



COMMUNITY WELLBEING COMMITTEE

Minutes of a Committee meeting held on
Thursday 16th September 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

Councillors: Kate Haslett (via Zoom) & Anthony Connelly

Officers: Maria Weston (Deputy Town Clerk)

Mr. Nick Savage, Volunteer Footpath Warden

1 no. member of the press was present (part only of the meeting)

CW **Chair's Announcements**

167. The Chair did a roll call of those present in the Town Hall.
There were no Chair Announcements.

CW **Apologies for Absence**

168. Apologies were received from Councillor Eileen Andrews, Councillor Matthew Dale and Councillor Gordon Guest.

CW **Declarations of Interests**

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

CW **Public Participation**

170. 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.

CW **Minutes**

171. Consideration was given to the draft Minutes of the meeting held on 19th August 2021. (Supporting Paper A to the Agenda)

it was noted that the letter 'n' was missing from the word near (Minute no. 154) and that this would be amended accordingly. With this change, it was:

RESOLVED to confirm the draft minutes of the meeting held on 19th August 2021 as a correct record.

CW Action List

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

Updates were given on the Christmas Lights (electrical connection to the Market House & former Kings Head Public House), Top Field Allotment Site Security Issues (& associated wildlife cameras and police update) together with an update on the fence at the Haymans Close Allotment site.

NB: Administration to confirm the position with the Town Clerk in relation to a letter which was due to be sent to Mid-Devon District Council in relation to the refuse issue (Fore Street).

Further updates were given in relation to the Ex-chimney stack on the Leat (Mill Stream) path and also the Help @ Hand App.

CW Financial Monitoring

173. 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.

CW Public Rights of Way

174. An (oral) report was received from Cullompton's Volunteer Parish Paths Co-ordinator (VPPC)

The report included:

- An additional walk had been added to the Programme of Walks for this year. * no. members of the public participated. This walk was around the Cullompton Community Association fields (CCA);
- Goblin Lane: There had been concerns raised in relation to the condition of the lane's surface further to works undertaken by the electricity company who have subsequently been working to rectify the issues. VPPC will undertake a site assessment and will report back to the Committee.
- It was advised that accessibility to Public Rights of Way in Cullompton needs to be made. A meeting has been scheduled to look at this issue and a report will be made to members.

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

CW Outdoor Team Report

175. Consideration was given to a report from the Outdoor Team about recent and planned work which was noted.
(Supporting Paper H to the agenda)

More information was requested in relation to the sign affixed to the fence near Padbrook Park I.e. Outdoor Team Report page 7: *The sign saying "Cullompton Open 4 Business" was taken down near Padbrook roundabout before the Council were charged for affixing it to a fence.*

The Meeting Administrator advised e-mailed correspondence had been received which detailed the information requested. It was:

RESOLVED That the e-mail relating to the proposed charges to the Town Council regarding signage affixed to a fence (near Padbrook Park) is forwarded to all Committee Members, to include an explanation of:

- i) who affixed the signage;
- ii) on whose instruction;
- iii) who threatened to charge the Town Council

CW Comments & Complaints

176. Consideration was given to an overview of any comments and complaints received which relate to the Community Wellbeing Committee (Supporting Paper I)

It was noted that in accordance with the Town Council's policy, the Resources Committee will address any official complaint.

CW Youth Services

177. Consideration was given to a Youth Services Working Group Update Report (Supporting Paper J to the agenda) and notes of the meetings held on:

- 6th July 2021 (Supporting Paper K to the agenda);
- 6th August 2021 (Supporting Paper L to the agenda)

It was noted that serious consideration needs to be given to the Town Council's Youth Strategy including the Standing Invitees of the Working Group and its Terms of Reference; clear direction needs to be given to the remit of the Working Group. It was:

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.

CW Tree Assessments

178. Consideration was given to documentation relating to the trees on the Top Field Allotment Site and an estimate to undertake a Tree Assessment Survey:

- i) Tree Report (Supporting Paper M to the agenda);
- ii) Tree Assessment Cost (Supporting Paper N agenda);
- iii) Supplementary 'Non-technical Explanation' (Supporting Paper O to the agenda)

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)

CW Community Engagement

179. Consideration was given to a report in relation to the Town Council's recent Community Engagement Initiatives (Supporting Paper P to the agenda)

It was noted that no members of the public had attended the sessions.

RESOLVED: That the Town Councils 'Drop in' Community Engagement Sessions via the Zoom platform should cease with immediate effect.

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.

CW Japanese Knotweed

180. Consideration was given to a report which detailed a 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, including on:

- i. Neighbouring properties;
- ii. Watercourse;
- iii. Areas under the Town Council's control e.g. Tufty Park (in close proximity)

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.

CW Committee Work Plan and Budgets

181. Consideration was given to the Committee's 3-year Work Plan for 2022-23, 2023-24 & 2024-25 and the associated budget requirements:

- i) Introductory Report (Supporting Paper R to the agenda)
- ii) Committee Work Plan (Supporting Paper S to the agenda)

- iii) Committee Income & Expenditure Report showing previous and current year budgets (Supporting Paper T to the agenda)

Following discussion, it was resolved to make the following recommendation to the Resources Committee:

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 area running expenses budget (code 4125) had been increased to £16,000.00 (upgraded from previous years') due to the requirement for cleaning provision associated with the Covid-19 pandemic and that this budget may be downgraded to a pre-Covid-19 level.

CW To consider Members Questions

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

(Cllr. Buczkowski)

- **Provision of trees on Tiverton Road** 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.

NB: Councillor Buczkowski had raised a personal interest at the Town Council meeting and declared a (same) further interest; as he resides in proximity to the area in question.

The Meeting closed at 20:04hrs