COMMUNITY WELLBEING COMMITTEE
Minutes of a Committee meeting held on
Thursday 21st October 2021 at 19.00hrs in the Town Hall, 1 High Street, Cullompton, EX15 1AB

Present
Chair: Councillor Janet Johns
Committee Members: Martin Beckwith, James Buczkowski

In attendance
Note: Councillors attending by remote access are not able to participate nor vote in the meeting but may raise questions during the agenda item for Members’ Questions

Officers: Maria Weston (Deputy Town Clerk)

Mr. Nick Savage, Volunteer Footpath Warden (VPPC) (via Zoom)
1 no. member of the press was present (part only of the meeting) and 1 no. member of the public.

Chair’s Announcements

CW 183. The Chair did a roll call of those present in the Town Hall.
Tufty Play Area - Tractor: We now have a timeline of what has been happening with regard to the tractor. The supplier of the tractor has been contacted a number of times to chase the required replacement part for the steering wheel.

CW 184. Apologies for Absence
Apologies were received from Councillors Eileen Andrews, Matthew Dale, Gordon Guest & Kate Haslett.
(Apologies were also received from Councillors Anthony Connolly & Michelle Rowe)

CW 185. Declarations of Interests
Councillor Buczkowski declared a personal interest in agenda item no. 14 (Tree Provision, Tiverton Road) as lives in proximity to the area.

Public Participation

CW 186. This agenda item allows members of the public present at the meeting to raise matters which are relevant to the work of the Committee.

No matters were raised.

Note: At this point of the meeting it was noted that the internet connection was intermittently dropping.
Minutes

Consideration was given to the draft Minutes of the meeting held on 16th September 2021. (Supporting Paper A to the Agenda)

RESOLVED to confirm the draft minutes of the meeting held on 16th September 2021 as a correct record.

Action List

The Action List as applies to the Community Wellbeing Committee was received and reviewed (Supporting Paper B to the Agenda)

- No. 13 - Ex-chimney stack: An update as to the position with the ex-chimney stack on FP1 (Leat path) will be chased (MDDC)
- No. 2 – Leat Bank: A specification has been written in conjunction with the VPPC and this will be progressed once the DCC Footpath Warden has undertaken a site assessment.
- No. 25 - Tree Planting: It was noted that the Devon Tree Trust would be supplying free trees for the current ‘Tree planting drive’ and it was suggested this be a community engagement venture and not solely left to the Town Council. Local groups could also look to tree maintenance. Note: It was agreed that ‘tree planting’ should be added as a future agenda item for consideration by the Committee.
- No. 19 – Signage; Near to Padbrook Roundabout: A clear resolution had been made for information relating to this signage to be circulated to members. A further request was made for this information. Administrator to arrange for this to be circulated to members.
- No. 17 – Top Field Allotment Site; Wildlife Cameras: Confirmation was requested as to the position with the provision of the cameras. Administrator to confirm.

Financial Monitoring

Information about the Community Wellbeing Committee income, expenditure and commitments, compared to the 2020/21 budget estimates was received and reviewed; this included:

(i) Financial Summary & Graphs (Supporting Paper C to the Agenda)
(ii) Committee Income & Expenditure - Month 5, August 2021 (Supporting Paper D to the Agenda)
(iii) Committee Income & Expenditure - Month 6, September 2021 (Supporting Paper E to the Agenda)
(iv) Nominal Ledger Year-to-date breakdown of Committee Expenses & Income (Supporting Paper F to the Agenda)
(v) Committee Earmarked Reserves (Supporting Paper G to the Agenda)

RESOLVED to note the financial reports.

Public Rights of Way (PROW)

Supporting Papers to the agenda H(I) – PROW report, H (II)- Proposed Improvements to Footpaths Report and H (iii) List of Footpaths Report, were noted and an (oral) report was received from Cullompton’s Volunteer Parish Paths Co-ordinator (VPPC)

The (oral) report included:
- Footpath Accessibility: An update, following the resolution made by Full Council 22nd July 2021: That a meeting is arranged with Councillor Guest, the Volunteer Footpath Warden
and the Devon County Council Rights of Way Officer to collect evidence regarding accessible footpaths which can be used as the basis for a formal letter to DCC) – A meeting had taken place with the VPPC, Cllr. Guest and Deputy Town Clerk (DTC). Cullompton’s paths had been prioritised; taking into account their locations, any stiles and how well they are used etc. A draft letter to be sent to DCC has been sent to the Chair and DTC.

- Leat Repairs: VPPA had met with Devon County Council’s Footpath Warden and details of a suitable contractor to undertake the work will be supplied. Details are awaited and will be chased.
- Leat Incident: Brief update given on a recent incident whereby a member of the public (mobility scooter user) had falling into the Leat (Footpath no. 1; the third known incident of this nature). The individual had to be given assistance and was physically lifted from the watercourse. Discussion ensued regarding potential means of addressing this issue including the question of signage being erected to warn of the narrow pathway. It was noted that DCC’s past recommendation had been that signage should not be added to the path as this would makes things worse as this implies that places with no signage are safe. Most PROW are not suitable for wheelchairs/mobility scooters etc. We need to follow up all actual incidences that occur so that we can then have conversations with DCC. The better we understand what happened the easier it will be to agree the way forward.
- A communication from Cllr. Guest was read out which highlighted his view that FP1 is not conducive to the use of wheelchairs or mobility scooters
- Headweir Road Play Area; Planting Scheme: The question was asked as to whether the proposed planting scheme had been costed. The Administrator advised that she believed this had been done but did not have any details.

NOTE: It was agreed that a site visit to the Leat path (FP1) be arranged with attendees to include: VPPC, DTC, Community Wellbeing Committee, Supermarket (Tesco) and DCC’s Footpath Warden.

The Chair extended grateful thanks to the VPPC for the report supplied.

Outdoor Team Report

Consideration was given to a report from the Outdoor Team about recent and planned work which was reviewed (Supporting Paper I to the agenda) and the following points raised:

1. Tufty Park – Tractor; damage (steering wheel): Please refer to appendix A (questions asked about the tractor and the responses given)

Discussion ensued including:

- Damage had been identified but it seems this has taken quite some time to be addressed. The supplier has been ‘blamed’ however there is a real concern about how the Town Council is assessing risks in the areas under its control; the whole risk management process.
- One of the questions that had been asked was if a risk assessment had been carried out on the tractor once the damage had originally been identified. The answer was no.
- Further, it was understood a risk assessment had not even been carried out on the Heras fencing that had been installed around the tractor and it was felt this posed a health & safety risk in itself. The fencing had been installed as a direct result of Councillor ‘intervention’.
- The need to understand if the damage was caused due to wilful damage or if this was as a result of a faulty product (part) was noted - NB: This may impact on any associated insurance claim.
2. **Tufty Park Hedge**: It was advised that further litter clearance from and cutting of the Tufty Park hedge had been undertaken recently by the Outdoor Team. It was noted that additional cutting and litter clearance of the hedge is still required.

3. **Upcott Field Entrance**: The work by the Outdoor Team to clear the Upcott Field steps (vegetation) was appreciated by the Committee; it was felt this area looks very nice.

**RESOLVED**: That following consideration of the Tufty Park Play Area tractor issue (damage to the steering wheel) and associated mitigation (Heras fencing) that:

i) a review of the appropriateness of the fencing by a competent party should be undertaken;

ii) should it be deemed that the Heras fencing is appropriate; The Heras fencing should be checked to ensure that it is properly installed and is safe. The fencing should then be checked on a weekly basis (when the play area inspection is done) and the checks documented;

iii) efforts should be made to expedite the repair of the steering wheel; establish if the play area supplier has the required part to allow the necessary repair and to determine if the Outdoor Team Supervisor considers that the steering wheel’s stem/tube/pole should be cut at an appropriate level to negate any potential health & safety issue.

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**CW 192. Comments & Complaints**

An overview of the Committee’s Comments & Complaints Log was reviewed and noted (Supporting Paper J to the agenda) with the following comments:

**No. 93 - Pigeons**: It was noted that a member of the public had recently visited the Town Hall and had advised of their report to MDDC that a large flock of pigeons were roosting down behind Fore Street and this was resulting in a large quantity of droppings in this area. Further, that a price had been obtained by this individual for a specialist company to humanely trap the pigeons but the individual did not feel they should burden the cost of this themselves. The administrator informed members that the advice given was that other landlords/residents in the location should be contacted about the issue and as this is a possible health & safety risk due to the excrement, that perhaps the Environment Agency should be made aware.

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**CW 193. Youth Services**

Consideration was given to Cullompton’s Youth Services Provision and Management:

- Youth Services Update Report (Supporting Paper K to the agenda)
- YMCA’s Quarterly Report (July 2021-Sept 2021) (Supporting Paper L to the agenda);
- Youth Strategy (Supporting Paper M to the agenda)
- Service Level Agreement with the YMCA (Supporting Paper N to the agenda)

It was noted that:

i) the YMCA quarterly report looks good; with the number of attendees at the youth sessions improving and the format of the report (albeit perhaps too colourful)

ii) serious consideration needs to be given to the Town Council’s Youth Strategy which in its current form is quite large; too aspirational and not achievable. A Town Council
*resolution had been made (see following) with regard to expanding the remit of the Youth Services Working Group.

*Town Council Resolution 24th October 2019:

RESOLVED: That the Youth Services Working Group continues its good work but expands its remit to look at how it can be ensured that the needs of all those under the age of 25, living in the parish or using the services available in the parish, are given equal consideration

RESOLUTION/RECOMMENDATION: To The Youth Services Working Group –

That following consideration by the Community Wellbeing Committee of Cullompton’s Youth Services Provision that:
A recommendation be made to the Youth Services Working Group to ask that it revisits the Town Council’s Youth Strategy with a view to making this into a more achievable and realistic vision.

Note: It was requested that the Youth Services Working Group is asked for its proposals in terms of how the Town Council can fulfil its resolution (to facilitate formal direction) * to include:

- is the Town Council’s Youth Strategy realistic? Should this be refined and reduced in size? What can we realistically achieve?
- Should the Town Council have a role of co-ordination and support of other sectors?

CW 194. Japanese Knotweed

Consideration was given to a report which detailed an update relating to the Town Council’s serious concern about the presence of Japanese Knotweed (and potentially Giant Hogweed) in Cullompton at Crow Green/Bridge and the potential detrimental impact this may have.
(Supporting Papers to the agenda: O – Introductory report with comments received and O1 – Supplementary Information received)

Discussion ensued and it was agreed that the Town Council had made appropriate representations to both the Environment Agency and Mid-Devon District Council. It was further suggested that the Town Council’s Outdoor Team:

i) monitors the Japanese and Giant Hogweed situation at Crow Green/Bridge;  
ii) periodically assesses/monitors the Leat (Mill Stream) watercourse flowing in the vicinity of Crow Green/Bridge.

CW 195. Allotment Fees

Consideration was given to the allotment fees for both the Haymans Close and Top Field sites for the 2023-24 period (Supporting Paper P to the agenda) and it was:

Note: 1 year’s notice to tenants is required for any change to the fees.

RESOLVED: That the allotment fees for both the Haymans Close and Top Field sites for 2023-24 should remain as is currently set for 2022-23

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<thead>
<tr>
<th>Site</th>
<th>Full Plot</th>
<th>Half Plot</th>
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<tr>
<td>Top Field</td>
<td>£45.00</td>
<td>£25.00</td>
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<tr>
<td>Haymans Close</td>
<td>£35.00</td>
<td>£20.00</td>
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</table>
Consideration was given to a request from a member of the public to allow them to plant trees on a verge in Tiverton Road (Supporting Paper Q to the agenda) and it was:

**RESOLVED:** That following consideration by the Community Wellbeing Committee of a request from a member of the public to allow them to plant trees on a verge in Tiverton Road:

i) That written approval is given to the member of the public to advise that the Town Council is happy for them to plant 5 no. trees on the grass verge in Tiverton Road as follows:
   1. Field Maple;
   2. Silver Birch;
   3. Wild Cherry;
   4. Rowan
   5. Hazel

ii) – With the understanding that the Town Council appreciates the offer of the individual carrying out initial maintenance on the trees which should be carried out for a period of 3 no. years’ after which time the Town Council would assume responsibility for the tree’s maintenance;

iii) Whilst the Town Council is grateful for the offer of the sycamore saplings being planted, due to concerns with the size these trees could grow to, would suggest that the individual may wish to contact the Cullompton Community (Fields) Association (CCA) about these.

**Note:**

i) Councillor Buczkowski declared a personal interest as is a Trustee of the CCA.

ii) It was felt by members that the individual concerned should be commended for their efforts with regard to tree planting. This will be relayed by the Meeting Administrator to the party concerned.

**Mid Devon District Council Playing Pitch Strategy**

Consideration was given to the MDDC Playing Pitch Strategy with a view to making an associated recommendation to Council regarding any comments that the Town Council may wish to make (Link to the Strategy: [https://www.middevon.gov.uk/your-council/consultation-involvement/current-consultations/](https://www.middevon.gov.uk/your-council/consultation-involvement/current-consultations/) or contact the town Council office if a paper copy is required)

No comments on the MDDC Playing Pitch Strategy were made by the Committee (This should be referred to the (Full) Town Council for its consideration.

**To consider Members Questions**

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

(Cllr. Buczkowski – following Cllr. Snow’s previous comments – CW )

Administrators Note: Cllr. Snow had left the meeting at 8:10pm.

- **Tufty Park Play Area – Hedge:** Comments to be relayed to the Outdoor Team Supervisor for noting (not necessarily for actioning).

The Meeting closed at 8:47pm
Re: Tufty Park Tractor

Questions:

1. When was the fault identified and logged, where was it logged and by who.
2. Was a risk assessment undertaken once the damage was identified and the ride was no longer to the manufactures specification, and if so, I require a copy of this risk assessment. I also require a copy of the original risk assessment for comparison purposes.
3. Who took the decision that the ride / play park should remain open after the damage was identified and was this decision formally noted.
4. When was this reported to the responsible committee (if).
5. Why, once Councillors started raising concerns, did it take so long to respond.
6. The manufactures advice on whether or not ride should stay open.
7. Copies of all emails with the supplier relating to this matter.
Tufty Tractor Timeline

General comments in black, phone calls in red, emails in green.

3rd August (but it might have been 2nd) the Outdoor Team picked up the steering wheel and brought it back to the crew room

4th August a member of the public informed the supervisor by text with a photo that it was broken – replied within 4 mins to say we had picked it up

4th August Deputy supplied supervisor with the manufacturers phone number and details of the tractor

10th August the Supervisor telephoned the manufacture to ask for email address and make contact

10th August supervisor emailed manufacture with photos of the steering wheel and column as requested by them

11th August the Supervisor telephoned the manufacturer to chase them

13th August – Town Clerk shown the tractor

16th August the Supervisor telephoned the manufacturer to chase them

18th August the Supervisor telephoned the manufacturer to chase them - manufacturer said they said they had not received the photos

18th August Supervisor emails the photos to a different person within the manufacturers organisation

19th August Supervisor emails again to ask if the manufacturer had received the photos

20th August email from manufacturer – no photos have arrived

23rd August Supervisor places photos within a word document and sends them to the manufacturer

23rd August Manufacturer says it has received them and will discuss how to repair the steering wheel

27th August padding added to the steering wheel post, at Town Clerk’s request

27th August supervisor contacts manufacture to request an update

9th September Supervisor contacts manufactures, who state they do not know how to repair it and suggest alternative – Supervisor say they will need to submit them for committee to decided.

20th September padding removed by unknown people

22nd September Supervisor telephone manufacture requesting an update

27th September Councillor e-mailed Town Clerk

28th September Councillor expressed concerns regarding the tractor

29th September Town Clerk e-mailed all Councillor’s to advise of the position with the tractor repair etc.

29th September manufacturer email requesting that the wheel is posted to them and additional photographs with dimensions are sent – Sent by courier to manufacturer
29th September Heras panels arranged at Councillor’s request

30th September Heras panels delivered and installed

11th – 18th October supervisor on Leave

18th October Supervisor emails to ask for update and check if manufacturer has received the information they need (no reply received)

20th October the Supervisor telephoned the manufacturer to chase them.

The manufacturer now says that they are looking for a "robust" solution and they have requested the Outdoor Team Supervisor rings them next week to ask for an update.

Monthly Reports

24th July – 27th August report – Tractor wheel has come off and suppliers have been contacted about a repair – photos were included in the report

28th August – 26th September report – The manufacturer of the tractor are considering alternative repair solutions

Play Area Checks

Visual inspections are carried out each week by the Outdoor Team.

The Outdoor Team supervisor has said that she did not feel any additional risks were posed by the steering wheel – the team checked for sharp edges and there were none.
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<tbody>
<tr>
<td>1</td>
<td>18/03/21</td>
<td>CHIMNEY STACK</td>
<td>Contact Building Control. RESOLVED: Communicate with DCC Footpath Warden to establish his thoughts on the issue with the ex-chimney stack and to potentially install a fence around the structure.</td>
<td>TBC</td>
<td>DTC</td>
<td>DTC is liaising with the MDCC surveyor and Building Control Manager directly. Investigation will be carried out to determine if there is anything that the District Council can do. 11/11/21 Calls made to both NMD Building Surveyor + Building Control Manager – No response; message left</td>
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<td>2</td>
<td>02/07/20</td>
<td>LEAT BANK EROSION WHERE AFFECTING FOOTPATH</td>
<td>Clerk to write a specification for work to address the Leat bank erosion where this is/will be affecting the footpath</td>
<td>NIL FOR SPEC</td>
<td>DTC</td>
<td>Specification has been written. EA has confirmed a permit will be required. Volunteer Footpath Warden to arrange for DCC Warden to assess site. Work to be undertaken to establish landowners. Volunteer Footpath Warden to update.</td>
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<td>3</td>
<td>21/01/21</td>
<td>LEAT FOOTPATH WORK</td>
<td>i) overgrown vegetation (hedges) both on the Leat path (Footpath no. 1, close to Station Road) and on the pathway running behind the Bell public house (running down to Crow Green); ii) extend the wooden fencing on the Leat path at Higher Mill to address this potential health and safety issue where there is a high drop into the water from the public footpath.</td>
<td>TBC &gt; Budget available</td>
<td>VFW &amp; DTC</td>
<td>Volunteer Footpath Warden has been co-ordinating this work and will update.</td>
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<td>4</td>
<td>29/4/21</td>
<td>LEAT INCIDENT- H&amp;S</td>
<td>1. letter is sent to Devon County Council to request, as a matter of urgency, improvements to the surface and if possible, widening of the public footpath for safety and that; 2.some form of safety rail/barrier is erected, particularly where the incident had happened i.e. where the slope (from Tesco car park) joins the foot path.</td>
<td>N/A</td>
<td>TC</td>
<td>Communication sent to Devon County Council – awaiting response. DCC Footpath Warden investigating &amp; liaising with Tesco. In progress. Meeting scheduled (Sept) with Parish Paths Co-ordinator to consider footpath accessibility issues with a view to submitting these to DCC’s Footpath Warden.</td>
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<td>5</td>
<td>29/4/21</td>
<td>DRAFT RESOURCE &amp; WASTE STRATEGY</td>
<td>Letter is sent to Devon County Council requesting that consideration is given to the provision of a community waste facility, similar to those located in both Tiverton and Exeter e.g. for the disposal of bulky items.</td>
<td>N/A</td>
<td>TC</td>
<td>Position to be confirmed.</td>
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<td>6</td>
<td>29/4/21</td>
<td>COMMUNITY NETWORKING</td>
<td>Options for future working practices (Supporting Paper H to the agenda). Add an agenda item for future Committee discussion/debate.</td>
<td>N/A</td>
<td>TC/DTC</td>
<td>Further work needed on the Terms of Reference for various Working Grps- will be added to Committee’s agenda asap</td>
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<td>7</td>
<td>29/4/21</td>
<td>ROAD SAFETY/ PEDESTRIANS &amp; ANIMAL WELFARE</td>
<td>That a letter is sent to the relevant parties at Devon County Council to request an on-line (video) meeting with the Town Council (representative Councillors) to discuss the issue of road safety in Cullompton; This matter should also be referred to the Highways and Traffic Orders Committee</td>
<td>N/A</td>
<td>TC</td>
<td>Communication sent to both Highways at Devon County Council and also HAYTOC– awaiting responses. Cllr. John Berry on board. Meeting arranged for 16/08/21. Update will be given at Committee meeting on 19/08/21. Notes to be typed up and circulated.</td>
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<td>8</td>
<td>20/5/21</td>
<td>REFUSE COLLECTIONS</td>
<td>Concerns raised with CT Councillors by public. Make representation that the town centre needs to be considered separately. Town Clerk to draft a letter in consultation with Committee Chair</td>
<td>TC</td>
<td></td>
<td>Current position to be confirmed</td>
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<td>9</td>
<td>20/5/21</td>
<td>CLEAN AIR STRATEGY</td>
<td>Monitoring data – where are the sensors, are they getting good representative samples? Charging points – vague and would like prioritised Strategy taking NHP into account? Limited parking – not possible for people to live in town centre and charge electric vehicles at home</td>
<td>TC</td>
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<td>Current position to be confirmed</td>
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<td>10</td>
<td>17/06/21</td>
<td>P3 WORKS EQUIPMENT</td>
<td>NOTE: It was agreed that investigation is needed into costings of required equipment (petrol stimmer &amp; PPE) and it was advised that P3 funds can be used for the purchase of these items.</td>
<td>TBC</td>
<td>DTC/ATC/V FW</td>
<td>ATC has investigated required equipment &amp; costs. Additional brush cutter ordered.</td>
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<td>11</td>
<td>17/06/21</td>
<td>HAYMANS CLOSE ALLOTMENT</td>
<td>quotations sourced for the replacement and disposal of the full boundary fence at Hayman’s Close Allotment Site.</td>
<td>TBC</td>
<td>AA</td>
<td>AA has been advised and is sourcing quotations for fencing and gate/s. Specification has been written and this will be advertised/disseminated ASAP</td>
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<td>12</td>
<td>17/06/21</td>
<td>HEAD WEIR COMPLAINT</td>
<td>Consideration was given to a report regarding a complaint about the Head Weir Road Play Area and the intended action was noted.</td>
<td>TBC</td>
<td>TC</td>
<td>IN PROGRESS. (Resources Committee)</td>
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<td>13</td>
<td>15/07/21</td>
<td>CULLOMPTON'S GARDEN TRAIL/BEST GARDEN COMPETITION</td>
<td>The Town Clerk was asked to bring this forward in October / November 2021 with a view to it being included in the Committee’s next 3 year work plan</td>
<td>DTC/TC</td>
<td></td>
<td>See agenda 18/11/2021</td>
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| 14  | 19/08/21       | CHRISTMAS LIGHTS EXTRA PROVISION | RESOLVED  
(i) to contact the owners of the Market house Inn and the site of the former King’s Head to get permission for re-instating the power supplies used for light in the nearby lime trees.  
(ii) that subject to the permissions referred to in (i) above being obtained, that the contract with Sparkx is expanded to include the addition of two additional power supplies at the cost of £870.00 plus VAT | £870.00           | ATC                  | ATC to action COMPLETED |
| 15  | 19/08/21       | TOP FIELD ALLOTMENT           | RESOLVED  
(i) To purchase and install wildlife cameras.  
(ii) To erect notices that CCTV is operating in the area.  
(iii) That the budget for (i) and (ii) above is £500.00, the expenditure to be met from the Community Wellbeing general budget.  
(iv) That the Town Clerk is given delegated authority to implement (i) and (ii) above. | Outdoor Team/TC |                     | Outdoor Maintenance Supervisor has investigated cameras and has forwarded preferred options to the Town Clerk. Police are aware of the issues at the site and will undertake periodic inspections. Signage has been installed. |
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<tr>
<td>18</td>
<td>19/08/21</td>
<td>HEADWEIR PLAY AREA TREES</td>
<td>(v) That the Neighbourhood Plan Policing team are contacted and a) made aware of the problem b) requested to make random visits to the Top Field allotment site c) asked for relevant suggestions to improve security.</td>
<td></td>
<td>TC</td>
<td>Contractor has been contacted – Awaiting a start date for the works required. Oak tree has a Tree Preservation Order on it so an application has been submitted to MDDC. Permission for the works has been granted. Order erected close to location by the Outdoor Team.</td>
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<td>19</td>
<td>16/09/21</td>
<td>SIGNAGE ON FENCE</td>
<td>RESOLVED (i) to accept all the recommendations contained in the Tree Assessment reports and give delegated authority to the Town Clerk to appoint a contractor and get the work done. (ii) That (i) above is subject to the usual financial limits and expenditure is met from play area running expenses.</td>
<td></td>
<td>DTC/TC</td>
<td>Town Clerk has been advised that Committee have requested the e-mail COMPLETED</td>
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<td>TO BE ACTIONED BY</td>
<td>PROGRESS/ACTION TAKEN</td>
</tr>
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</tbody>
</table>
| 20  | 16/09/21       | YOUTH SERVICES                | RESOLVED: That following consideration of the Youth Services agenda item (no. 11):  
  i) the Town Council’s Youth Strategy including the Standing Invitees of the Working Group and its Terms of Reference should be added to the next available Community Wellbeing agenda;  
  ii) The Committee will then be in a position to fully consider these items and to give clear direction to the Working Group in terms of its remit;  
  iii) All members of the Working Group are invited to attend the meeting at which this topic will be discussed. | DTC | See agenda 21/10/21.  
Referred to Youth Services Working Grp. |
| 21  | 16/09/21       | TOP FIELD TREES               | RESOLVED: To approve the estimate from A. J Lane Ltd. to undertake a tree assessment survey of the Top Field Allotment site at a total cost of £478.30 (+ VAT), as follows:  
  i) Stage 1 Target Appraisal & Tree Risk Assessment;  
  ii) Stage 2 Basic Tree Risk Assessment;  
  - The budget to be used to be the Allotments budget (Code 1200) | £478.30 | DTC | Contractor has been advised. |
| 22  | 16/09/21       | COMMUNITY ENGAGEMENT          | RESOLVED: That the Town Councils ‘Drop in’ Community Engagement Sessions via the Zoom platform should cease with immediate effect. | N/A | DTC/TC | Town Clerk advised.  
COMPLETED |
<table>
<thead>
<tr>
<th>No.</th>
<th>DATE OF MEETING</th>
<th>AGENDA ITEM/EXERCISE/MINUTE NO.</th>
<th>RESOLUTION</th>
<th>FINANCIAL IMPLICATIONS</th>
<th>TO BE ACTIONED BY</th>
<th>PROGRESS/ACTION TAKEN</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>It was suggested that a greater Town Council presence should be in place at future events and markets etc., in order to promote the work of and services provided by the Town Council.</td>
<td></td>
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</tr>
</tbody>
</table>
| 23  | 16/09/21        | JAPANESE KNOTWEED & GIANT HOGWEED | RESOLVED: That following consideration by the Community Wellbeing Committee of a report detailing a serious concern about the presence of Japanese Knotweed (and potentially Giant Hogweed) in Cullompton at Crow Green/Bridge: That Mid Devon District Council’s Environment Officer, the Environment Agency and any other body as required should be contacted to express the Town Council’s concerns about this invasive plant together with a concern there is perhaps Giant Hogweed also present in this location. | HIGH | DTC | See agenda 21/10/21
Monitor Situation and report to Committee periodically
COMPLETED |
| 24  | 16/09/21        | BUDGETS/ PRECEPT                | RECOMMENDATION: That following consideration of the Community Wellbeing Committee’s budget requirements it is requested that the Resources Committee formulate budgets as follows: i) Any unused Community Wellbeing budgets are carried forward as Earmarked funding; ii) The same budgets as set for 2021-22 are requested for the financial year 2022-23 iii) It is recognised by the Community Wellbeing Committee that its play | TBC | HIGH | Town Clerk apprised
COMPLETED |
<table>
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<th>No.</th>
<th>DATE OF MEETING</th>
<th>AGENDA ITEM/TOPIC/ MINUTE NO.</th>
<th>RESOLUTION</th>
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<th>TO BE ACTIONED BY</th>
<th>PROGRESS/ACTION TAKEN</th>
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<tbody>
<tr>
<td>25</td>
<td>16/09/21</td>
<td>TREE PROVISION</td>
<td>• <strong>Provision of trees on Tiverton Road</strong> had been raised during the Public Participation agenda item of the previous Town Council meeting and it had been delegated to the Community Wellbeing Committee to address this topic. Could this be added to the next meeting of the Committee.</td>
<td></td>
<td></td>
<td>See agenda 21/10/21 COMPLETED</td>
</tr>
</tbody>
</table>
| 26  | 21/10/21       | Tufty Pk Tractor             | **RESOLVED:** That following consideration of the Tufty Park Play Area tractor issue (damage to the steering wheel) and associated mitigation (Heras fencing) that:  
  • a review of the appropriateness of the fencing by a competent party should be undertaken;  
  • should it be deemed that the Heras fencing is appropriate; The Heras fencing should be checked to ensure that it is properly installed and is safe. The fencing should then be checked on a weekly basis (when the play area |  | TC/OTS | Town Clerk & Outdoor Team Supervisor advised accordingly. 22nd Oct’21  
Heras fence remains in situ. Regular weekly checks are being carried out. Supplier has been chased as to position with the steering wheel repair. |
<table>
<thead>
<tr>
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<th>DATE OF MEETING</th>
<th>AGENDA ITEM/TOPIC/ MINUTE NO.</th>
<th>RESOLUTION</th>
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<th>TO BE ACTIONED BY</th>
<th>PROGRESS/ACTION TAKEN</th>
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<tbody>
<tr>
<td>27</td>
<td>21/10/21</td>
<td>Youth Services Provision</td>
<td><strong>RESOLUTION/RECOMMENDATION:</strong> To The Youth Services Working Group –&lt;br&gt;That following consideration by the Community Wellbeing Committee of Cullompton’s Youth Services Provision that:&lt;br&gt;A recommendation be made to the Youth Services Working Group to ask that it revisits the Town Council’s Youth Strategy with a view to making this into a more achievable and realistic vision.</td>
<td></td>
<td></td>
<td>Next YSWGrp meeting scheduled for 26th November</td>
</tr>
<tr>
<td>28</td>
<td>21/10/21</td>
<td>Allotment Fees</td>
<td><strong>RESOLVED:</strong> That the allotment fees for both the Haymans Close and Top Field sites for 2023-24 should remain as is currently set for 2022-23</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>No.</td>
<td>DATE OF MEETING</td>
<td>AGENDA ITEM/TOPIC/ MINUTE NO.</td>
<td>RESOLUTION</td>
<td>FINANCIAL IMPLICATIONS</td>
<td>TO BE ACTIONED BY</td>
<td>PROGRESS/ACTION TAKEN</td>
</tr>
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<td>----------------------</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Full Plot</strong></td>
<td><strong>Half Plot</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>TOP</strong></td>
<td><strong>£45.00</strong></td>
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<td></td>
<td></td>
<td></td>
<td><strong>HAYMANS</strong></td>
<td><strong>£35.00</strong></td>
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</table>

**Tree Planting**

**RESOLVED:** That following consideration by the Community Wellbeing Committee of a request from a member of the public to allow them to plant trees on a verge in Tiverton Road:

1. That written approval is given to the member of the public to advise that the Town Council is happy for them to plant 5 no. trees on the grass verge in Tiverton Road as follows:
   1. Field Maple;
   2. Silver Birch;
   3. Wild Cherry;
   4. Rowan
   5. Hazel

With the understanding that the Town Council appreciates the offer of the individual carrying out initial maintenance on the trees which should be carried out for a period of 3 no. years’ after which time the Town Council would assume responsibility for the tree’s maintenance;

Whilst the Town Council is grateful for the offer of the sycamore saplings being planted, due to concerns with the size these trees could grow to, would suggest that the individual may wish to contact the Cullompton Community (Fields) Association (CCA) about these.

Member of public apprised accordingly.

**COMPLETED**
Agenda Item: 7 Financial Monitoring

Financial Update - Matters to bring to the Community Wellbeing Committee’s Attention

A) Income & Expenditure Report:
   • Supporting Paper D is Month 7 (October 2021) generated as at 11th November 2021
   • No transactions have been posted as yet for Month 8 (November 2021)

B) The Public Rights of Way and Youth Services budgets have not been included in the graphs below.

![Allotment Income 2021-22 As at 11th November 2021](chart.png)

- Allotment Rents - Top Field: £546.00
- Allotment Rents - Haymans: £350.00
- £122.00
- £150.00

Legend:
- **Actual Year To Date**
- **Current Annual Budget**
Community Wellbeing Expenditure Against Budgets 2021-22
As at 11th November 2021

- £1,500.00
- £1,000.00
- £500.00
£0.00
£500.00
£1,000.00
£1,500.00
£2,000.00
£2,500.00
£3,000.00
£3,500.00
£4,000.00
£4,500.00
£5,000.00
£5,500.00
£6,000.00
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£7,000.00
£7,500.00
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£14,000.00
£14,500.00
£15,000.00
£15,500.00
£16,000.00
£16,500.00
£17,000.00

- £1,500.00
- £1,000.00
- £500.00
£0.00
£500.00
£1,000.00
£1,500.00
£2,000.00
£2,500.00
£3,000.00
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£11,500.00
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£13,000.00
£13,500.00
£14,000.00
£14,500.00
£15,000.00
£15,500.00
£16,000.00

Social Media  | Christmas Lights  | Christmas Event  | Play Area Running Expenses  | Play Equipment Fund EMR329  | Community Wellbeing Committee Events  | Community Wellbeing Events  | Covid-19 Expenditure  | Leat Repairs

- Actual Year To Date
- Current Annual Budget
### Community Wellbeing Committee

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<tr>
<th>200</th>
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<tbody>
<tr>
<td>1200</td>
<td>Allotment Rents - Top Field</td>
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<tr>
<td>1205</td>
<td>Allotment Rents - Haymans</td>
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</table>

<table>
<thead>
<tr>
<th>Allotments :- Income</th>
<th>0</th>
<th>668</th>
<th>500</th>
<th>(168)</th>
<th>133.5%</th>
<th>0</th>
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</thead>
<tbody>
<tr>
<td>Allotments :- Indirect Expenditure</td>
<td>0</td>
<td>3,243</td>
<td>1,000</td>
<td>(2,243)</td>
<td>380.1%</td>
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<table>
<thead>
<tr>
<th>Net Income over Expenditure</th>
<th>0</th>
<th>(2,575)</th>
<th>(500)</th>
<th>2,075</th>
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#### Community Wellbeing Miscellaneous

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<tr>
<td>1051</td>
<td>Christmas Event</td>
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<table>
<thead>
<tr>
<th>Community Wellbeing Miscellaneous :- Income</th>
<th>0</th>
<th>400</th>
<th>0</th>
<th>(400)</th>
<th>0.0%</th>
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<tbody>
<tr>
<td>Community Wellbeing Miscellaneous :- Indirect Expenditure</td>
<td>6,765</td>
<td>12,206</td>
<td>41,600</td>
<td>29,394</td>
<td>28,163</td>
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#### Youth Services

<table>
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<tr>
<th>840</th>
<th>Youth Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>4850</td>
<td>Youth Services</td>
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</tbody>
</table>

| Youth Services :- Indirect Expenditure | 0 | 9,177 | 19,000 | 9,824 | 0 | 9,824 | 48.3% | 0 |

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<tr>
<th>Net Expenditure</th>
<th>0</th>
<th>(9,177)</th>
<th>(19,000)</th>
<th>(9,824)</th>
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</table>

Community Wellbeing Committee :- Income 0 | 1,068 | 500 | (568) | 213.5% |

| Expenditure | 6,765 | 24,625 | 61,600 | 36,975 | 1,789 | 35,185 | 42.9% |

| Movement to/(from) Gen Reserve | (6,765) | (23,558) |

Continued over page
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<thead>
<tr>
<th></th>
<th>Actual</th>
<th>Actual Year</th>
<th>Current</th>
<th>Variance</th>
<th>Committed Expenditure</th>
<th>Funds Available</th>
<th>% Spent</th>
<th>Transfer to/from EMR</th>
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<tr>
<td>Grand Totals: Income</td>
<td>0</td>
<td>1,068</td>
<td>500</td>
<td>(568)</td>
<td></td>
<td></td>
<td>213.5%</td>
<td></td>
</tr>
<tr>
<td>Expenditure</td>
<td>6,765</td>
<td>24,625</td>
<td>61,600</td>
<td>36,975</td>
<td>1,789</td>
<td>35,185</td>
<td>42.9%</td>
<td></td>
</tr>
<tr>
<td>Net Income over Expenditure</td>
<td>(6,765)</td>
<td>(23,558)</td>
<td>(61,100)</td>
<td>(37,542)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Movement to/(from) Gen Reserve</td>
<td>(6,765)</td>
<td>(23,558)</td>
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<td></td>
<td></td>
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</table>
### Nominal Ledger Report by ACCOUNT

**User:** MLW  
**Page 111/11/2021 16:00**

#### Christmas Event

<table>
<thead>
<tr>
<th>A/c Code</th>
<th>Centre</th>
<th>Month</th>
<th>Date</th>
<th>Reference</th>
<th>Source</th>
<th>Transaction Detail</th>
<th>Debit</th>
<th>Credit</th>
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</thead>
<tbody>
<tr>
<td>1051</td>
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<td>20210407</td>
<td>Cashbook</td>
<td>Love Your Town Centre Grant</td>
<td>400.00</td>
<td>0.00</td>
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**Account Totals**

<table>
<thead>
<tr>
<th>Account</th>
<th>Debit</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christmas Event</td>
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<td>400.00</td>
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</table>

#### Christmas Lights

<table>
<thead>
<tr>
<th>A/c Code</th>
<th>Centre</th>
<th>Month</th>
<th>Date</th>
<th>Reference</th>
<th>Source</th>
<th>Transaction Detail</th>
<th>Debit</th>
<th>Credit</th>
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</thead>
<tbody>
<tr>
<td>4095</td>
<td>600</td>
<td>07/05</td>
<td>EDF01</td>
<td>Purchase Ledger</td>
<td>Christmas Lights Electric</td>
<td>92.00</td>
<td>0.00</td>
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<tr>
<td>4095</td>
<td>600</td>
<td>07/10</td>
<td>UTI01</td>
<td>Purchase Ledger</td>
<td>Christmas Lights installation</td>
<td>6,589.96</td>
<td>0.00</td>
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**Account Totals**

<table>
<thead>
<tr>
<th>Account</th>
<th>Debit</th>
<th>Credit</th>
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</thead>
<tbody>
<tr>
<td>Christmas Lights</td>
<td>6,681.96</td>
<td>0.00</td>
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#### Christmas Event

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<tr>
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<th>Month</th>
<th>Date</th>
<th>Reference</th>
<th>Source</th>
<th>Transaction Detail</th>
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<tbody>
<tr>
<td>4096</td>
<td>600</td>
<td>01/04</td>
<td>307</td>
<td>Journal</td>
<td>Gazebo</td>
<td>1,070.00</td>
<td>0.00</td>
<td>1,070.00</td>
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<tr>
<td>4096</td>
<td>600</td>
<td>20/04</td>
<td>SUR02</td>
<td>Purchase Ledger</td>
<td>Gazebos</td>
<td>1,100.00</td>
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<td>1,100.00</td>
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<td>4096</td>
<td>600</td>
<td>25/08</td>
<td>SOLD0 42</td>
<td>Cashbook</td>
<td>Material for Father Christmas</td>
<td>135.00</td>
<td>0.00</td>
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<tr>
<td>4096</td>
<td>600</td>
<td>09/09</td>
<td>SOLD0 47</td>
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<td>Christmas road closure</td>
<td>79.50</td>
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<td>Christmas road closure</td>
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**Account Totals**

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<tbody>
<tr>
<td>Christmas Event</td>
<td>1,394.00</td>
<td>1,070.00</td>
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#### Play Area Running Expenses

<table>
<thead>
<tr>
<th>A/c Code</th>
<th>Centre</th>
<th>Month</th>
<th>Date</th>
<th>Reference</th>
<th>Source</th>
<th>Transaction Detail</th>
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<th>Credit</th>
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</thead>
<tbody>
<tr>
<td>4125</td>
<td>600</td>
<td>08/04</td>
<td>HAL02</td>
<td>Purchase Ledger</td>
<td>Play Area Grounds Maintenance</td>
<td>168.25</td>
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</tr>
<tr>
<td>4125</td>
<td>600</td>
<td>28/04</td>
<td>MAR03</td>
<td>Purchase Ledger</td>
<td>Play Area Sanitising</td>
<td>1,839.98</td>
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<td>4125</td>
<td>600</td>
<td>08/05</td>
<td>MAR03</td>
<td>Purchase Ledger</td>
<td>Sanitising Play Areas</td>
<td>480.00</td>
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<td>4125</td>
<td>600</td>
<td>28/05</td>
<td>LAB01</td>
<td>Purchase Ledger</td>
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<td>18.88</td>
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<td>4125</td>
<td>600</td>
<td>06/05</td>
<td>HAL02</td>
<td>Purchase Ledger</td>
<td>Play area Grounds Maintenance</td>
<td>168.25</td>
<td>0.00</td>
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<tr>
<td>4125</td>
<td>600</td>
<td>01/06</td>
<td>HAL02</td>
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<tr>
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<td>600</td>
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<td>MOLE01</td>
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**Account Totals**

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<tbody>
<tr>
<td>Play Area Running Expenses</td>
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<td>168.25</td>
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### Cullompton Town Council 2021-2022

11/11/2021  
Supporting Paper E
### A/c Code 4125 Play Area Running Expenses

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<tr>
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<tr>
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<td>30/06/2021</td>
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<td>06/07/2021</td>
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#### Account Totals

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<tr>
<th>Account</th>
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### A/c Code 4126 Play Equipment Fund EMR329

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<td><strong>Month</strong></td>
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#### Account Totals

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### A/c Code 4160 Community Wellbeing Committee

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#### Account Totals

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#### Account Totals

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Agenda Item no. 8 (i) - Public Rights of Way

Cullompton’s Volunteer Parish Paths Co-ordinator has advised that:

- Due to time constraints he has been unable to follow-up on the Leat incident; whereby a member of the public on a mobility scooter had fallen into the watercourse and needed to be assisted.

- Stickers have been added to a couple of fingerpost signs where the original lettering had faded.

Report Author: Maria Weston – Deputy Town Clerk
Date: 11th November 2021
Agenda Item 8, Public Rights of Way

Public Rights of Way –
Notes of Footpath Accessibility Meeting
Wednesday 8th September 2021 @ 7:00pm
1st meeting

Present: Councillors: Gordon Guest
Also Present: Nick Savage – Parish Paths Volunteer (Co-ordinator)
Meeting Administrator: Maria Weston – Deputy Town Clerk (DTC)
<table>
<thead>
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<th>No</th>
<th>Notes/topics</th>
<th>Outcome/Action required</th>
<th>Action by</th>
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<td>Notes</td>
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<td>3.</td>
<td>Objectives</td>
<td>There are two objectives for this meeting: 1. Start engagement with Devon County Council (DCC) in relation to the requirement for a much broader footpath network (new footpaths) in Cullompton as a result of the: i) Garden Village (5,000 + dwellings); ii) North-West Extension (South of Cullompton, 1,351 dwellings); iii) East Cullompton Village Development (1,750 + further 850 dwellings) 2. Improvements to existing footpath network: i) Need to establish landowners; ii) Obtain *permission from landowners to undertake the work; iii) Implement any improvements as deemed necessary; iv) Replacement of stiles with gates</td>
<td>N/A</td>
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<tr>
<td>4.</td>
<td>General</td>
<td>• DCC must consider footpaths when planning the new Garden Village – both existing paths and connecting these up and also new footpath provision. • DCC has the responsibility for footpaths. East Devon are looking at its network but Mid-Devon District Council do not appear to be doing so. • DCC itself are looking at replacing stiles with gates. Due to development in Cullompton, there is a need for bigger more strategic paths and a focused programme to develop additional smaller paths.</td>
<td>N/A</td>
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</table>
5. **Way Forward**

It was agreed that the following aspects should be looked at initially (in this forum) as these would aid consideration by DCC:

- i) Prioritising the footpaths in terms of the works that need to be undertaken;
- ii) Establishing accessibility for all (e.g. walkers, mobility scooters, buggies);
- iii) Establishing surface conditions;
- iv) Identifying issues;
- v) Obtaining photographs of key areas of specific footpaths.


6. **Date and Time of Next Meeting**

TBC

**DTC**
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<tr>
<th>Parish</th>
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<th>Number</th>
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<th>Route Category</th>
<th>Length (m)</th>
<th>Stiles</th>
<th>Kisling gates/ 2 in 1</th>
<th>other obstruction</th>
<th>comments</th>
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<td>CCA fields</td>
<td>1</td>
<td>1560</td>
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<td>Look for alternative access at south end as part of relief road? Also....</td>
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<td>0</td>
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<td>0 boardwalks, isolated path - short stretch of longer path in B. parish</td>
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<td>2</td>
<td>River Culm path</td>
<td>2</td>
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<td>Kingsmill estate</td>
<td>1</td>
<td>740</td>
<td>0</td>
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<td>Some v. narrow, Pass improvements when new industrial units built</td>
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<td>4</td>
<td></td>
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<td>620</td>
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<td>0 v. steep and n.</td>
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<td>Discussed in context of the NW extension with Richard</td>
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<td>Honey Park/Butterleigh</td>
<td>2</td>
<td>860</td>
<td>4</td>
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<td>steep bank, some stiles on border with Bradninch/Butterleigh</td>
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<td>Russell Lane</td>
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<td>Surface been improved</td>
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<td>1060</td>
<td>2</td>
<td>1</td>
<td>Bridge with steps. Replacement desirable (v. narrow)</td>
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<td>16</td>
<td>Ponsford L to Knowle L</td>
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<td>240</td>
<td>2</td>
<td>0</td>
<td>Bridge with steps. Replacement desirable (v. narrow)</td>
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<td>17</td>
<td>Old Hill/Upton Barn</td>
<td>2</td>
<td>460</td>
<td>1</td>
<td>2</td>
<td>V. steep ascent, gate often hard to open</td>
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<tr>
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<td>19</td>
<td>Near Weaver</td>
<td>2</td>
<td>460</td>
<td>0</td>
<td>1</td>
<td>joins into FP20</td>
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<td>20</td>
<td>Weaver to Clarke’s Thorn</td>
<td>2</td>
<td>1200</td>
<td>0</td>
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<td>several steps, v. tall bridge, would be hard to improve here</td>
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<td>22</td>
<td>H. Weaver to Old Bridge</td>
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<td>790</td>
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<td>Should be easy to improve these, long path linking to Plymtree</td>
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<td>B3181 to near Paradise copse</td>
<td>2</td>
<td>1570</td>
<td>7</td>
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<td>steps where low part, steep ascent from busy road, not easy to link to anything. Steps to path also hard to fix.</td>
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<td>26</td>
<td>Langford court</td>
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<td>870</td>
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<td>Good though path, should be easy to at least get rid of stile</td>
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<td>Shutshayes Fm</td>
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<td>joins into Bradninch 1, Longish path but not much used</td>
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<td>220</td>
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<td>urban path</td>
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Community Wellbeing Committee 18/11/2021 Supporting Paper H1
Proposed improvements to FP3 Cullompton

This path leads from Honiton Road at Stoneyford and goes into the Kingsmill Industrial estate after crossing the River Ken on a Footbridge.

There are no stiles on this path but there are several obstacles on it at present that make it hard to use for a variety of users including gaps which are too narrow.

Given that the planning consent for the adjoining plot (which will not obstruct this path, but will mean it goes around the edge of the new industrial units) stated that rights of way improvements are required we should be asking for these barriers to be removed/improved.

At the end of the lane leading from Honiton Road is a 2 in 1 gate. Converting this to a standard gate is already covered in the plans for this site.

The exit from this field is via a very old Kissing gate. This could be converted to a self-closing gate.
Behind this gate is a gap in a fence. This is fairly recent and as far as I am aware DCC have not given permission for this. It is not wide enough for a mobility scooter or most push chairs. It may be possible to require the landowner to remove this

At the exit of this second field is a second similar gap and a second old kissing gate. This could be replaced by a single self-closing gate
Then there is a big step up onto the bridge which could potentially be replaced by a ramp.

On the other side the bridge has a smaller step:
Finally, the path crosses the flood defences and there are a number of steps here to get over the bank (which I assume cannot be cut through due to its role in flood defence) so another ramp should be considered here.
Cullompton Town Council

To Mr Richard Walton
Public Rights of Way and Country Parks Manager.
Councillor Stuart Hughes who is Cabinet Member for Highway Management.
Cllr John Berry DCC and MDDC
Cllr Richard Chesterton DCC and MDDC

Dear Mr Walton, Councillors, Hughes, Berry and Chesterton.

Cullompton Town Council are writing to you to request advice and support in two areas. Firstly, the creation of new multi-use (including mobility scooter use) paths in the parish of Cullompton and the wider area in connection with the planned expansion of Cullompton over the coming decade. Secondly the improvement of existing rights of way.

Several thousand houses are planned to be built in the parish of Cullompton in the next decade with the construction of the NW Extension and the Culm Garden Village to the east of the M5.

Neil Parish MP is also leading a project to reopen Cullompton and Wellington railway stations. Cullompton station will need footpath, cycle route access from the wider hinterland.

The Town Council are aware that in other ongoing house building in Cullompton DCC have missed opportunities to improve and upgrade PROW’s, and to look at the importance of changing the routes of some PROW’s as a result of fields becoming housing estates.

Given that it can take many years to reroute or create a new PROW, the Town Council feel DCC needs to take a lead in this development and allocate extra DCC resource to help with the planning of these PROW, particularly new PROW within the Garden Village.
We note that East Devon District Council have a long-term plan to create an off-road route from Topsham to Killerton and we wish to see a comparable degree of ambition for creating new routes in the Culm Valley.

Cullompton Town Council therefore feels DCC and MDDC need to develop a similar long-term plan for new multi-use (including mobility scooter use) paths to several locations. (Note as you are aware the law states mobility scooters can not use dedicated cycle only routes).

Specific proposals we would like to put forward are:

- a multi-use trail from Cullompton Railway Station to the National Cycle Network route 3 at Willand, possibly along the River Culm on the East side of Cullompton near Kingsmill Industrial Estate going up through Stags Corner to Willand or creating a new off-road route with a new pedestrian river bridge, similar to those built on the road from Topsham to Darts Farm.
- Cullompton Cricket Club is relocating to Horn Road, at future dates the Rugby Club and new secondary school may also relocate to this location. Therefore, a new multi-use cycle route from Cullompton to this location is important.
- A NEW multi-use cycle route from Cullompton to Killerton to connect with the route in East Devon to Topsham. Thereby allowing a full off road through route from Cullompton to Topsham and the Exe Estuary. (Note there is currently no public transport access to Killerton House).
- A new multi-use cycle path from Cullompton to Ashclyst Forest linking with National Trust Footpaths. The thousands of new houses in Cullompton will need access to recreation areas and Ashclyst Forest will be close to the southern edge of the Garden Village. (Note the town of Cranbrook will also need access to Ashclyst Forest).
- Creation of new multi-use cycle routes through the Garden Village and connecting East Cullompton to West Cullompton.

We are seeking the support of you and your team for these projects and advice on how to get them off the ground.

In addition, the Town Council would like extra DCC help with rights of way improvement matters. As well as increasing the population of Cullompton significantly, the growth of Cullompton will impact on several public rights of way, such as Bridleway 8 in North-West Cullompton, Footpath 3 when new industrial units are created near Stoneyford and Footpaths 1 and 2 by the creation of new roads and associated drainage schemes needed to deliver the new developments. As a way to ensure better access going forwards, we would like to request more support from your team in:

- improving the accessibility of existing PROWs by removing stiles and other rights of way furniture that causes accessibility issues allowing the creation of routes like the “miles without stiles” routes in many national parks.
- where possible ensuring future PROWs are made electric wheelchair and mobility scooter accessible.
- Looking carefully at the existing network of PROWs around the town of Cullompton and the wider Cullompton Parish to see what improvements can be made such as joining up isolated PROW with either new rights of way or permissive paths.
- Re routing part of the footpath in the NW Extension so it avoids the new primary school and remains in greenspace rather than through new streets.

Given the scale of development in Cullompton in the coming decade and the fact that it can take many years to improve existing paths or create new paths, the Town Council requests that Devon County Council take a lead on these issues, working with the Town Council, and allocate extra
DCC resource to help with the planning of these PROW, particularly new PROW within the Garden Village

We looking forward to hearing from you on these proposals and to discussing with you (and any others at DCC you feel who should be involved) how we can take them forward.

Regards,
MAP 1.
The red boundary line indicates the EAST Cullompton development within the MDDC 2020 Local Plan.

The green shaded area indicates the potential size of the Garden Village. Ashclyst Forest is a few miles south of the green area.
Map 2. MDDC Local Plan 2020 showing housing in the NW Extension and East Cullompton. The Culm Garden Village will be in addition to this.

There are ongoing plans to reopen Cullompton and Wellington Railway station. These are being led by Neil Parish MP working with DCC and MDDC.
Outdoor and Maintenance Team

Supervisor’s Monthly Report, 27th September – 31st October 2021

Resources

Staff

- Three members of the outdoor team completed and passed the All-terrain vehicle (ATV quad bike) training.

Plant and Equipment

- An issue was identified with the lights on the trailer – used for the market/gazebos.
- The bulbs were checked and found to be in working order
- The van was returned to be lease company to correct a fault on the towing electrical connection point. It was also serviced. They suggested replacing the trailer.

The parking lights not working correctly

The 7 pin connections plugs new and old (the old showing the gap in the casing)

The trailer connection point before modifications, red show distance removed by modifications.

The trailer connection point after modifications, green line additional space created between trailer and van
- The towing hitch and 13 pin plug were replaced with a 7 pin plug to stop the trailer hitting the connection point when turning a corner.
- The trailer was checked by a specialist and no faults were found.
- However, there is still an issue and further investigation is needed.

**Storage**
- The mortuary has been tidied.

**Contractors**
- Christmas lights contractors – see below
- Memorial garden contractors – see below

**Location Reports**

**Cemetery**
- One ashes interment and one burial took place.
- One of the recent graves had sunk significantly and at the request of the family this was filled and turf installed.
- Several items on the tree management plan have been undertaken by staff, leaving the remainder to be undertaken by the tree surgeons.
<table>
<thead>
<tr>
<th>The area before the trees were cut back</th>
<th>The area after the tree works were finished</th>
</tr>
</thead>
<tbody>
<tr>
<td>The ivy growing into the tree trunk</td>
<td>The thickness of ivy on the trees</td>
</tr>
</tbody>
</table>

**Buildings**
- The chapel has had its first coat of green paint both inside and outside, protecting it from the worst of the prevailing weather that hits that side of the building.
• See above (under storage) for tiding of the mortuary.

**Benches and Pathways**

• The gullies in the corner of the car park were cleared out by staff
• The septic tank was emptied.
• The memorial bench, recently repaired, has been rubbed down and is in the process of being painted.

**Former Soil Pile Area**

• The contractor commenced work on 25th October to remove the old shed and landscape the area.
• The roof of the storage shed was repurposed, by staff, to be used to cover part of the area behind the containers, rather than being disposed of off-site.
• A grave stone was uncovered during the work and the supervisor noticed this was within the skip, so asked the contractor to retrieve it. The stone is now safely stored.

![A recovered headstone from the spoil heap](image)

**Town Hall**

• The boiler had been booked in for a service, however, on three occasions the company due to undertake the service failed to attend. It is now booked for next month.
• Adaptations were made to a member of staff’s desk due to them constantly hitting their knees.
Allotments

- The codes on the padlocks to Tiverton Road allotments were changed (this happens annually)

Play Parks

- The ivy has been removed from the bottom of the hedge at Tufty Park and around the seating area.
- The tractor in Tufty Park has been fenced off.
- The steering wheel has been posted back to the manufacture at their request and expense and the supervisor has continued to chase the supplier to insist the required work is completed ASAP.
- The swing at Upcott Field was repaired, due to a loose bolt.
- Following a report from a member of the public, broken glass was collected from Tufty Park
- The statutory work notice was installed at Headweir Road play park on 22nd October, for the work to be undertaken on the Oak tree
Events

Christmas Lights
- The Christmas Lights were delivered to the Town Hall and have been inspected by the contractor installing them
- The pits which house the Christmas trees were inspected and no issues were found

Festivals
- The flags were put out for the Autumn Festival and the gazebos loaned to the Walronds.
- Assistance was given by members of the outdoor team to the organisers of the event to facilitate “no parking” order

Town Centre
- The small garden on Forge Way sponsored by the Farmers Market has been tidied and cut back.
Street Market

- The layout has again been developed and trialled with the traders
- Repairs have been made to both flags
- All the gazebos have been greased
- All the gazebos have been checked and missing bolts and screws replaced
- The damage to the gazebo covers has been reported and new ones requested.
Repairs have taken place to the top of the flags as the rods had broken through.
The bolts and clips have been replaced and the gazebos greased.

A tear in the gazebo cover
Small holes in the gazebo cover

Public Toilets
- The usual top up of toilet paper and hand towels were delivered to the public toilets.

Other
- Posters for co-option were again installed on the sheep notice boards around the town.

Issues

Compliments and Complaints
- Multiple compliments were received by staff on several days from member of the public about the work to Tufty Park.
Planned Work for Next Month

- Road Closure Notices will be posted
- The top of Tufty Park Hedge will be completed
- Christmas Lights will be installed and turned on
- Training will take place for three members of staff on both brush-cutters and hedge-trimmers.
- The Town Hall boiler will be serviced
- The repair to the plaster in the Gents toilets in the Town Hall will be undertaken.
- The area around the War Memorial will be tidied and the bollards painted for Remembrance Sunday.
NOTE: Referred from the Committee Meeting held on 15th July 2021: The Town Clerk was asked to bring this forward in October / November 2021 with a view to it being included in the Committee’s next 3-year work plan.

Background

At a recent meeting of the Town Centre and Economic Development Committee, a participant (member of the public) asked if the Town Council would be interested in arranging a Best Garden Trail. It was suggested that probably the best forum to consider this would be the Community Wellbeing Committee as whilst the topic focuses on floral arrangements, plants & flowers etc., (remit of the Town Centre & Economic Development Committee) this is also an event (remit of the Community Wellbeing Committee).

What is a Best Garden Trail/Competition?

Generally, this is a trail of gardens whereby individuals/families/groups prepare their gardens or plot etc., for showcasing. Sometimes, a competition could be incorporated into a project of this nature where those taking part compete to win a title such as Best Kept Garden. Entries could be ‘judged’ either by members of the public, a panel or a specific nominated individual. A certificate, trophy or prize could be awarded. Alternatively, there may be no competition, just a trail. Either way, a project of this nature will allow participants to essentially get out into the fresh air and to ‘display’
their beautiful gardens which in turn will make Cullompton bright and vibrant. Good publicity and a map of entries/participants will promote the venture and allow members of the public to visit each garden – a potential great family outing!

Various categories could be included which gives a wider scope – please see table below. For each category there could be say, three winners each being awarded a certificate and/or trophy and/or prize for example.

If the Committee is so minded to facilitate a Best Garden Trail and/or competition, the following points (please see following table) are suggested for consideration. It would be useful if members could also agree any responses/answers/action to inform the way forward.

<table>
<thead>
<tr>
<th>Description</th>
<th>Miscellaneous</th>
<th>Committee’s Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regularity of event</td>
<td>Will this be conducted annually</td>
<td></td>
</tr>
<tr>
<td>Dates</td>
<td>When Duration Entrance &amp; closing dates</td>
<td></td>
</tr>
</tbody>
</table>
| Scope | Categories:  
- **Best Garden** - A popular category  
- **Best Small Garden** - Aimed at smaller gardens with e.g. pots and small lawn  
- **Best Indoor Garden** - If you live in a flat and have lovingly cared for houseplants/window boxes  
- **Most Sustainable Garden** (including Fruit & Veg) - Environmentally Friendly Garden e.g. using water butts to save water? Is garden bee friendly?  
**Best Fruit & Veg Patch** – Have you taken on the challenge of growing your own fruit & veg?  
- **Best Young Gardener** e.g. Under 16’s |  |
**Best Community Garden**
Groups of people who look after a shared garden e.g. with a number of residents or a community group.

Levels: Age range, Number of winners e.g. 1st, 2nd & 3rd

<table>
<thead>
<tr>
<th>Description</th>
<th>Miscellaneous ?</th>
<th>Committee’s Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Judging</td>
<td>How When Who</td>
<td></td>
</tr>
<tr>
<td>Prizes</td>
<td>Certificate</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Trophy</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Prize e.g. gardening vouchers</td>
<td></td>
</tr>
</tbody>
</table>

**Committee Action Required:**

1. To determine if the Town Council should take an active role in the facilitation of this event and if so –

2. Establish how the Council should operate this project (populate the table above)

3. Agree any associated budget and further action as required

Report Author – Maria Weston – Deputy Town Clerk
(8th July 2021) 11/11/2021
Agenda Item 11, Rivermead Play Area – Equipment

Required Action: For the Community Wellbeing Committee to note this report and to make comment/determine any required action

Introduction:

We have been advised by the Outdoor Team that the ‘Rocket’ climbing frame within Rivermead play area has been removed from use due to concerns with rust, flaking paint and rough surfaces etc. This was reported to Committee Members via e-mail on 20th October 2021 and was also included in the Outdoor Team Report covering 20th June-23rd July’21 as follows:

“the ‘Rocket’ Climbing Frame at Rivermead has been removed from use. The rust is in a dangerous state especially for very young users unable to assess the risk”

The position has been clarified with the Outdoor Team Supervisor who advised their opinion:

- there is a health & safety risk (the frame is rusted and paint flaking as can be seen in the photographs below);
- The Outdoor Team have been periodically taping the ‘rocket’ up but this keeps being ripped off;
- The equipment is not ‘fenced off’
- The ‘rocket’ should be removed by an external contractor particularly as the matting is also worn and has gaps (spacing) in between the panels so needs to be repaired/removed also.
Action taken

To determine if the ‘Rocket’ and safety surfacing (wet pour/matting) can be repaired or if the recommendation would be for these items to be removed/replaced, we have taken the following steps:

1. Contacted a play equipment supplier (who advised they would be local to Cullompton in the next week or so). In response, we received details of a subscription package and marketing literature plus the offer of a free site visit with a view to obtaining a quotation to replace the safety surfacing and equipment. An appointment has been booked for 16th November.
2. Contacted a local company who the Town Council engaged in the past to undertake work of a similar nature, however this company is no longer operational.

3. Contacted RoSPA’s (i.e. Royal Society for the Prevention of Accidents) dedicated play area department, Playsafety Ltd., to ask if they would be able to inspect the play area for us. As at the date of this report we are awaiting a call back.

4. Contacted Mid-Devon District Council’s (MDDC) Property Services Dept. to request details of any local contractors/companies who it uses to check/inspect its play areas. MDDC has said it will arrange for its qualified Play Area Inspector to visit Rivermead Play Area to take a look at the site with a view to advising the Town Council accordingly.

5. Dependent on the outcome of a site assessment by a competent party, it may well be that we will need to look to replace the equipment/flooring (which from looking at the above photographs, could be considered highly likely!).

6. Following the scheduled site visit on the 16th November we will have a ‘ballpark’ figure of the likely costings involved to replace the ‘Rocket’ and safety surfacing and we will then be in a position to progress this matter further.

7. For reference please see below for financial availability.

**Budgets** (as at 12/11/2021)

<table>
<thead>
<tr>
<th>Budget Line</th>
<th>Code</th>
<th>£ Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>Play Area Running Expenses</td>
<td>4125</td>
<td>£10,605.00</td>
</tr>
<tr>
<td>Play Equipment Fund EMR329</td>
<td>4126</td>
<td>NIL</td>
</tr>
</tbody>
</table>
Agenda Item 12, Tree Provision in Cullompton

Required Action: For the Community Wellbeing Committee to consider Cullompton’s tree provision/tree planting scheme

Introduction:

As requested by members at the previous Committee meeting on 21st October 2021, tree planting has been added to the agenda for consideration by members.

Please see below for general information relating to tree planting.

1. **Source:** Gov.uk  **Government launches new scheme to boost tree-planting**

   **£50 million Woodland Carbon Guarantee scheme will encourage farmers and landowners to plant more trees and help to tackle climate change**

   *The government today (Monday 4 November) launched a £50 million scheme to help boost tree-planting rates in the fight against climate change.*

   *The new Woodland Carbon Guarantee will encourage farmers and landowners to plant more trees and create new woodland in return for payments as those trees grow.*

   *It gives land managers in England the long-term financial income they need to invest in carbon sequestration - the process by which trees lock up and store carbon from the atmosphere.*

   *Successful participants will be offered the option to sell Woodland Carbon Units to the government over 35 years at a guaranteed price set by auction, providing new income for land managers who help businesses compensate for their carbon emissions.*

2. **National Trust**

   In 2020, the National Trust launched its ambition to plant and establish 20 million trees by 2030. The plant a tree scheme provides the opportunity for members of the public to help deliver on this ambition by donating to its tree planting fund. Donations can be made for yourself, or with a dedication in memory or in celebration of a loved one.
3. **Involve – Mid Devon; Supporting and Promoting Voluntary Action Across Mid Devon**

Involve are working on a current project to distribute free trees to local people as part of the nationwide drive for tree planting. These are expected to be delivered on Friday 3rd December 2021 with planned distribution on Saturday 4th December 2021.

4. **Source: The Woodland Trust**

*(500+ trees)*

*If you’re looking to plant lots of trees, we have the trees, grants and funding schemes to help. Our expert advisers can help you put the right trees in the right place to achieve your goals.*

*If you manage a farm or private land, integrating trees can bring huge benefits – and there’s no need to take large areas out of production. They can help increase biodiversity, provide shelter, prevent soil erosion, reduce flooding and much more.*

5. **Source: BBC - Countryfile**

*Countryfile Plant Britain wants to get everyone planting in a big, ambitious two-year project where we can all do our bit in the battle against climate change and to help wildlife and our own well being.*

*We launch with the goal of planting 750,000 trees – one for every UK primary school starter in 2020. From inner city estates to some of Britain’s most breath-taking landscapes, it doesn’t matter where you live. And however small a space you’ve got to plant, we can help. What about your own micro-forest in a window box?*

6. **What are the benefits of tree planting in the UK?**

Benefits include:

1. Provision of wildlife habitats;
2. Supporting biodiversity
3. Plant native British trees
4. Enhance the natural UK landscape
5. Offset CO2 emissions

7. **Action Required:** Comments/direction from the Community Wellbeing Committee is requested.

Report Author: Maria Weston – Deputy Town Clerk
Date: 12th November 2021