



Town Clerk: Miss Joy Norris MSc ACG

The Town Hall, 1 High Street, CULLOMPTON, EX15 1AB

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## **Minutes of the meeting of the Town Council held on Thursday 22 July 2021 commencing at 19:00 hrs**

### **Present**

**Chair:** Councillor K Haslett

**Councillors:** M Beckwith, J Buczkowski, M Dale, I Emmett, g Guest, J Johns, and C Snow

### **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:** J Norris (Town Clerk)

3 members of the public attended the meeting

### **325. Mayor's Announcements**

The Mayor that the Deputy Mayor, Town Clerk and herself had attended the funeral of Pauline Hammett who had been a long-term Councillor.

The co-option process has been started with a closing date of 17 August and applications to be considered at the Town Council meeting on 26 August.

### **326. Apologies for Absence**

Apologies for absence were received from Councillors Andrews, Dietrich and Smith.

(Note: Cllr Smith's apologies were sent by email and seen after the meeting).

There was a roll call of those present.

### **327. Declarations of Interests**

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

### **328. 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 said he noted that the website had been updated but the Committee diagram does not show the No 19 High Street Committee. doesn't show 19 High Street Committee  
Does the Town Council have any plans to restrict the parking on the pavements?  
The Town Clerk confirmed that the Committee was still in existence and she would get the diagram corrected.

The Mayor said that parking is a highways matter or police or civil enforcement if it is causing an obstruction so it is not a matter for the Town Council to deal with.

## **Speaker 2**

The Speaker said he had a number of items and would like some specific replies:  
At least 3 documents published on the website for the meeting were only created yesterday 21 – that is not sufficient time for Councillors; this has been raised time and time again.  
The Cullompton flower bed on Millennium Way is just a bare patch of earth as flowers have been put into the town centre why has no one done the entrance to the town to welcome people in?  
In the finance document there is a figure for purchasing a gas cage for Gerry cans; a COSHH bin was purchased some time ago why is another needed at great expense?  
Yet again the speaker has not had replies as promised, it was mentioned in a meeting a couple of days ago  
In the past week the Speaker had received an apology from a serving councillor, the Speaker said he was grateful for the comment and wished others could do the same.

The Town Clerk responded that the 3 documents were the Meeting Arrangements for the Town Hall and it had been hoped that updated guidance from NALC would have been available to include in the report but was still awaited; the neighbourhood plan celebration the Town Clerk was awaiting financial information from another party which had not yet arrived; the final item was the Peninsula transport consultation and a link had already been provided.  
The new Supervisor has been changing the way things are stored and the purchase of an additional cage was agreed for materials that it was believed should be stored securely

Regarding the flower bed a response was given that the flower bed is privately owned land the Mid Devon were planting and as part of their policy approximately 2 years ago they stopped doing flowers in all of the town centres. Mid Devon has agreed that they will supply some shrubs which are low maintenance and do not require regular watering.

The Mayor said she was unaware of any replies to the Speaker that were outstanding but that he should contact the Town Clerk if he felt anything was missing.

The Speaker said that at a meeting the previous week he was promised someone would contact him with replies and it had not been done.

## **329. Reports From County And District Councillors**

No reports from the County and District Councillors for Cullompton had been received.

## **330. Minutes**

Consideration was given to the Minutes of the meeting held on 24<sup>th</sup> June 2021. (Supporting Paper A to the Agenda)

**RESOLVED** that subject to Minute 314 (ii) showing the amount in the Town Hall Improvements Ear Marked Reserve and Minute 317 having the 2<sup>nd</sup> paragraph deleted the draft minutes of the meeting held on 24 June 2021 be confirmed as a correct record.

**331. Action List**

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

**332. Meeting Arrangements and Town Hall Hire following easing of COVID-19 restrictions**

Consideration was given to the arrangements for meetings in the Town Hall following the easing of COVID-19 restrictions on 19 July (Supporting Paper C to the Agenda )

**RESOLVED**

- (i) That the existing mitigations remain in place
- (ii) That the Town Clerk prepares a plan / report for re-opening the Town Hall, including cleaning costs, workloads and risk assessment.

**333. Recommendations from the Community Wellbeing Committee**

Consideration was given to recommendations from the Community Wellbeing Committee. (Supporting Paper D to the Agenda)

**RESOLVED**

- (i) 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
- (ii) That the Cullompton Appreciates scheme is approved as at Appendix 1 to these Minutes

**334. Neighbourhood Plan Celebration**

Consideration was given to a request to fund a celebration to mark the successful completion of the Neighbourhood Plan Process (Supporting Paper E to the Agenda)

**RESOLVED**

- (i) to hold a celebration event for the neighbourhood plan volunteers with a budget of £100.00
- (ii) that the funding of the event is preferably met from the neighbourhood plan budget.

**335. Payments for Authorisation:**

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

**RESOLVED** that the invoices due for payment totalling £20,102.49 gross and the direct debits and standing authorisation items totalling £1,429.79 be approved.

**336. Peninsula Transport Vision Consultation**

Consideration was given to a Town Council response to the Peninsula Transport Vision consultation. (Supporting Paper G to the Agenda)

This consultation will be discussed further at the August Town Council meeting

**337. Hybrid Meetings**

Consideration was given to the following proposal made by Councillor Buczkowski  
“That the Town Council discontinues the idea of so called hybrid meetings and that participation in future meetings must be in person (or written questions in advance) and that the meeting will be streamed to a platform such Facebook or YouTube to enable members of the public to observe proceedings”

**RESOLVED** to suspend Standing Orders to enable a member of the public to speak  
A member of the public aid that he would be happy to meet and give Councillors advice on setting up the technology for meetings if he was approached in a proper manner.

**RESOLVED**

- (i) That the Town Council discontinues the idea of so called hybrid meetings and that participation in future meetings must be in person (or written questions in advance) and that the meeting will be streamed to a platform such Facebook or YouTube to enable members of the public to observe proceedings”
- (ii) That Councillor Buczkowski his involved in setting up the equipment etc to enable (i) above

**338. Members Questions**

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

- When did Council approve the accounts and returns for last year for the two charities t administers?
- An update on the work of the Town Hall Working Group would be appreciated

**339. Exclusion of the Press and Public**

**RESOLVED** to exclude the public and press during consideration of:

- Agenda Item 16, Egress of persons from the south side of the Town Hall on the grounds that publicity would be prejudicial to the public interest by reason of its confidential nature (legal).

**340. Egress of persons from the south side of the Town Hall**

Consideration was given to a letter and any action required regarding egress of persons from the south side of the Town Hall (Supporting Paper H to the Agenda)

**RESOLVED**

- (i) That the Town Clerk urgently consults the Town Council’s solicitor
- (ii) That the Town Clerk develops a back-up plan to hire alternative venues for meetings.

The Meeting closed at 21:20hrs

## **Cullompton Appreciates**

This is a framework for recognising achievements or service that benefits Cullompton or the people who live, work or study in the town.

1. People making nominations must be on the electoral register for the parish of Cullompton and cannot be serving Councillors or serving employees from County, District or Town Councils.
2. Nominations must be from individuals and not organisations.
3. Nominees should not be told of their nomination
4. Nominations can be sent to the Town Clerk at any time, preferably on the official nomination form (available from XXXXXX)
5. The information provided on the nomination form must clearly state why the person has been nominated and how their achievement or service benefits Cullompton or the people who live, work or study in the town.
6. Nominations will be scrutinised by the Community Wellbeing Committee and their decision as to whether or not to approve a nomination is final
7. Serving Councillors nor serving employees from County, District or Town Councils are not eligible for this award.
8. The award may be issued posthumously provided that the nomination closing date is no more than 1 year since the nominee deceased
9. The Cullompton Appreciates Award will take the form of a framed certificate signed by the Mayor
10. Awards will be presented at occasions agreed by the Mayor.

|  |
|--|
| <b>Nominee Name :</b>  |
| <b>Address of Nominee :</b>  |
| <b>Email Address of Nominee</b>  |
| <b>Reasons for Nomination (continue on a separate sheet if necessary):</b> |

**Nominated by:**

**Name**

**Address**

**Phone Number**

**Email**

PTO for notes regarding the award framework

Note:

- a) People making nominations must be on the electoral register for the parish of Cullompton
- b) Nominations must be from individuals and not organisations.
- c) Nominees should not be told of their nomination
- d) Nominations can be sent to the Town Clerk at any time, preferably on the official nomination form (available from XXXXXX)
- e) Nominations will be scrutinised by the Town Clerk, Mayor and Deputy Mayor of Cullompton and their decision as to whether or not to approve a nomination is final
- f) Serving Councillors or serving employees from County, District or Town Council are not eligible for this award.
- g) The award may be issued posthumously provided that the nomination closing date is no more than 1 year since the nominee deceased
- h) The Cullompton Appreciates Award will take the form of a framed certificate signed by the Mayor
- i) Awards will be presented at occasions agreed by the Mayor.

Please return this form in an envelope marked 'CONFIDENTIAL – Cullompton appreciates  
To: The Town Clerk, Cullompton Town Council, The Town Hall, 1 High Street, Cullompton,  
Devon EX15 1AB