member of the public to make a statement.

The meeting was re-opened.

- Route proposals to be submitted to the community to vote on (Cllr Martin Smith).
- Process has already been started as MDDC Cabinet has approved £100k for the design work (Cllr Iain Emmett).

**RESOLVED:** That the Council supports the transfer of funding from the J28 improvement scheme to the construction of a relief road project with a condition that a guarantee is forthcoming to complete the project, after public consultation, to the satisfaction and benefit of the town and its people. Proposed Cllr Mike Thompson, seconded Cllr Daniel Barnes.

*Cllr Eileen Andrews left the meeting*

- 17. PUBLIC QUESTION TIME:** To receive questions from member of the public present at the meeting.

Mr C Snow submitted a number of questions and will receive a written response from the Clerk.

- 18.** The **Minutes** of the previous meeting held on 24 May 2018 were approved and signed as a correct record. Proposed Cllr Janet Johns, seconded Cllr Liza Oxford-Booth.

**19. COMMITTEES, SUB-COMMITTEES AND COMMUNITY REPRESENTATIVES**

- (i) To review committee, sub-committee and community representatives for the 2018.19 civic year and appoint additional members.**

**RESOLVED:** That Cllr Rachel Sinclair becomes a member of the Cemetery and Town Hall Committee, Community Wellbeing Committee and Christmas Lights Event Working Group and Cllr Mike Thompson becomes a member of the Policy, Finance and Personnel Committee and the Cemetery and Town Hall Committee and represents the Council at meetings of the Traffic & Environment Working Group. Proposed Cllr Kate Haslett, seconded Cllr Janet Johns.

**(ii) To appoint Chairman of standing committees for 2018.19 civic year as follows**

**RESOLVED:** That Chairman of standing committees for 2018/19 civic year are appointed as follows:

- Cemetery and Town Hall: Cllr Lloyd Knight (Proposed Cllr Iain Emmett, seconded Cllr Janet Johns).
- Community Wellbeing: Cllr Eileen Andrews (Proposed Cllr James Buczkowski, seconded Cllr Liza Oxford-Booth)
- Planning & Licencing: Cllr Gordon Guest (Proposed Cllr Kate Haslett, seconded Cllr Rachel Sinclair).
- Policy, Finance and Personnel: Cllr Iain Emmett (Proposed Cllr Martin Smith, seconded Cllr Liza Oxford-Booth).
- Town Centre and Economic Development: Cllr Jordann Barge (Proposed Cllr James Buczkowski, seconded Cllr Rachel Sinclair).

**20. BUSINESS AND FINANCE**

- (i) **Internal Audit Report 2017.18: To receive:** *Noted*
- (ii) **Annual Internal Audit Report 2017/18: To receive:** *Noted*
- (iii) **Annual Governance Statement 2017/18: To approve**

**RESOLVED:** That the Council answers 'Yes' to all questions in the Annual Governance Statement and approves the Annual Governance Statement for submission to the external auditor. Proposed Cllr Jordann Barge, seconded Cllr Martin Smith (All Councillors voting for except 1 against Cllr Mike Thompson).

- (iv) **Income & Expenditure 2017.18: To receive report:** *Noted*
- (v) **Accounting Statements 2017/18: To approve**

**RESOLVED:** That the Council approves the Accounting Statements 2017/18 for submission to the internal auditor. Proposed Cllr Martin Smith, seconded Cllr Kate Haslett (all for with one abstention (Cllr Mike Thompson)).

- (vi) **Payments:** To approve payments for April 2018

**RESOLVED:** That payments and transfers totalling £310,486.89 for April 2018 are approved. Proposed Cllr Liza Oxford-Booth, seconded Cllr Jordann Barge (all for with one abstention (Cllr Mike Thompson)).

- (vii) **Financial Reports:** To receive Financial Reports for April 2018: *Noted*

**21. GENERAL DATA PROTECTION REGULATIONS (GDPR)**

- (i) **GDPR Audit Report: To receive:** *Noted*
- (ii) **Action Plan: To receive:** *Noted*
- (iii) **Data Protection Policy: To approve**

**RESOLVED:** That the Data Protection Policy is approved as Town Council policy. Proposed James Buczkowski, seconded Cllr Liza Oxford-Booth (all for with one abstention (Cllr Mike Thompson)).

- (iv) **Data Breach Procedure: To approve**

**RESOLVED:** That the Data Breach Procedure is approved. Proposed Cllr James Buczkowski, seconded Cllr Kate Haslett (all for with one abstention (Cllr Mike Thompson)).

(v) **Subject Access Request information: To approve**

**RESOLVED:** That the Subject Access Request information sheet is approved. Proposed Cllr James Buczkowski, seconded Cllr Kate Haslett (all for with one abstention (Cllr Mike Thompson)).

(vi) **Subject Access Request, application form: To approve**

**RESOLVED:** That the Subject Access Request, application form is approved. Proposed Cllr Liza Oxford-Booth, seconded Cllr Janet Johns (all for with one abstention (Cllr Mike Thompson)).

(vii) **Training: To consider any training requirements.**

**RESOLVED:** No GDPR training required for Councillors at the present time.

(viii) **Data Protection Officer: To approve the appointment of Paul Russell.**

**RESOLVED:** That Paul Russell is appointed as the Council's Data Protection Officer. Proposed Cllr Rachel Sinclair, seconded Cllr Janet Johns (all for except one member against (Cllr Mike Thompson)).

## **23. CORRESPONDENCE**

- (i) Devon County Council: Devon Mobile Library and Outreach Service Consultation: *Noted*
- (ii) Devon County Council: Section of footway from 22 Fore Street to 66 Fore Street to be resurfaced in this financial year (2018/19). *Noted.*
- (iii) Member of public: Location of bus stop for Falcon bus service cause frustration and danger at rush hour; *Deferred to Traffic & Environment Working Group.*
- (iv) Member of public: Parking in Tiverton Road. *Deferred to Traffic & Environment Working Group*
- (v) Arthouse Project: Request for help to recruit new Chairman and Public Officer. *Noted*
- (vi) MDDC Cllr N Woollatt: Request to cut grass alongside the leat between Station Road and Higher Mill with the proviso "*not to allow vegetation to fall into the leat*". *Clerk reported that she will be meeting the Leat Preservation Board next Tuesday, will discuss the matter with them and report back to the next meeting.*

## **24. DATE OF NEXT MEETING: Thursday 28 June 2018 at 7pm**

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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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