



Town Clerk: Miss Joy Norris MSc ACG

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Notice is hereby given that a meeting of the **Town Centre & Economic Development Committee** will take place on **Monday, 28<sup>th</sup> March 2022** starting at **19:00 hrs** in the Town Hall, 1 High Street, Cullompton, EX15 1AB

The Agenda for the meeting is attached. Copies of the reports will be available on the Town Council website or hard copies can be made available if you contact the Town Council Office (contact details are at the top of this notice)

Members of the public are invited to ask questions or raise issues relevant to the work of the Committee as part of the item on the agenda called Public Participation; anyone wishing to raise an item during public participation must either be present in the Town Hall for the meeting or email their question to [enquiries@cullomptontowncouncil.gov.uk](mailto:enquiries@cullomptontowncouncil.gov.uk) it would be helpful if this could be at least 2 working days before the meeting if possible.

If you wish to attend and speak at a meeting it would be helpful if you email or phone with details of your first and last names and a brief outline of what you wish to say. This will ensure that your name is on the list to speak and will help us ensure that you are not missed. Notification in this way will help the meeting run as smoothly as possible.

The overall time available for the Public Participation agenda item is restricted to 15 minutes unless the Chair decides otherwise. Individual speakers are restricted to 3 minutes and are asked not to repeat points that have been made previously.

The Town Council is investigating live streaming meetings and relevant links will be available on the Town Council website, however due to technical limitations the Town Council cannot guarantee the availability or quality of this means of attending a meeting.

A handwritten signature in black ink that reads "Joy Norris". The signature is written in a cursive style with a long horizontal stroke at the end.

Joy Norris

Town Clerk

Date: 22<sup>nd</sup> March 2022

# AGENDA

## Town Centre And Economic Development Committee 28 March 2022

### Committee Membership:

Councillors Andrews, Buczkowski, Connolly, Haslett and Johns.

Weekly Market Rep – Vacant

Farmers Market Rep – S Jones

Culm Valley In Business Rep - M Spiers

**PUBLIC PARTICIPATION:** 15 minutes is set aside as a specific agenda item to enable members of the public to bring issues relevant to the Committee to the attention of Councillors. Up to 3 minutes is allowed for each person. Members of the public will only be permitted to speak during the Public Participation agenda item.

### 1. Election of Chair

To consider the election of a Committee Chair (following the resignation of Cllr Emmett from the Town Council).

### 2. Chair's Announcements

The Chair may make announcements relevant to the work of the Committee.

Note: announcements are for information only and not for debate, discussion or questioning

### 3. Apologies For Absence

To receive apologies for absence from Councillors unable to attend the meeting.

### 4. Declarations Of Interests

To receive any Declarations of Interest from Councillors and Officers in respect of matters to be considered at this meeting, together with an appropriate statement regarding the nature of the interest.

Councillors and Officers are reminded of the requirement to declare any interest, including the type of interest, and reason for that interest, either at this stage of the meeting or as soon as they become aware of that interest.

### 5. Public Participation

To allow members of the public present at the meeting to raise matters which are relevant to the work of the Committee; up to 3 minutes will be allowed for each person.

### 6. Minutes

To confirm the Minutes of the meeting held on 31<sup>st</sup> January 2022 as a correct record (Supporting Paper A)

### 7. Action List

To receive and review the Action List relating to the Town Centre and Economic Development Committee. (Supporting Paper B)

**8. Market Updates**

- (i) to receive an oral report on any matters that the stallholders wish to bring to the attention of the Committee.
- (ii) to receive an oral report from the Farmers' Market representative including an update on recent markets and any matters that the stallholders wish to bring to the attention of the Committee.

**9. CVIB Update**

To receive an oral report from the Culm Valley in Business representative including an update on recent events and any matters that the organisation wishes to bring to the attention of the Committee.

**10. Station Road Toilets**

To receive a presentation and update regarding the new public toilet.

**11. Financial Matters**

To receive and review information about the Town Centre and Economic Development Committee income, expenditure and commitments, compared to the 2021/22 budget estimates. (Supporting Paper C)

**12. Market Fees**

To consider fees to be charged for market stalls and make a recommendation to Council (Supporting Paper D)

**13. Outdoor and Maintenance Team Supervisor's Monthly Report**

To consider reports from the Outdoor and Maintenance Team Supervisor about recent and planned work (Supporting Paper E).

**14. Welcome Back Fund**

To receive an update on projects and ratify any decisions made by the Town Clerk under delegated authority. (Supporting Paper F)

**15. St Andrews Car Park – Parking Permits**

To consider ways of publicising the availability of parking permits (Supporting Paper G)

**16. Parking In Queen's Square**

The Town Council has been asked by Devon County Council to comment upon parking in Queen's Square. (Supporting Paper H)

**17. Complaints Log**

To consider complaints that have been received regarding matters that fall within the Committee's remit (Supporting Paper I)

**18. Station Road Toilets – Cleaning Regime**

To review the cleaning regime of the Station Road toilet. (Supporting Paper J)

**19. Members Questions**

This agenda item is to give Councillors an opportunity to ask questions which are relevant to the work of the Committee.

Note: questions are to be for the purpose of obtaining information and not for debate nor discussion.

*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 during the Public Participation session listed on the Agenda*