



Town Clerk: Miss Joy Norris MSc ACG

The Town Hall, 1 High Street, CULLOMPTON, EX15 1AB
enquiries@cullomptontowncouncil.gov.uk
01884 38249

Minutes of the meeting of the Annual Town Council Meeting held on Thursday 27 May 2021 commencing at 19:00 hrs

Present

Chair: Councillor K Haslett

Councillors: E Andrews, J Buzckowski, M Beckwith, M Dale, R Dietrich, I Emmett, G Guest, J Johns,
L Knight, J Lochhead, M Smith and C Snow

In attendance

County Councillor & Mid Devon District Councillor J Berry

Officers: J Norris (Town Clerk)

2 members of the public attended the meeting

1 member of the press attended the meeting.

283. Election of Mayor

The election of the Mayor for the period until the 2022 Annual Meeting of the Town Council was held

RESOLVED that Councillor Haslett be elected as Mayor until the 2022 Annual Meeting of the Town Council

Cllr Haslett thanked Councillors Knight and Buzckowski for the service as Mayor during the previous civic year and the town council staff for their work.

284. Declaration of Acceptance of Office

Councillor Haslett signed the Declaration of Acceptance of Office as the Mayor in front of the meeting.

285. Appointment of Deputy Mayor

Consideration was given to the appointment of a Deputy Mayor for the period until the 2022 Annual Meeting of the Town Council.

RESOLVED that Councillor Lochhead be appointed as Deputy Mayor until the 2022 Annual Meeting of the Town Council.

286. Mayor's Announcements

Neither the incoming Mayor nor the outgoing Mayor made any announcements.

287. Apologies for Absence

There were no apologies for absence as all the Town Councillors were present.

288. Declarations of Interests

No Declarations of Interest were made regarding any items on the Agenda.

289. Public Participation

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

Non matters were raised.

290. Minutes

The draft Minutes of the meeting held on 20 May 2021 were considered (Supporting Paper A to the Agenda)

RESOLVED that the draft minutes of the meeting held on 6 April 2021 be confirmed as a correct record subject to Councillor Haslett being removed from the list of Councillors present and the addition of a statement to make it clear that Councillors attending by remote access are not able to participate in the meeting nor vote.

291. Action List

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

292. Appointment To Committees

Note: the meeting was paused at 19:30hrs to try and rectify an issue with Zoom platform not being linked to the computer audio

Consideration was given to the appointment of Town Councillors to the following Committees:

- (i) Cemetery and Town Hall Committee
- (ii) Community Wellbeing Committee
- (iii) Planning and Licensing Committee
- (iv) Policy, Finance and Personnel Committee
- (v) Town Centre and Economic Development Committee
- (vi) No 19 High Street Development Committee
- (vii) Appeals Committee

(Supporting Paper C to the Agenda gave details of the existing committee composition)

RESOLVED

- (i) that Councillors Andrews, Buczkowski, Dale, Dietrich, Haslett (Ex-Officio), Johns, Emmett, Lochhead (Ex Officio) and Snow sit on the Cemetery and Town Hall Committee

- (ii) that Councillors Andrews, Beckwith, Buczkowski, Dale, Guest, Haslett (Ex Officio), Johns and Lochhead (Ex Officio) sit on the Community Wellbeing Committee
- (iii) that Councillors Andrews, Beckwith, Buczkowski, Dale, Haslett (Ex-Officio), Lochhead (Ex-Officio) and Snow sit on the Policy, Finance and Personnel Committee
- (iv) that Councillors Andrews, Beckwith, Buczkowski, Emmett, Haslett (Ex-Officio), Emmett, Johns, and Lochhead (Ex Officio) sit on the Town Centre and Economic Development Committee
- (v) that Councillors Andrews, Beckwith, Buczkowski, Haslett (Ex Officio), Johns, Knight Lochhead (Ex Officio) and Smith sit on the No 19 High Street Development Committee
- (i) that Councillors Haslett, Dietrich, Knight and Smith sit on the Appeals Committee

293. Election of Committee Chairs

The election of Chairs of the following Committees was held:

- (i) Cemetery and Town Hall Committee
- (ii) Community Wellbeing Committee
- (iii) Planning and Licensing Committee
- (iv) Policy, Finance and Personnel Committee
- (v) Town Centre and Economic Development Committee
- (vi) No 19 High Street Development Committee
- (vii) Appeals Committee

RESOLVED

- (i) That Councillor Dietrich be elected as Chair of the Cemetery and Town Hall Committee.
- (ii) That Councillor Johns be elected as Chair of the Community Wellbeing Committee.
- (iii) That Councillor Dale be elected as Chair of the Planning and Licensing Committee.
- (iv) That Councillor Lochhead be elected as Chair of the Policy, Finance and Personnel Committee.
- (v) That Councillor Emmett be elected as Chair of the Town Centre and Economic Development Committee.
- (vi) That Councillor Smith be elected as Chair of the No 19 High Street Development Committee.
- (vii) That Councillor Knight be elected as Chair of the Appeals Committee.

294. Appointment of Councillors to Gift of A. Burrows Committee

The appointment of Town Councillors to the Gift of A Burrows Committee was considered.

RESOLVED that Councillors Andrews, Buczkowski, Dietrich and Emmett sit on the Gift of A. Burrows Committee

295. Election of Chair of the Gift of A Burrows Committee

The election of a Chair of the Gift of A. Burrows Committee was held.

RESOLVED that Councillor Dietrich be elected as Chair of the Gift of A. Burrows Committee.

296. Appointment of Representatives on Outside Bodies

The appointment of Town Council representatives to various organisations was considered. Supporting Paper D to the Agenda detailed existing representatives and background information.

RESOLVED

- (i) that representatives to outside bodies are appointed as follows
- | | |
|-------------------------------------------------|------------------------------------------------------------------------------------------------|
| Allotment Association | Councillor Buczkowski |
| Cullompton Doing What Matters | Councillor Smith |
| Cullompton Swimming Pool Campaign | Councillors Guest and Knight |
| Cullompton Town Team | Councillors Johns and Smith |
| Cullompton United Charites | Councillors Andrews, Buczkowski and Haslett, plus Mr Richard Stephenson and Mr Anthony Nderitu |
| Culm Garden Village Delivery Board | Councillor Andrews, Guest and Haslett) |
| Culm Garden Village Member Forum | Councillors Guest, Haslett and Lochhead |
| Culm Garden Village Stakeholder Forum | All Councillors & Town Clerk |
| Cullompton Town Centre Regeneration Partnership | Councillors Buczkowski & Dale |
| Culm Valley in Business | Councillor Smith |
| Devon & Somerset Metro Group | Councillors Smith & Lochhead |
| Larger Local Councils | Councillor Guest and Deputy Town Clerk |
| Heritage Action Zone Steering group | Councillor Johns |
| Traffic & Environment Working Group | Councillor Haslett (Mayor) |
| Tree Protection Officer | Vacant |
| Voluntary Car Scheme | Councillor Andrews |
- (ii) Cullompton Community Association that the Town Council should be appointed as a corporate trustee and that the Town Council is represented by the Mayor the Deputy Mayor or the Chair of the Community Wellbeing Committee at trustee meetings.

297. Delegated Decision Making
(Supporting Paper E to the Agenda)

(i) Ratification of Decision Made by Town Clerk under Delegated Authority

RESOLVED to ratify the decision of the Town Clerk to purchase clear, freestanding desktop screens at a gross cost of £2,095.

(ii) Review of Delegated Authority to the Town Clerk to take any steps necessary during the coronavirus pandemic.

RESOLVED

- (i) that the delegated authority to the Town Clerk following consultation with the Mayor and the Chair of the Policy, Finance and Personnel Committee, to take any necessary steps to deal with the emerging coronavirus situation, recognising that the health and safety of staff, councillors and the public is the priority be discontinued
- (ii) that the Town Clerk's delegated authority regarding emergency situations is reviewed to ensure it is practical and appropriate to meet likely need.

298. Payments for Authorisation

The accounts due for payment. (Supporting Paper F to the Agenda)

RESOLVED that the invoices due for payment totalling £9599.61 gross, the direct debits and standing authorisation items totalling £1421.74 be approved.

299. Members Questions

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

- It was reported that all the garden village meetings will continue on Zoom as there is not a suitable room available to host a meeting and maintain social distancing.
- The question was asked How do contractors get involved with the Heritage Action Zone?
- Why is Station Road being closed? Please could information on local road closures be put on the Town Council website?
- Roads - Could the Town Council form a working group and invite public to participate as number of roads items not being done.

The meeting closed at 20:54hrs