

APPENDIX A



**Minutes of Community Wellbeing Committee meeting
held on Tuesday 14 August 2018 at 7pm at the Hayridge Centre**

Present: Councillor Eileen Andrews (in the chair) and Cllrs: Iain Emmett and Janet Johns

Also in attendance: Nick Savage (Volunteer Footpath Warden), Cllrs Kerry Baldwin and James Buczkowski plus one member of the public.

Judy Morris: Clerk

1. **APOLOGIES:** Cllr Liza Oxford-Booth (personal) and Cllr Jordann Barge (personal).
2. **DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT:** Cllr Iain Emmett declared a personal interest in respect of discussion relating to the Town Leat as he is a riparian owner.
3. **PUBLIC QUESTION TIME:**
 - **Mr Chris Snow** asked why the Minutes of the Christmas Lights Working Group are not published on the website and also about the cost of preparing and publishing the Festival programmes and why the preparation costs were not charged back to the Town Team.

Clerk explained that there is no requirement to publish Minutes for Working Groups but that she will arrange for the Minutes to be published on the website as soon as time allows.

The matter of Crier/programme costs will be discussed later in the meeting.

4. **MINUTES:** The Minutes of the previous meeting held on 10 July 2018 were approved and signed as a correct record. Proposed Cllr Iain Emmett, seconded Cllr Janet Johns.
5. **FINANCE: To receive Committee Income and Expenditure report:** Noted (Proposed Cllr Janet Johns, seconded Cllr Iain Emmett).
6. **PUBLIC RIGHTS OF WAY**
 - (i) **To receive report from Footpath Warden:** Report circulated with the agenda, discussion included:
 - Two walks since last meeting, both with 10 people on them. Paths checked and cleared before the walks, this included clearing vegetation at Langford Court.
 - Stile near the transmitter mast above Pottshayes Farm needs repair.
 - Contacted by member of public about water at Growen Lane, explained short term plan to put down scalplings.

- Consultation about diversion of Public Footpath at Culm Lea, DCC should soon be making a footpath order for this path.
- It was noted that the footpath walk scheduled for Wednesday 15 August has been changed to Thursday 16 August.

(ii) Leat path project: To receive verbal update report: Clerk reported that estimates are being obtained for the work. Discussion about applying for permission to close the path whilst the work is carried out, it was thought that Devon County Council requires 14 days' notice for a closure of no more than 5 days.

RESOLVED: That Clerk contacts the property owner and solicitor to arrange for a legal agreement to be drawn up that permits the Council to remove the hedge and replace it with a fence.

It was suggested that the property owner is asked if it would be possible for the contractor to park on his property whilst carrying out the work.

(iii) Any other Public Rights of Way matters.

(a) Goblin Lane: Clerk reported that she had been contacted by resident with regard to concerns about the condition of the lane. The lane is designated as a Public Right of Way (Bridleway) but it has not been adopted by Devon County Council as public highway. The Clerk explained that she has been asked if it would be possible to conduct a petition to ask Devon County Council to adopt the lane via the Council office.

RESOLVED: That, whilst the Committee would be happy to recommend to full Council that it consider support for the proposal that Devon County Council adopts Goblin Lane, it will not grant permission for a petition to be conducted from the Council offices as this would set a precedent.

7. COMMUNITY & ENVIRONMENT

(i) Heritage Walk leaflet: To consider and approve draft: Draft leaflet circulated to those present with a request that comments are submitted to the Council office before the next meeting in order that a final draft can be brought to the next meeting.

(ii) Events and Activities: To receive verbal update reports with regard to:

(a) October Food & Drink Festival on 13 October: Clerk reported that the Working Group have the arrangements in-hand. The Hayridge has decided not to take part this year due to workloads.

(b) World War 1 Exhibition: Clerk suggested that the exhibition is held in the Town Hall on 10/11 November. Liaise with British Legion. Suggestions included:

- Asking the Scouts if they would like to assist.
- River of poppies (Walronds Garden?).
- Background music of the era in the Town Hall on the Saturday.

(c) Christmas Lights Festival on 24 November: Clerk reported on current proposal to hold Christmas market in Church Street and close Fore Street for 15 minutes for the Lantern Parade which will start from St Andrews Church, go up Church Street and along Fore Street and disperse onto the area around the War Memorial.

NOTE: Mr Snow offered the loan of 2-way radios.

- (iii) **Cullompton Crier: To consider merging the Crier with the Food & Drink Festival programme and paying the delivery costs:** Discussion about staff costs to prepare the programme and whether this cost should be charged back to the Town Team. It was suggested that the Council is asked to consider how it supports local events.

RESOLVED: That the Festival programme and the Crier are merged. The Town Team, as the organisers of the Food & Drink Festival, to pay the printing costs and the Town Council will pay the distribution costs. All advertising revenue to be held by the Town Council and any residue handed over to the Town Team once a charge has been taken for the cost of staff time to produce the Festival programme section. Proposed Cllr Iain Emmett, seconded Cllr Eileen Andrews.

- (iv) **Councillor Surgeries and ways to engage with the Cullompton parishioners: To discuss.**

RESOLVED: That the matter of Councillor Surgeries and ways to engage with the Cullompton parishioners is deferred until the next meeting to allow Committee members time to come up with ideas.

- (v) **Town Leat: To receive verbal update:** Deferred until the next meeting.
(vi) **Sheep Notice Board: To agree location:** Deferred until the next meeting.

8. CHRISTMAS LIGHTS

- (i) **'Merry Christmas' wall decoration: To approve design and purchase of a wall decoration for Town Hall.**

RESOLVED: That the Council purchases Option One "Merry Christmas" wall decoration for the Town Hall at a cost of £820.00. Proposed Cllr Janet Johns, seconded Cllr Iain Emmett.

- (ii) **Small Christmas trees for wall brackets: To consider whether to make a charge for supply and erection.**

RESOLVED: That the Council supplies and erects small Christmas trees for wall brackets at the same cost as 2017 i.e. £17.50 plus VAT. Proposed Cllr Janet Johns, seconded Cllr Iain Emmett.

- (iii) **Any other Christmas Lights matters:** Suggestion that China Orchids are approached about providing power.

9. PLAY AREAS

- (a) **Culm Lea play area: To receive update and agree any future actions:** It was noted that there is a suggestion that a pair of goal posts and adult fitness equipment are installed on land adjacent to the play area. This land will remain the responsibility of MDDC and the Town Council would need to obtain their permission if it intends to pursue this proposal.
- (b) **Culm Lea play area consultation To receive:** Summary of consultation results noted.
- (c) **Head Weir Road play area: To receive update and agree any future actions:** Update report noted.

- (d) **Tufty Park: To receive update and agree any future actions:** Cully Play Parks has given the Town Council a cheque for £2575.41 towards the cost of purchasing and installing a tractor. There is also £6566.00 in the s.106 Tufty Park/Crowbridge pot.

RESOLVED: That the Council accepts the cheque from Cully Play Parks for £2575.41 to be ring fenced for Tufty Park and investigates installing a purpose built play equipment tractor as it has not been possible to find a suitable real tractor that can be adapted to meet current safety requirements. Facebook poll to be carried out to establish the preferred design, emphasise that the Council is considering installing a purpose built piece of equipment for health & safety reasons.

- (e) **Linear Park: To receive an update:** Discussion about the merits of installing a youth shelter.
(f) **Upcott Recreation Field to agree date to make a site visit**

RESOLVED: That the Committee arranges to make a site visit to the Upcott Field to consider ways to improve its play facilities and whether to install some adult fitness equipment.

- (g) **Meeting with MDDC Chief Executive re s.106 play area and public open space fund: To receive report:** Clerk reported that herself, the Deputy Town Clerk and the Town Mayor had met with the Chief Executive and local MDDC Councillor to discuss how s.106 play area and open space funding is administered and recorded and also asked MDDC for a consistent policy with regard to installing play equipment on land owned by MDDC.

MDDC will shortly be taking a report to Cabinet and the Town Council can expect to be contacted so that they can get a process that works for both MDDC and Town and Parish Councils.

- (h) **To consider priorities for play area projects and start to draft an action plan:** Deferred until the next meeting due to time constraints.

10. HAYMANS CLOSE AND TOP FIELD ALLOTMENTS:

- (i) **To receive verbal update report:** Clerk gave a short verbal report confirming that the majority of rubbish at the site has now been removed.

11. CORRESPONDENCE: None

12. PROTOCOLS: To consider first draft

RESOLVED: That the Council adopts the revised protocol as a draft document. Low cost items such as black arm bands to be purchased, if possible from local supplier.

13. DATE AND TIME OF NEXT MEETING: Tuesday 11 September 2018 at 7pm at the Hayridge Centre.

Signed: _____

Date: _____