



Minutes of Community Wellbeing Committee meeting held on Tuesday 9th October 2018 at 7pm at the Hayridge Centre

Present: Councillor Eileen Andrews (Chair) and Cllrs: Iain Emmett, Janet Johns & Jordann Barge

Also in attendance: Nick Savage (Volunteer Footpath Warden) and Cllrs. Lloyd Knight & Will Jones plus 1 member of the Public

Clerk: Maria Weston (Deputy Town Clerk)

1. **APOLOGIES:** Accepted from Cllr. Liza Oxford-Booth (Work)
2. **DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT:** Cllr. Iain Emmett declared a personal interest in respect of Item 8.iii relating to the Town Leat, as he is a riparian owner. Cllr. Jordann Barge declared a possible personal interest in relation to Item 8. iii. as she lives in close proximity.
3. **PUBLIC QUESTION TIME:**
Chris Snow:
 - Questioned the Food & Drink Festival *verbal* report on the Agenda (Point 8.i.) and stated a written record should be kept - with Minutes, as per the Council's resolution, published. *Cllr. Johns explained that the Town Team Group were responsible for the Festival and that there were Town Council representatives who attended the meetings. The report was verbal as there had not been enough time to compile a written report before the meeting.*
 - Asked what arrangements were in place in terms of Councillor Surgeries as it was coming up to election time and suggested considering whether 3 or 4 Councillors + staff attend a stall in the Farmers' Market (to be a visible presence). *Cllr. Andrews said his comments would be taken on board and that this would be dealt with under Agenda point 8 ii.*
 - Spoke about the Town Crier publication being approx. 80% about the Food & Drink Festival and advertising, with not a great deal about the actual Town itself. He said it had been resolved that the Festival should have been on a separate leaflet within the Crier & that the Town and the Festival were two different things. Chris also asked who decided on the content of the Crier (was it the staff in the offices?) and whether a basic framework should be in place to decide what should go into the Crier and also mentioned the use of Public money.
 - *Cllr. Emmett explained that there had been a Resolution at the Policy, Finance & Personnel Committee where it had been agreed that the Town Council would fund the distribution costs. The contents were determined by whoever wanted to advertise and write articles. Cllr.*

Andrews thanked Chris Snow and informed him that this issue would be put on the Agenda for the next meeting so that a full discussion could take place in good time for the Spring Festival.

4. **MINUTES:** The Minutes of the previous meeting held on 11th Sept 2018 were approved and signed as a correct record. **Proposed** Cllr Iain Emmett **Seconded** Cllr Eileen Andrews.
5. **RESOLUTIONS:** Noted.
6. **FINANCE: To receive Committee Income and Expenditure report:** Noted.
7. **PUBLIC RIGHTS OF WAY**
 - (i) **To receive report from Footpath Warden:** Nick Savage apologised that he did not have a written report. The Summer walks had now finished so now looking forward, to the Autumn walks. He had noticed a couple of 'finger' posts (Water Lane & Ponsford) needed replacing and would contact the Town Clerk about a possible P3 Grant as he has been unable to get in touch with the relevant party at Devon County. Nick mentioned that he had be undertaking his usual 'wandering' and has trimmed back around the stiles. Formal footpath approval would be required for the replacement gate at Higher Banks Walk.

RESOLVED: *The Chair (Cllr. Andrews) thanked Nick Savage for his hard work and commitment to his role as volunteer Footpath Warden.*

- (ii) **Leat path project: To receive verbal update report:** Cllr. Emmett reported that the relevant forms (legal agreement) had been sent to the Solicitor and once these had been received back, work could commence. The beech hedge in front of the Leylandii is approx. 300mm off.
- (iii) **Any other Public Rights of Way matters:** None.

8. COMMUNITY & ENVIRONMENT

- (i) **Events and Activities: To receive verbal update reports with regard to:**

The Deputy Town Clerk gave verbal reports:

October Food & Drink Festival on 13 October: Deputy Town Clerk had attended the last Working Group meeting & that all arrangements were 'in-hand'. The Walronds would be having various cookery demonstrations, Craft Fayre to be held in Town Hall (fully booked), Community Centre would be hosting children's cookery taster sessions and Soul Traders band in the evening and Robertos pizza place would be having a Pizza & Milkshake Workshop.

World War 1 Exhibition: Work had been carried out (when time allowed) on the WWI project. A member of the public had been helpful in supplying various documentation on a memory stick, as had Cllr. Gordon Guest. Both St. Andrews' and Willowbank primary schools will produce artwork for the exhibition. A Teacher had asked for a contact for someone prepared to talk to the schoolchildren about Cullompton's involvement in the War but no joy in finding a suitable candidate as yet. A CD of WWI music had been purchased, together with appropriately coloured card for the display boards. Everything would be ready in time for the Exhibition. A volunteer Steward for the Exhibition had come forward for both the Saturday & Sunday.

Christmas Lights Festival on 24 November: All arrangements 'in hand'. Market stalls would be sited in Church Street and road closure has been approved for this.

NB: Chris Snow asked how this could be when the Maintenance Supervisors Chapter 8 had expired – Cllr. Emmett responded that another member of the Council's staff had a Chapter 8.

(ii) Councillor Surgeries and ways to engage with the Cullompton parishioners, including ways to encourage candidates to stand for election to the Town Council in May 2019: to discuss.

Cllr. Emmett stated that he had had meetings with three quite enthusiastic individuals so far and that we should acquire approx. 40/50 leaflets about being a Councillor and encourage people to come to a few meetings to see how everything works. Discussion ensued about the various ways in which Councillors could encourage prospective new Councillors e.g. attending the Food & Drink Festival and wearing a Council name badge/lanyard, having a stall at Saturday's Food & Drink Festival (Community Engagement).

RESOLVED:

- That the Council locates (or buys if necessary) plastic name slip badges and produces name badges so that Councillors could wear them this weekend (at the Food & Drink Festival). **Proposed: Cllr. Barge Seconded: Cllr. Andrews. All in favour.**
- That an e-mail is sent to all Councillors to encourage their attendance at the Food & Drink Festival on Saturday and to wear a name lanyard (to be easily identifiable) and to engage with members of the public, encouraging new Councillors to come forward. **Proposed: Cllr. Johns Seconded: Cllr. Andrews. All in favour.**

(iii) Town Leat: To agree arrangements for meeting with Riparian landowners.

RESOLVED: Deferred until all Riparian Landowners could be established and contacted.

(Note:

- Cllr. Emmett and the Town Clerk to investigate who owners are
- A process is needed to look at the Leat as it needs a lot of repair – who is responsible?
- The Environmental Agency is no longer involved)

9. PLAY AREAS

- i. **S.106 Funding: To receive email correspondence from MDDC S.106 Officer.** Noted.
- ii. **Culm Lea play area: To receive feedback from consultation held on 29th Sept. and agree a way forward.** Deputy Town Clerk spoke about the public consultation exercise carried out and showed the committee various plans from play area suppliers. Discussion ensued about the nature of items that the committee would like to see in the park plus the funding situation and the provision of safety surfacing.

RESOLVED: To obtain quotes for safety surfacing (Culm Lea) to cover both the whole floor area and also for a partial covering within the play area and to report back to the committee.

NOTE: Cllr. Barge asked that consideration is given in the future, when looking at play areas, to the provision of a 'wheelchair swing' (whereby a wheelchair can be rolled on (& off) and attached so that the whole wheelchair & user moves with the swing itself)

- iii. **Tufty Park: To receive update.** Noted.
- iv. **Upcott Field: To receive update.**

RESOLVED: That £36,750.00 (Astra Print site development) S.106 monies are transferred to the Upcott Field.
Proposed: Cllr. Andrews Seconded: Cllr. Emmett All in favour.

- v. **Play Area Action Plan.** Noted.

10. Allotments: To receive update report and consider policy for charging a tenant with two half plots.

RESOLVED: That an allotment tenant with two half plots, rather than one full plot, should pay the same rent as a tenant with one full-size plot.
Proposed: Cllr. Barge Seconded: Cllr. Emmett All in favour

11. COMMUNITY TRANSPORT: Cllr. Andrews spoke about both her own and Cllr. Knight’s intention to try to reform the bus committee. The Community Bus scheme would be referred to full Council so this Agenda Point was deferred for now.

12. FORWARD PLANNING: THREE YEAR ACTION PLAN.

The Committee informed the Clerk of the figures they would like and she annotated the table accordingly.

12.i. CORRESPONDENCE: Any correspondence received after the date of this Agenda. None.

RESOLVED: that due to the sensitive nature of the business to be discussed, the following item is dealt with as Part 2 business and, in accord with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 the press and public are requested to leave at this point and the next section of the meeting is conducted in private.
Proposed Cllr. Andrews Seconded Cllr. Barge All in favour

PART 2 – PRIVATE AND CONFIDENTIAL

13. HEAD WEIR ROAD PLAY AREA: To consider formal complaint.

The Clerk furnished members with a copy of the complaint and stated that various other documents and photos had been received in relation to this but as these items had been received after the date of the Agenda, they would not be supplied at this meeting. A discussion ensued about the background to this complaint and a possible way forward.

RESOLUTION: Head Weir Road Play Area - COMPLAINT

- That this complaint would need to go through a formal process whereby all correspondence was considered fully;
- To obtain from the Council's Solicitor, confirmation of where the Council stands legally;
- To contact the relevant Officers at Mid-Devon to obtain their view on the issue.

Proposed: Cllr. Andrews Seconded: Cllr. Johns All in favour

NOTE: Clerk to write to the Complainant to thank them for their communication and explain that the committee are taking the relevant steps to deal with the complaint and that the complainant will be notified accordingly.

14. **DATE & TIME OF NEXT MEETING:** Tuesday 13th November 2018 at 7:00pm at the Hayridge Centre.

Signed: _____

Date: _____