



**Minutes of Community Wellbeing Committee meeting
held on Tuesday 12 March 2019 at 7:00pm
the Hayridge Centre, Cullompton**

Present: Councillors: Eileen Andrews (Chair), Iain Emmett, Lloyd Knight, Janet Johns,

Also in Attendance: Nick Savage (Footpath Warden) & 2 no. members of the public

Clerk: Maria Weston (Deputy Town Clerk)

1. **APOLOGIES:** Received from Cllr. Oxford-Booth (work) & Cllr. Jordann Barge (personal)
RESOLVED: To accept apologies from Cllr. Oxford-Booth (work) & Cllr. Barge (personal)
Proposed: Cllr. Knight **Seconded:** Cllr. Emmett
2. **DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT:** Cllr. Emmett declared a personal interest as he is a Riparian owner on the Leat.
3. **PUBLIC QUESTION TIME:** None.
4. **MINUTES:**
The Minutes of the last meeting on 12 February 2019 were approved and signed as a correct record. **Proposed:** Cllr. Emmett **Seconded:** Cllr. Johns.
5. **RESOLUTIONS:** Noted.
6. **FINANCE:** To accept Committee Income & Expenditure Report.
Proposed: Cllr. Johns **Seconded:** Cllr. Emmett
7. **PUBLIC RIGHTS OF WAY:**
 - 7.i. **To receive report from Footpath Warden (Nick Savage):** Mr. Savage gave a verbal update. Mr. Savage stated that the main thing to report was an update on the issues that had been raised with the Devon County Council (DCC) Footpath Warden:
 - Replacement Finger posts (Colebrooke Lane, Ponsford & St. Georges Well leading into Bluebell Lane): These have been ordered and will be delivered as soon as possible;
 - Footpath diversion at Culm Lea leading to Culm Hill: DCC Warden has no concerns with this. A new, wide, two-way gate will be fitted by the Developers;
 - Further to the resolution that the Council are happy to install a bridge (using a standard 'bridge kit') on the Public Right of Way at Saxon Way subject to the agreement of the Devon County Council Warden: The DCC Warden believes this is a good idea and fairly straightforward. The

span will need to be checked. (Mr. Savage said the span is currently 39cm wide (very narrow) and approximately four metres in length and that six metres would be ideally required). An approximate cost to supply & fit a bridge kit would be in the region of £2-£3K and Section 106 monies could be applied for.

- The old Mill remains (chimney stack) just before Middle Mill Lane. The chimney is approximately 20ft high and the tree on top 40ft. DCC will inspect the structure. Investigation needed into who owns the chimney. DCC Warden has stated that if the chimney is considered a health & safety issue and if there is any concern for users of the path, then the path will be closed as soon as is practicable. NB: An electrical post is leaning precariously and Cllr. Emmett has reported this to Western Power.

RESOLVED: That the Clerk, in conjunction with the Footpath Warden, establishes who owns the chimney stack.

NB: Clerk to check first with Cllr. John Berry and if owner is still not established, Footpath Warden to check with HM Land Registry.

Proposed: Cllr. Knight **Seconded:** Cllr. Johns

7.ii To receive update on the Leat path & associated works. Noted

It was noted that the footpath at Lower Mill is now much more accessible as the brambles had been cut back by the new landowners.

RESOLVED: The Committee would like to extend its thanks to the landowners responsible for cutting the brambles back at Lower Mill as this has enabled clearer access to the Leat path.

Proposed: Cllr. Emmett **Seconded:** Cllr. Knight

A report (dated 12 March 2019) on the Leat path & (knee) barrier from Mid-Devon District Councillor - Nikki Woollatt, was circulated to members and noted. As no response to the application for the Communities Together Funding grant applied for (to install said barrier) has (as yet) been received, it was:

RESOLVED: That members will discuss (as a separate Agenda item) the Leat report from Cllr. Woollatt at the next meeting of the Community Wellbeing Committee.

Proposed: Cllr. Emmett **Seconded:** Cllr. Johns

7.iii. Any other Public Rights of Way matters. None.

Cllr. Andrews (Chair) thanked Mr. Savage for all that he does as the Cullompton Footpath Warden, adding that all of his efforts and hard work are very much appreciated. The Committee agreed.

8. COMMUNITY & ENVIRONMENT:

8.i. Events Update: To receive report with regard to Town events including the Christmas Lights Event. Noted –

Cllr. Johns informed the members of the current arrangements, including that the Samba Band has been booked and that the theme of this year's event was 'Lighting the way – Santa's Journey'.

8.ii. Christmas Lights: To approve tender specification for the installation of the Christmas Lights Display in High Street & Fore Street.

Cllr. Emmett expressed his view that it would be beneficial to secure an external, professional contractor to install the Christmas Lights.

The Committee agreed that the Tender Specification was acceptable, covering all salient points and:

RESOLVED: That the Committee approves the Christmas Lights Display Tender Specification for the installation of the Christmas Lights in High Street and Fore Street and would like the Clerk to identify the appropriate companies to distribute this to.

Proposed: Cllr. Emmett **Seconded:** Cllr. Knight

8.iii. Hanging Baskets: To consider the cost to supply an individual hanging basket to shops and businesses in the town.

The Clerk informed the Committee of the approximate costings (see table below) of:

- the individual aspects of supplying and maintaining the baskets;
- the total (overall) figure;
- the total of the overall figure divided by the number of baskets

DESCRIPTION	BREAKDOWN	TOTAL
To supply, fill & deliver	45 no. baskets @ £14.75	£663.75
Bracket Test	45 no. baskets x 1 no. test	£50.00
Installation	45 no. baskets @ £7.00	£315.00
Watering	45 no. baskets x twice a week for 16 no. weeks @ £40.78 a week	£1,305.00
Emptying baskets – End of Season	45 no. baskets @ £2.22	£100.00
OVERALL TOTAL		£2,433.75
OVERALL TOTAL DIVIDED BY NO. OF BASKETS	£2,433.75 /45 no. baskets	£54.08
Extra watering – as & when required	45. no baskets @ £0.89	£40.00
Last year's cost - per basket		£30.00

The Committee agreed that the baskets this year would be better quality than those in previous years and that savings would also be made e.g. Maintenance staff would not need to water the baskets & less watering would be required in general. Members also agreed that the Council would part subsidise the baskets, as these floral decorations would make the town more attractive: 'brighter', more vibrant and appealing to both residents and visitors.

RESOLVED: A charge of £35.00 (+VAT) will be made by the Council to supply, install and maintain a self- watering (filled) hanging basket this year to local shops and businesses.

Proposed: Cllr. Andrews **Seconded:** Cllr. Knight

8.iv. Allotment Inspection: To agree a date for an inspection of Hayman's Close & Top Field Allotment sites.

It was agreed that the Clerk will liaise with Committee members outside of the meeting to arrange a mutually convenient date.

8.v. Policy: To receive and to approve the Allotment Policy for Hayman's Close & Top Field Allotments.

As this matter had been:

- extensively discussed at the earlier (immediately preceding) meeting of the gift of A. Burrows Sub-Committee by the same Committee members now present;

and as it was agreed:

- that the Tiverton Road site (the gift of A. Burrows) was run as a charity (with the Council as sole trustee) and that as such, there should be a separate policy for this site,

it was:

RESOLVED: That the Committee would like two separate policies for the Councils' Allotment sites:

1. Tiverton Road Allotment site (Gift of A. Burrows - Charity);
2. Hayman's Close & Top Field Allotment sites *
 - any additional sites which the Council subsequently acquires
 - should be incorporated into the second policy * (unless of course set up as a charity)

Proposed: Cllr. Emmett **Seconded:** Cllr. Johns

RESOLVED: That the Clerk liaises with both the Cullompton Allotment Association and non-Allotment Association member plot holders to draft two Allotment policies:

1. Tiverton Road Allotment site (Gift of A. Burrows Committee)
 2. Hayman's Close & Top Field Allotment sites (Community Wellbeing Committee)
- and supply these policies to the relevant Committees for review and approval.

Proposed: Cllr. Andrews **Seconded:** Cllr. Knight

9. PLAY AREAS

9.i. Play Area Update: To receive Play Area Update Report. Noted-

The Clerk requested the Committee considers the provision of outdoor play facilities, especially basketball hoops, that cater for 'older kids' as per the request from a pupil at Cullompton Community College. The Clerk also advised the Committee of a consideration request from Cllr. Gordon Guest regarding the provision of –

- Trim Trail equipment;
- 5-a-side goals (Linear Park & play park at the top of Swallow Way);
- Basketball hoops *;
- Fibre glass climbing boulders

The Clerk showed the Committee pictures of the Trim Trail that had recently been installed in Tiverton (Amory Park) and reported that both herself and the Town Clerk had attended a meeting (last week) with Mid-Devon District Council to discuss Section 106 funding availability & use as well as Trim Trail provision.

Cllr. Andrews supplied a copy of an article which detailed the benefits of Trim Trails and the Clerk read eis out to members.

Discussion ensued and the Committee agreed that they support the provision of outdoor play equipment and equipment that caters for 'older kids' including:

- MUGA's (Multi use games area);
- Trim Trails – suitable for the use of all, including the older generation;
- Basketball hoops.

NOTE: The Committee agreed that submitting a bid for Tesco funding should be considered when looking to provide any equipment.

RESOLVED: The Committee would like the Clerk to write to the Cullompton Community College pupil to:

- say thank you for the communication about providing outdoor play equipment for 'older kids';
- mention that the Council feels it is useful for young people to get involved and to 'voice' their opinions;
- suggest that if they have any other ideas for youth provision, perhaps a consideration of joining the Youth Council would be an option

Proposed: Cllr. Emmett **Seconded:** Cllr. Johns

9.ii. Culm Lea Quotation: To approve quotation to paint the existing play equipment and to replace the rock hold board & grips on the multi-play unit in Culm Lea Play Area.

RESOLVED: The Committee accepts the quotation from Outdoor Play Devon Ltd. in the sum of £ 725.00 (+ VAT) for the re-painting of the existing play equipment (double swings & slide) and to replace the rock hold board and grips on the multi play unit.

Proposed: Cllr. Johns **Seconded:** Cllr. Andrews

9.iii. Basketball: To consider a request for the provision of a basketball net/board and agree on suitable location.

RESOLVED: The Committee would like the Clerk to research suitable locations and options for the provision of a basketball net/board and additional equipment to facilitate youth provision and to report findings to the Committee.

Proposed: Cllr. Andrews **Seconded:** Cllr. Johns

10. TREE AND HEDGE WORK: TIVERTON ROAD ALLOTMENTS/UPCOTT RECREATION FIELD: To receive an update on the tree and hedge works.

The Clerk reported that the works had not been completed at the front of the Tiverton Road Allotments (Tiverton Road side) due to a parked car impeding work by the contractors and that in order for the remaining works (of bringing the tree (height) levels down to the height of the hedge) to go ahead, the contractor was now having to obtain a second Highways order.

11. CORRESPONDENCE: Any correspondence received after the date of this Agenda. Cllr. Woollatt's Leat Report – please refer to above Minutes – Point 7.ii.

RESOLVED: that due to the commercial 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. Emmett **Seconded:** Cllr. Andrews

12. LEAT GRASS CUTTING: To receive grass cutting tender submission and to agree a preferred contractor.

After an in-depth discussion and consideration of all quotations received, the Committee:

RESOLVED: To accept the play area grass cutting quotation from Halcyon Landscapes in the sum of £1,635.00

Proposed: Cllr. Emmett **Seconded:** Cllr. Andrews

13. DATE AND TIME OF NEXT MEETING: Agreed as **Tuesday 9th April 2019 at 7:00pm** at the Hayridge Centre.

With no further business the Chair thanked attendees and closed the meeting at 8:35pm

It is certified that these Minutes are a true and accurate reflection of the meeting:

Signed

Name.....

Date..... /...../.....