



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 26 August 2021 commencing at 19:00 hrs**

Present

Chair: Councillor K Haslett

Councillors: E Andrews (from 19:16hrs), M Beckwith, J Buczkowski, M Dale, R Dietrich, I Emmett, L Knight and C Snow

In attendance

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

Officers: J Norris (Town Clerk)

2 candidates for Co-option attended the meeting

1 member of the public attended the meeting

341. Mayor's Announcements

The Mayor did a roll call of all the Councillors present and the two co-option candidates and then gave a reminder that the Devon Association of Local Councils AGM would be held on 6 October 2021 details of which had been sent to Councillors in an email.

342. Apologies for Absence

Apologies for absence were received from Councillors Andrews, Guest, Johns and Smith (the latter being sent by email and seen after the meeting).

343. Declarations of Interests

The following Declarations of Interest were made:

- Councillor Beckwith declared a personal interest in Agenda No 17 Co-Options as he knew one of the candidates
- Councillor Buczkowski declared a personal interest in: Agenda No 4 Public Participation-tree planting on Tiverton Road as he lives opposite the verge pictured in Supporting Paper A; Agenda No 10 Payments for Authorisation as he is Treasurer of the Cullompton

Community Association; Agenda No 17 Co-Options as he knows 2 of the candidates, Mrs Rowe as a former Councillor trustee of the Cullompton Community Association and Mr Gummer as an ex-employee of the Town Council

- Councillor Dale declared a personal interest in Agenda No 10 Payments for Authorisation as he is a trustee of the CCA and Agenda No 17 Co-Options as he knows one of the candidates.
- Councillor Dietrich declared a personal interest in Agenda No 17 Co-Options as Michelle Rowe is known to him.
- Councillor Emmett declared a personal interest in Agenda No 10 Payments for Authorisation as he is a trustee of the CCA and in Agenda No 17 Co-Options as he is an acquaintance of Michelle Rowe.
- Councillor Haslett declared a personal interest in Agenda No 17 Co-Options as an acquaintance / friend of Mrs Rowe and Mr Gummer as a previous member of staff.
- Councillor Knight declared a personal interest in Agenda No 17 Co-Options as one of the candidates, Michelle Rowe is an acquaintance
- Councillor Snow declared a personal interest in Agenda No 17 Co-Options as he is known to the Co-option candidate Michelle Rowe.

344. Public Participation

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

The written submission regarding tree planting on Tiverton Road was considered. (Supporting Paper A to the Agenda)

It was agreed that this would be referred to the Community Wellbeing Committee to consider, obtaining more information of what types of trees the person has purchased and where it is proposed each tree will be planted and the future care regime.

Note: Councillor Buczkowski has declared a personal interest in this matter.

Speaker 1

The Speaker was attending the meeting on Zoom and said he wished to raise a point of order. It was agreed that as it was a point of order rather than a matter of public participation that the Speaker should be allowed to speak.

The Speaker then said he feels he cannot attend meetings in the Town Hall as he is vulnerable and he should be allowed to participate on Zoom if he cannot attend the meeting safely himself. The response was given that this was not a point of order and the public participation arrangements had not been changed without notice. The Town Clerk could have been contacted prior to the meeting and provision made to receive the speaker's representations and in future if the Speaker would contact the Town Clerk or Mayor prior to the meeting they would do their best to make arrangements to allay the speaker's concerns.

The Speaker raised a further matter regarding the publication of the documents for the meeting and that only 2 clear days notice of the meeting had been given. and the Town Clerk responded that the Agenda and notice of the meeting has been published the previous Friday on the Town Council noticeboard and also on the Town Council's website, Councillors were sent the

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summons and agenda. The Supporting Papers were sent out in parts between Saturday and Tuesday lunchtime and posted on the website. The meeting was properly called and convened.

345. Minutes

Consideration was given to the draft Minutes of the meeting held on 22nd July 2021. (Supporting Paper B to the Agenda)

RESOLVED to confirm the minutes of the meeting held on 22 July 2021 as a correct record subject to the inclusion of Councillor Knight in the list of Councillors present and any specified timeframe being included in Minute 332 regarding the preparation of a plan for enabling the Town Hall to be available for hire.

346. Action List

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

347. Recommendations from the Resources Committee

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

RESOLVED

- (i) That £1,750 is transferred from the general reserve to Office Equipment (code 4070) to cover the cost of the perspex partitions which were an extraordinary cost due to COCID
- (ii) That the balance of the Neighbourhood Plan Earmarked Reserve is returned to the general reserve
- (iii) That the £35,000 in the No 19 High Street Earmarked Reserve is transferred to the general reserve
- (iv) That a new account code is set up for the Cemetery and Town Hall Committee for Fire Safety with a budget for £5,000 taken from the general reserve
- (v) That the Terms of Reference / Scheme of Delegation for the Cemetery and Town Hall Committee are amended to include all fire safety work for all areas under the Town Council's control.

348. Recommendations from the Town Hall Relocation Working Group

Consideration was given to a recommendation from the Town Hall Working Group regarding considering a site on the North West Extension. (Supporting Paper E to the Agenda)

RESOLVED

- (i) Having looked at availability of suitable venues in town, the Town Hall Relocation Working Group have resolved to consider a site on the North West Extension as a 'community facility' with Cullompton Town Council' as a 'stakeholder' and to investigate other options
- (ii) that (i) above is publicised and members of the public are invited to make suggestions of other sites that could be investigated.

349. Parking, St George's View, Cullompton

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Consideration was given to the response received from Devon County Council regarding parking on St Georges View. (Supporting Paper F to the Agenda)

RESOLVED

- (i) That Devon County Council should be contacted and asked what size / minimum area could be considered for residents permit parking
- (ii) Ask Devon County Council for their proposals regarding the reduction in double yellow lines along Willand Road
- (iii) That the proposal referred to in (ii) above is considered by the Planning and Licensing Committee.

350. Payments for Authorisation:

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

RESOLVED that the invoices due for payment as presented totalling £19,294.17gross, the direct debits and standing authorisation items totalling £2,298.16 be approved

Note: Councillors Buczkowski, Dale and Emmett had declared personal interests in this agenda item

351. Bank Signatory

Consideration was given to adding a Councillor as full signatory to the Lloyds current account and the 32 day notice account.

RESOLVED that Councillor Dietrich is added as full signatory to the Lloyds current account and the 32 day notice account.

352. Welcome Back fund – Delivery Partnership

Consideration was given to becoming a Delivery Partner with Mid Devon District Council for the Welcome Back Fund. (Supporting Paper H)

RESOLVED to become delivery partner with Mid Devon District Council for the Welcome Back Fund

353. Peninsula Transport Vision Consultation

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

RESOLVED that a letter is sent in response to the consultation based upon the following points:

- Cullompton is in a rural area
- Transport connections are needed for both leisure and employment
- Accessible transport is required
- Facilitate the reduction of car journeys in and around Cullompton
- Service to the future Cullompton railway station

354. Conservation Area Appraisal and Management Plan (CAMP)

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Consideration was given to a Town Council response to:

- (i) the consultation on the Conservation Area Appraisal and Management Plan (CAMP). (Supporting Paper J to the agenda)
- (ii) the consultation on the Cullompton Town Centre Masterplan. (Supporting Paper K to the Agenda)
- (iii) the consultation on the Cullompton High Street Heritage Action Zone Public Realm Enhancement (HSHAZ). (Supporting Paper L to the Agenda)

RESOLVED

- (i) that the Town Council is broadly in favour of the proposed changes to the conservation area
- (ii) With regard to the Cullompton Town Centre Masterplan there needs to be provision for the storage and removal of general rubbish

355. Co-Options

Consideration was given to applications for the office of town councillor and the co-option candidates to fill a vacancy in South Ward and a vacancy in North Ward. (Supporting Paper M to the Agenda)

The 2 co-option candidates present introduced themselves

Note:

20:25hrs the Mayor left the meeting and there was a short adjournment

RESOLVED that in the absence of the Mayor, Councillor Buczkowski should Chair the remainder of the meeting.

The Chair reminded Councillors that there were 4 applicants and recapped which wards each of the applicants had indicated they were standing for.

The Chair called for nominations for the North Ward vacancy and Anthony Connolly was duly proposed and seconded, there were no other nominations.

RESOLVED that Anthony Connolly be co-opted as a Town Councillor for North Ward

The Chair called for nominations for the South Ward vacancy and Michelle Rowe was duly proposed and seconded, there were no other nominations.

RESOLVED that Michelle Rowe be co-opted as a Town Councillor for South Ward

Note: Councillors Beckwith, Buczkowski, Dale, Dietrich, Emmett, Haslett, Knight and Snow had declared personal interest in this agenda item.

358. Councillor Apologies

Consideration was given to formally accepting apologies for absence from Councillor Andrews. (Supporting Paper N to the Agenda)

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RESOLVED to thank Councillor Andrews for her service and record that it was good to see her being able to attend meetings in the Town Hall

359. Insurance Renewals

To review the Town Council's insurance arrangements (Supporting Paper O to the Agenda)

RESOLVED

- (i) to renew the Town Council's insurance for 2021-2022 with Zurich for the sum of sum of £3719.743 plus insurance premium tax of £446.32 making a total of £4,165.75.
- (ii) to renew the Town Council's vehicle insurance for 2021-2022 with Zurich for the sum of sum of £1,160.76

360. Members Questions

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

The following questions / matters were raised:

- On the Town Council website the documents for tonight's meeting differ between the upcoming meetings page and the dedicated Council meeting page. The Clerk responded that everything was in order when she checked previously but if she could be advised of the precise problem it would be sorted.
- There are rumours that the relief road has been cancelled due to budget constraints; The response was given that the Town Council had not received any information about delay or cancellation and it was also stated that on 6 September core sampling and testing was to be started on CCA land.
- Problems in New Cut the Chair and Community Wellbeing Meeting Administrator are aware of the problems and being kept up to date.
- Now the budget for the 19 High Street Project has been put back into the general reserve should the No 19 High Street Committee be disbanded?

The meeting closed at 20:55hrs