



## **Minutes of a meeting of Cullompton Town Council held on Thursday 23 January 2020 commencing 7pm at Cullompton Town Hall**

**Present:** Town Mayor Cllr Lloyd Knight (in the chair) and Cllrs: Eileen Andrews, James Buczkowski, Matthew Dale, Robert Dietrich, Janet Johns, Will Jones, Justin Lochhead, Ian Morton, Russ Murch, Michelle Rowe and Martin Smith.

**Also in attendance:** One member of the press and approximately six members of the public.

Judy Morris: Town Clerk (minute taker) and Deputy Town Clerk Maria Weston.

It was noted that the meeting is being recorded.

The Town Mayor introduced the new Town Clerk Joy Norris who will be starting with the Council on 26 February to replace the current Town Clerk who is retiring.

**169. APOLOGIES:** Received and accepted from: Deputy Town Mayor Cllr Kate Haslett (personal) and Cllr Kerry Baldwin (personal). Proposed Cllr Michelle Rowe, seconded Cllr Will Jones. Apologies also received from Devon/Mid Devon District Councillor John Berry.

**170. DECLARATIONS OF INTERESTS:**

**Cllr Russ Murch** declared a personal interest in respect of the co-options (Item 174) as one of the candidates is known to him personally

**Cllr Janet Johns** declared a personal interest in respect of the co-options (Item 174) as two of the candidates are known to her personally.

**Cllr Will Jones** declared a personal interest in respect of the co-options (Item 174) as one of the candidates is known to him personally.

**Cllr Martin Smith** declared a personal interest in respect of the co-options (Item 174) as one of the candidates is known to him personally.

**Cllr Michelle Rowe** declared a personal interest in respect of the co-options (Item 174) as one of the candidates is known to her personally.

**Cllr James Buczkowski** declared a personal interest in respect of Item 178 (iv) (a) as Cllr Dale is known to him personally.

**171. PUBLIC PARTICIPATION**

**Mr Chris Snow** asked the following questions:

- (i) What is the position with regard to a recent incident and him receiving a written or verbal apology.
- (ii) Is it acceptable for the Income & Expenditure report for the Cemetery & Town Hall Committee to be produced in table form rather than a breakdown of monthly expenses.

- (iii) The Minutes of PFP Committee meeting held on 12 December 2019 included a resolution as follows: *“That the Council meeting scheduled for 9 January is, unless there is any urgent business, a single item agenda for review and approval of the Council’s 2020/21 precept and budget. Report to be drafted and sent out with the agenda and draft budget to be presented on the screen and each budget line reviewed”*. Why were other items added to the 9 January 2020 agenda?

*The Town Mayor stated that the Town Clerk will get back to Mr Snow with answers to his questions.*

- 172. MINUTES:** The Minutes of the previous meeting held on 9 January 2020 were approved and signed as a correct record after amending the following:  
Item 165 (iv) Page 62 Budget and Precept *“That Standing Orders are suspended for a maximum of 10 minutes to allow members of the public present at the meeting to make comment on items specific to the values in the budget or precept”* and  
Item 165 (iv) Page 63 *“That the budget is approved, subject to the transfer of £2,500 from the Townscape Heritage budget to a new leat maintenance budget, subject to match funding being obtained for the leat project.* Proposed Cllr Russ Murch, seconded Cllr Matthew Dale.

- 173. RESOLUTIONS:** Noted

- 174. CO-OPTION:** To receive applications for the office of Town Councillor and to co-opt a candidate to fill the existing vacancy: Three applications received.

**RESOLVED:** That Standing Orders are suspended to enable the candidates to each make a short presentation. Proposed Cllr Will Jones, seconded Cllr Matthew Dale.

The three candidates each made short presentations and answered questions from Councillors.

**RESOLVED:** That Standing Orders are reinstated. Proposed Cllr Lloyd Knight, seconded Cllr Will Jones.

**RESOLVED:** That a paper vote is taken. Proposed Cllr Gordon Guest, seconded Cllr Eileen Andrews.

Paper vote taken, as there was no candidate with a majority of the votes the person with the fewest votes was struck from the list and a second paper vote was taken.

**RESOLVED:** That, with a majority of the votes, Justin Lochhead is co-opted to fill the existing Council vacancy.

Justin Lochhead signed the Acceptance of Office and joined the Council.

- 175. DEVON ASSOCIATION OF LOCAL COUNCILS, COUNTY COMMITTEE:** To approve nomination of Cllr Gordon Guest to fill a vacancy.

**RESOLVED:** That Cllr Gordon Guest is nominated to fill a vacancy on DALC County Committee. Proposed Cllr Eileen Andrews, seconded Cllr Martin Smith.

## 176. REPORTS

- (i) **Town Mayor's Report:** He reported his attendance a recent meeting of the Cullompton Community Association at which he had been made to feel very welcome.
- (ii) **County/District Councillor Reports:** Mid Devon District Councillor Nikki Woollatt had submitted a written report that was circulated to all Councillors. Mid Devon Cllr Eileen Andrews stated that she had nothing to further to report as Cllr Nikki Woollatt's report covered all current MDDC matters.
- (iii) **Harlequin Valet site: Cllr Martin Smith:** Cllr Martin Smith gave a short presentation to report on progress with acquiring and developing the site at 19 High Street. The site is currently being sold through Mid Devon District Council and an opportunity has been provided to submit a proposal for the purchase of the site by the end of February 2020.

A public consultation meeting is being held on Saturday 8 February at the Baptist Church to find out what the public want from the site. Concept drawings of how the area could be developed were shown to the Council members.

Conscious of the need for a business plan to provide a return on the initial investment. Need to move quickly or the town could lose this unique opportunity. Discussion about how the governance arrangements will work, need to know that there is a mechanism to complete the project.

It was suggested that the Economic Development Working Group, set up to investigate the feasibility of acquiring the site in order to improve the economic prospects for the benefit of the whole town, approves the business plan and the mechanism to move the project forward.

**RESOLVED:** That the Economic Development Working Group becomes a full Town Council Committee in order to take forward the project to acquire and develop the vacant site at 19 High Street to improve the economic prospects for the benefit of the whole town.  
Proposed Cllr James Buczkowski, seconded Cllr Michelle Rowe.

- (iv) **Any other reports: Cllr Gordon Guest** reported that there is Garden Village stakeholders meeting at Kentisbeare Village Hall on Monday 10 February at 9.15am. All Councillors are very welcome to attend.

## 177. BUSINESS AND FINANCE

- (i) **Payments: To examine and agree the accounts due for payment**

**RESOLVED:** That payments totalling £4668.93 for January 2020 are approved. Proposed Cllr James Buczkowski.

*Cllr Wil Jones left the meeting.*

## 178. COMMITTEES AND WORKING GROUPS: To receive the draft Minutes of the following Committees and Working Groups and approve the recommendations contained therein:

- (i) **Community Wellbeing Committee** meeting held on 17 January 2019 and 19 September 2019: Noted
- (ii) **Cemetery & Town Hall Committee** meetings held on 5 December 2019 and 7 January 2020: Noted

- (iii) **Planning & Licensing Committee** meetings held on 12 December 2019 and 9 January 2020: Noted
- (iv) **Policy, Finance and Personnel Committee** meetings held on 6 December 2019, 12 December 2019 and 9 January 2020 including approval of the following recommendations:

**RESOLVED:** That the Minutes of the Policy, Finance and Personnel Committee meetings held on December and 12 December 2019 and 9 January 2020 are noted and the following recommendations are approved.

- (a) That Cllr Matthew Dale is confirmed as a signatory on the Council's bank accounts (Minutes 12 December 2019). Proposed Cllr Michelle Rowe, seconded Cllr Lloyd Knight.
- (b) That, on the basis of the recommendation from the Youth Services Working Group, the contract with the YMCA to deliver youth services in Cullompton is extended for a further 12 months from 1 April 2020 to 31 March 2021, subject to budget approval. The Key Performance Indicators to be reviewed to ensure that the targets are realistic. Contract to be reviewed in October 2020 (Minutes 9 January 2020). Proposed Cllr Gordon Guest, seconded Cllr Martin Smith.

**NOTE:** The recommendation that the amendments to the Financial Regulations be approved by the Council (Minutes 12 December 2019) was not accepted and it was

**RESOLVED:** That the revisions to the Financial Regulations are referred back to the Policy, Finance and Personnel Committee for reconsideration. Proposed Cllr James Buczkowski, seconded Cllr Lloyd Knight.

- (v) **Christmas Lights Working Group** meeting held on 16 December: Noted.
- (vi) **Climate Change Working Group** meeting held on 16 December: Noted.
- (vii) **IT Working Group meeting** held on 14 January: Noted.

## 179. **COMMUNITY AND ENVIRONMENT**

- (i) **Rivermead Play Area:** To receive report: Noted.
- (ii) **Traffic Matters:** To receive responses from Devon County Council and agree way forward.

**RESOLVED:** That the Council responds to Devon County Council to confirm that it is happy with the recommendations for parking restrictions in the Lower Bullring Area (Cockpit Hill to Queen Square) but is not happy with the decision not to provide an access route and facility for the fish van to park for street market. Proposed Cllr Lloyd Knight, seconded Cllr Russ Murch.

**NOTE 1:** Cllr Eileen Andrews declared a personal interest in respect of the following item as she lives in Exeter Road.

**NOTE 2:** It was suggested that developers are requested to pay, through s.106 Agreements, for flashing 30mph and 20mph signs to be erected in Exeter Road and Fore Street/High Street and also the removal of the grass verge along Exeter Road to provide additional parking.

- (iii) **United Charities:** To receive report and agree way forward.

**RESOLVED:**

1. That, to avoid any future confusion, the list is removed from the Council’s list of representatives on Committees and Working Group and, instead, put in the diary to review every four years.
2. At present the Cullompton United Charity Chairman presents a report at the Annual Parish Meeting. The Town Council could also request a copy of the Charity’s Annual Report for circulation to all Councillors.

Proposed Cllr James Buczkowski, seconded Cllr Matthew Dale.

**180. CORRESPONDENCE**

- (i) **Devon Association of Local Councils:** Training dates, noted
- (ii) **Devon County Council:** Meeting to be arranged to review plans for Fore Street footway works: Clerk to notify Councillors of date, all Councillors welcome to attend.

**RESOLVED:** That due to the sensitive/commercial nature of the business to be discussed, the following items are dealt with as Part 2 business and, in accord with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 the press and public are requested to leave at this point and the next section of the meeting is conducted in private, with the exception of new Town Clerk Joy Norris. Proposed Cllr Lloyd Knight, seconded Cllr Matthew Dale

**181. CONTRACT FOR MANAGEMENT OF ST ANDREWS CAR PARK: To approve variation to contract**

Revised contract circulated to all Councillors. The Clerk confirmed that the pay and display machine is owned and insured by the Town Council. The machine has been out of service several times in recent months. Concern about the length of time it can take to get it repaired and the loss of income whilst it is out of service. It was suggested the contract should include some kind of commitment to get the machine repaired within a certain time period.

**RESOLVED:** That clause 4.1 (b) is removed (that the Town Council is responsible for the maintenance of the pay and display machine) as it conflicts with clause 2.3 (The Authority shall be responsible for providing the tickets for the machine and maintaining it). That a commitment is included in the Agreement that the pay and display machine is repaired promptly, say within 48 hours. Revised contract to be brought back to the next meeting.

**182. LEASE FOR RIVERMEAD PLAYAREA: To approve signing of 25 year lease**

**RESOLVED:** That the Council approves signing of the 25 year lease for Rivermead Play Area. Proposed Cllr James Buczkowski, seconded Cllr Michelle Rowe.

**183 DATE OF NEXT MEETING: Thursday 27 February 2020 at 7pm.**

The meeting closed at 8.35pm

**SIGNED:** .....

**DATE:** .....

Agreed