



Town Clerk: Miss Joy Norris MSc ACG

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Minutes of a meeting of the Town Council held on Thursday 24 February 2022 commencing at 19:00 hrs

Present

Chair: Councillor K Haslett

Councillors: J Buczkowski, M Dale, G Guest, J Johns and M Smith

In attendance

Note: Councillors attending by remote access are not able to participate nor vote in the meeting

Town Councillors: C Snow by remote attendance

County & District: Councillors: J Berry

Officers: J Norris (Town Clerk)

4 members of the public attended the meeting in the Town Hall and 2 members of the public by remote attendance.

484. Mayor's Announcements

The Mayor opened the meeting with a roll call of Councillors present in the Town Hall and then made the following announcements

- **Community Speedwatch**
PC Legg is looking for volunteers and support from the Town Council for a community speedwatch scheme, anyone interested should let the Town Council office know.
- **St Andrews car park** will be closed on Sunday 27 February to enable the hedge to be cut.
- **Cemetery Pathways**
In the opinion of the Outdoor Team Supervisor and the Deputy Town Clerk the surface that was started today will not achieve the improvement that the Council intended. There will be a site visit at 09:00hrs tomorrow morning, which all Councillors are welcome to attend, to see the reported issue. In the absence of the Chair of the Cemetery and Town Hall Committee the Vice-Chair has been informed.
- **Cllr Andrews** has been nominated to become an Alderman of Mid Devon District Council

- An invitation has been received to attend the Civic Service at Hemyock on 3 April at 15:00; if anyone would like to attend with the Mayor or on her behalf please let her know.

485. Apologies for Absence

Apologies for absence were received from Councillors Andrews, Connolly, Dietrich, Knight and Snow.

486. Declarations of Interests

No declarations of interest were made regarding any items on the Agenda at this stage of the meeting.

Cllr Smith subsequently declared a personal interest in Agenda Item 13, Town Hall Hire as he sits on the management committees of 2 bodies which hire out facilities

487. Public Participation

This agenda item allows members of the public present at the meeting to raise matters which are relevant to Cullompton.

Speaker 1

The Speaker read out a statement, dated 8 February 2022 that he had sent to all Town Councillors regarding his planning application 21/02137 /M Ful. A copy of the statement is attached to the Minutes as Appendix 1

The Mayor responded that the agendas for meetings are set by the Committee Chair and the Meeting Administrator and if an item is not on the agenda it cannot be discussed. The matters raised in the statement will be on the agenda for a future meeting where planning applications are discussed.

The Mayor also stated that the Town Council is a consultee regarding planning matters and provides an opinion to the planning authority, in this instance Mid Devon District Council, who is the decision maker.

Speaker 2

1. The Speaker asked if the Town Council was having problems with the email system as he had sent an email to the Mayor but not received a response.
The Mayor responded that she will check her emails and get back to him
2. Are the Town Council happy with the other services provided by other organisations in the town?

Speaker 3

The Speaker wished to raise matters regarding Item K on the Agenda for this evening's meeting. The Speaker had raised issues at the Resources Committee 2 weeks ago where the Town Clerk took the minutes. Item K reports on the Resources meeting and was written by the Deputy Town Clerk and refers to matters of correspondence between the Speaker and the Town Council.

Contrary to report the Speaker said he had provided, through solicitors, considerable evidence of snooping of emails and can prove conclusively that evidence has been provided.

The ICO has been in touch with the Council about this matter.

Is there a minuted proposal for the £5,000 budget the Town Council is being asked to agree?

The Resources Chair confirmed that the request was for £5,000 to enable an investigation if an investigation is required.

488. Minutes

Consideration was given to the draft Minutes of the meeting held on 27th January 2022. (Supporting Paper A to the Agenda)

RESOLVED that the draft Minutes of the meeting held on 27th January 2022 be confirmed as a correct record

489. Action List

The Action List relating to the Town Council was received and reviewed. (Supporting Paper B to the Agenda)

490. Payments for Approval

The accounts due for payment were examined. (Supporting Paper C to the Agenda)

RESOLVED that the invoices due for payment as presented totalling £1,608.84 gross and the direct debits and standing authorisation items totalling £332.71 be approved.

491. Public Participation

County and District Cllr Berry circulated an update report and highlighted key issues including the proposed 3 weekly waste collection cycle

RESOLVED that Mid Devon District Council are requested to send a representative to a future relevant meeting to discuss the impact of the proposed 3 weekly waste collection cycle on households, the environment and the street scene in Cullompton

492. Anti-Social Behaviour and Policing

(i) Consideration was given having a named Councillor (and a reserve) to participate in the [Police] Councillor Advocacy Scheme
Cllr Wilce (MDDC Councillor for Cullompton North)) has said he is a Councillor advocate and willing to take forward any relevant matters.

There were no Town Councillor volunteers to participate in the Councillor Advocacy scheme but it will be included on the list of representatives on Outside Bodies at the Annual Town Council meeting

(ii) To consider information about anti-social behaviour and crime in Cullompton reported to Town Councillors and agree any related actions

(NB: For further information, can be found in the Town Centre & Economic Development Committee meeting 31/01/2022 Supporting Paper F to the Agenda)

The Mayor reported that she has spoken to the Neighbourhood Beat Officer who is aware of local issues regarding speeding and working with colleagues to reduce the number of incidents.

493. Parish Review

Consideration was given to the Consultation Working Group's recommendations regarding the Mid-Devon District Council Parish Review (Supporting Paper D to the Agenda)

RESOLVED that the response to the first stage of the Parish Review should be:

- (i) The Cullompton Parish Boundary should be re-drawn to include the entirety of the Cullompton Garden Village within the parish of Cullompton.
- (ii) In the short-term, the entirety of the Cullompton Garden Village should be in the Cullompton Outer Ward
- (iii) In the long-term, the Cullompton Garden Village should be a separate ward and the number of Cullompton Town Councillors increased in proportion to the number of residents.
- (iv) The Willand /Halberton / Cullompton boundary could be tidier so that the road is the boundary and doesn't leave and then re-join the same parish within a short distance.

494. Planning and Licensing Committee / Working Group

Consideration was given to a proposal from Councillor Buczkowski to set up a Planning and Licensing Working Group and to dissolve the Planning and Licensing Committee. (Supporting Paper E to the Agenda)

RESOLVED

- (i) That a Planning and Licencing Working Group is set up, with the terms of reference as set out in Appendix 2 to these Minutes
- (ii) That the Planning and Licencing Committee is dissolved
- (iii) That the Town Clerk is given delegated authority:
 - To convene meetings of the Working Group (date time and place including meetings with remote attendance) provided that there is at least 1 meeting per month
 - To respond to planning and licensing applications where the Working Group guidance is that there are no objections to the application
- (iv) That the Town Council assumes responsibility for planning and licensing matters except as given in (iii) above.

495. Planning and Licensing Committee Meeting Days / Times

Following the decision to dissolve the Planning and Licensing Committee and to give the Town Clerk delegated authority to convene the Planning and Licensing Working Group this agenda item did not require consideration.

496. Draft Calendar of Meetings

Consideration was given to the draft schedule of Town Council and Committee Meetings for May 2022 until June 2023 (Supporting Paper G to the Agenda)

Guidance was given to the Town Clerk on changes to the draft calendar to be made before further consideration.

497. Town Hall

Consideration was given to:

- (i) whether or not the COVID-19 mitigations for meetings in the Town Hall should be continued or if they can be eased (Supporting Paper H to the Agenda)
- (ii) whether or not the Town Hall should remain closed for hire or agree a re-open date

- Note:**
- (i) 20:36hrs Cllr Guest left the meeting
 - (ii) 20:38hrs Cllr Smith declared a personal interest in this Agenda item as he sits on the management committees of 2 bodies which hire out facilities

RESOLVED

- (i) That wearing of face coverings whilst attending meetings / events in the Town Hall would be a matter of personal choice with immediate effect
- (ii) That the Perspex screens dividing Councillors seating / table area remain in situ and is re-assessed in 2 months
- (iii) That the Town Hall is not hired out until the matter of the side egress over privately owned land is resolved

498. Recommendations from the ICT Working Group

Consideration was given to recommendations from the ICT working group with regard to the purchase of equipment for the Town Hall to improve the live streaming of meetings (Supporting Paper I to the Agenda)

RESOLVED that a ceiling mounted conference camera, desktop PC and monitor are purchased with a maximum budget of £1,500 excl VAT is authorised with the Town Clerk delegated authority to achieve value for money for the purchases

499 Wild Flower Areas

Consideration was given having some verges as wild flower areas. (Supporting Paper J to the Agenda)

This agenda item was referred to the Town Centre and Economic Development Committee to get information on potential locations, prices, methods and timing.

500. Complaint Budget– Recommendation from the Resources Committee

Consideration was given to the recommendation from the Resources Committee to allocate a £5,000.00 budget to address a complex complaint received in relation to the holding and handling of electronic information. (Supporting Paper K to the Agenda)

RESOLVED to allocate a budget of £5,000 for complaint investigation that can be used, should it be needed.

501 Members Questions

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

- The alternating 1 way system on Fore street during the past week has been good and has demonstrated that this would work as a permanent arrangement. Could the Town Centre & Economic Development Committee consider requesting that this is trialled for a 6 month period?
- The air quality has deteriorated at The Lower Bullring end of town

502. Exclusion of the Press and Public

RESOLVED that in accordance with the 1960 Public Bodies (Admission to Meetings) Act to exclude the public and press during consideration of:

- Agenda Item 19, Invoice for Christmas Lights, on the grounds that publicity would be prejudicial to the public interest by reason of its confidential nature (financial information, items potentially subject to legal advice and negotiation).

The reports relating to this item has been withheld from public circulation and deposit.

503 21::00 RESOLVED to extend the meeting for 10 minutes

504. Invoice for Christmas Lights

Consideration was given to the invoice for the Christmas Lights. (Supporting Paper L confidential for Councillors only).

RESOLVED that the contractor is invited to submit an itemised invoice for the work they have actually completed and state that the Town Council will consider the revised invoice as soon as practicable.

The meeting closed at 21:12hrs

AGREED

Town Council Minutes 24.2.22
Appendix 1

Statement

I am concerned regarding your objection to my Planning Application 21/02137/MFUL on the 10th November 21.

My Planning Consultant wrote to you on the 15th November 21 (Copy enclosed) To explain that you had not taken into account all of the information within our submission.

I feel this is totally unfair that you have not amended your objection given the facts of the development in question.

I have visited Cullompton Town Hall on three separate occasions to enquire when this will be looked at.

On my last visit which was yesterday 7th February I was amazed and very disappointed to be told " Not a thing can be done as it was not on the Agenda" Your Assistant Clerk has had this information for over 12 weeks.

My question to you is "Why has this not been on the agenda in the previous three months" When it has been the fault of yourselves that my application suffers due to you not digesting the correct information.

We can do no more than invite you all to the two public Consultations which were held locally with plenty of onsite Parking and at times that we thought convenient to your day.

On both occasions not one person from the Parish Council turned up and not even a decline or acceptance of the Invite.

To put my case plainly Planning has already been granted on this site for 21 dwellings but after a Site Meeting by Eileen Patterson Development Manager of Mid Devon District Council she suggested that she would prefer a more comprehensive layout as the one in place in her words "was a bit bitty"

We followed her advice and the New Plans the ones in question were drawn up to a better design layout, being less intrusive to near neighbours and increases, affordable from 5 to 9, seven of which are bungalow

All 21 dwellings will be built to passive standards, together with Garages, Electric Car Chargers and Solar panels etc.

If granted we will then surrender all previous permissions on a S106 agreement,

You are the only Consultee not to have amended their Initial objection.

As a resident of Westcott Cullompton for over thirty years and hopefully for a good few more years to come, I feel very aggrieved that you having got your facts wrong you are now lax to put matters right in a timely manner, especially when this application goes before MDDC on the 2nd March 2022.

Many Thanks,



**Planning and Licensing Working Group
Terms of Reference
(agreed by Town Council on 24 February 2022)**

Overall Purpose / Scope: To consider and draft responses to all planning and licensing applications where the Council is consulted

Reports to: Full Council

Membership: All Town Councillors

Chair: to be appointed by Full Council

Open to the Press and Public: Yes unless a resolution is made to exclude the press and public for a specific item / specific reason; members of the public may speak at the discretion of the meeting chair

Responsibilities / Outputs:

- The purpose of the working group is to draft responses to all planning and licensing applications where the Council is consulted having due regard for:
 - The National Planning Policy Framework.
 - The Planning Authority's Local Plan.
 - The Conservation Area Management Plan.
 - The Greater Exeter Strategic Plan
 - The Neighbourhood Plan
 - The view of parishioners as appropriate.
 - All other information and advice that may be available.
- Draft responses are recommended to Full Council for approval.

Delegated Powers / Decision Making: None

Meeting Frequency: a minimum of every month, at a date and time decided by the Town Clerk; meetings may be held remotely, at the discretion of the Town Clerk