



Minutes of a meeting of the Town Centre and Economic Development Committee
held on
Thursday 6 September 2018 commencing at 7.00pm at Cullompton Town Hall

Present: Cllr Iain Emmett (in the chair), Cllrs: James Buczkowski, Janet Johns and Liza Oxford-Booth plus Dorothy Anderson (Cullompton Farmers' Market) and Naomi Lihou (Cullompton Street Market).

Judy Morris: Clerk

1. **APOLOGIES received and accepted from** Cllrs: Eileen Andrews (personal) and Jordann Barge (personal).
2. **DECLARATIONS OF INTEREST:** Naomi Lihou declared a personal interest in respect of discussion about the street market as she is a market trader.
3. **PUBLIC QUESTION TIME:** None
4. **MINUTES:** The minutes of the previous meeting held on 2 August 2018 were approved and signed as a correct record. Proposed Cllr Janet Johns, seconded Cllr Iain Emmett.
5. **FINANCE: To review Income & Expenditure account:** Noted

NOTE: Discussion about cleaning of road signs and also cleanliness of public toilets. It was agreed to ask the Maintenance Supervisor to check toilets more frequently and arrange for cleaning of road signs.

6. **MARKETS**

- (i) **Income and Expenditure report:** Noted
- (ii) **To receive update report for street market:** Report circulated with the agenda, discussion included:
 - **Buskers** not being booked at present due to financial constraints.
 - **Refurbishment of gazebos:** Support the proposal to make 6 good gazebos from the 11 old gazebos but is it possible to replace the canopies with green and white striped canopies or something lighter and brighter.
 - **Market trader's parking:** Naomi explained that it is difficult for lone trader's to leave their stall to go and park or collect their vehicle when setting up and taking down their stalls. Need to find someone to watch the stall while they are away from it. It was explained that the

Council would like to protect St Andrews car park as a shopper's car park and if market traders were permitted to park free of charge then this would restrict the number of shoppers able to park.

RESOLVED: That MDDC is asked to provide Cullompton market traders with a permit to park free of charge on market days in Forge Way car park in the same way that Tiverton Market traders are able to park in Tiverton's public car park. Proposed Cllr James Buczkowski, seconded Cllr Iain Emmett.

- **Culm Valley in Business:** The Town Council was a member, on behalf of the Street Market, but the membership has lapsed and it has been suggested that the membership is renewed.

RESOLVED: That the Town Council renews its membership of Culm Valley in Business on behalf of the Street Market with the proviso that market traders can attend the CViB meetings. Approximate cost is £15 per year. Proposed Cllr James Buczkowski, seconded Cllr Janet Johns.

- **Website:** A dedicated website is suggested. This can list 'special' market days and promote the stall holders etc. The website can be linked to the Town Council website.

RESOLVED: That the Council investigates setting up a dedicated "Market" website, something simple, based on the leaflet, budget £100 to get a website up and running. Proposed Cllr James Buczkowski, seconded Cllr Iain Emmett.

(iii) **Evening Markets: to discuss a way forward:** Various themes were discussed, maybe encourage some of the shops to stay open later.

(iv) **To receive verbal update report for Farmers' Market (Dorothy Anderson):** Dorothy reported that the Cullompton Farmers' Market and its manager have been shortlisted for a FoodDrinkDevon award. It was suggested that she makes the local media aware of this.

(v) **Promotion and advertising: To approve draft leaflet and consider any other actions.** Some minor amendments were suggested, this included map to be smaller scale and QR code beside Farmers Market photo. Also a market photo on the front.

(vi) **Any other market matters:** None

7. ST ANDREWS CAR PARK

(i) **To receive update with regard to management of the car park and agree any action required:** Discussion with regard to signage, tariff and instructions for use of 'pay and display' machine in small print and difficult to read. Also reminder needed to ensure that anyone only intending to park for the 30 min free period obtains a ticket.

RESOLVED: Town Clerk to review signage to assess whether any additional signs are needed and then contact Devon County Council with a request for that additional signage.

- (ii) **Parking of large vehicles: To agree way forward:** It was thought that the problem may resolve itself not that the parking enforcement regime is underway. It was agreed to monitor the situation and review at the next meeting.
- (iii) **Parking barrier: To agree way forward:** Discussion about ways to prevent vehicles from toppling into the adjacent property at the far end of the car park. Clerk to obtain ideas and estimates.
- (iv) **Any other car park matters.** None

8. TOWN CENTRE ENHANCEMENT AND REVITALISATION

- (i) **Flag pole: To agree way forward:** Clerk reported that Devon County Council Highways has no objections to the erection of two flag poles, either side of the War Memorial but that MDDC has advised that Advertisement Consent is needed. Discussion about whether the advice received from MDDC is correct.

RESOLVED: That MDDC Planning Department is asked for confirmation that Advertisement Consent is required as no promotional flags will be flown.

- (ii) **Bus shelter, Lower Bullring: To agree way forward:** Clerk reported that Devon County Council has confirmed that there is sufficient room on the pavement in front of the Hayridge car park to site a bus shelter, provided that it does not interfere with visibility coming out of the junction and is positioned away from underground services. They have offered to contact promotional company Fernbank Advertising to find out if they are willing to provide the bus shelter in return for advertising revenue.
- (iii) **Mural: To agree way forward:** Clerk reported that the building owner has no objections in principle, provided the mural was 'tasteful'.

RESOLVED: Clerk to investigate mural artists.

- (iv) **Rural Digital Access Points: To receive details and agree any action to be taken:** Clerk reported that she had been advised by the Devon Association of Local Councils that the DWP had funding for a digital access point in rural Cullompton. DWP have been contacted for more information and awaiting response. Clerk to report back with more information at the next meeting.

9. CORRESPONDENCE

- (i) **Report from Tiverton Market Manager:** 'First impressions' report circulated to all present for discussion at the next meeting.

10. **DATE AND TIME OF NEXT MEETING:** Thursday 4 October 2018 at 7pm.

Signed: _____ Date: _____