



Town Clerk: Miss Joy Norris MSc ACIS

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Notice is hereby given that a meeting of the **Town Council** will take place on **Thursday 11th June 2020** starting at **19:00 hrs.**

The meeting will be held with participants being present through remote attendance by virtue of Statutory Instrument 2020 No 392 (The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

The public are welcome to attend this meeting by using the internet, mobile phones or landline phones – please see the links below:

If you are using the internet please use the following link to join the meeting:

<https://zoom.us/j/96324990273>

Meeting ID: 963 2499 0273

To use one tap mobile: +442080806591,,96324990273# United Kingdom

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To use a landline dial 0208 080 6591 or 0208 080 6592 or 0330 088 5830 or 0131 460 1196 or 044 203 481 5237 or 0203 481 5240

Meeting ID: 963 2499 0273

Members of the public are invited to ask questions or raise issues relevant to Cullompton as part of the item on the agenda called Public Participation; The overall time available for the Public Participation agenda item is restricted to 15 minutes unless the Chair decides otherwise. Individual speakers are restricted to 3 minutes and are asked not to repeat points that have been made previously. If you would like to ask a question or speak, please email enquiries@cullomptontowncouncil.gov.uk 48 hours before the meeting with your first and last names and give a brief outline of what you wish to say.. This will ensure that your name is on the list to speak and will help us ensure that you are not missed – as you can imagine, it is easier to see and manage public speaking when everyone is physically present in the same room. Notification in this way will ensure the meeting runs as smoothly as possible.

You may find it useful to read the Protocol on Remote Meetings before you join (this can be accessed on the Town Council's website)

The Agenda for the meeting is given below. Copies of the reports will be available on the Town Council website or hard copies can be made available if you contact the Town Council Office (contact details are at the top of this notice)

A handwritten signature in black ink that reads "Joy Norris" with a flourish at the end.

Joy Norris
Town Clerk

Date: 5 June 2020

AGENDA

PUBLIC PARTICIPATION: 15 minutes is set aside as a specific agenda item to enable members of the public to bring issues relevant to Cullompton to the attention of Councillors. Up to 3 minutes is allowed for each person. Members of the public will only be permitted to speak during the Public Participation agenda item.

1. Apologies For Absence

To receive apologies for absence from Councillors unable to attend the meeting.

2. Declarations of Interests

To receive any Declarations of Interest from Councillors and Officers in respect of matters to be considered at this meeting, together with an appropriate statement regarding the nature of the interest.

Councillors and Officers are reminded of the requirement to declare any interest, including the type of interest, and reason for that interest, either at this stage of the meeting or as soon as they become aware of that interest.

3. Public Participation

To allow members of the public present at the meeting to raise matters which are relevant to Cullompton; up to 3 minutes will be allowed for each person.

4. Minutes:

To confirm the Minutes of the meeting held on 28 May 2020 as a correct record (Appendix A)

5. Resolutions / Action List

To note previous resolutions made by the Committee and the action taken to implement those decisions. (Appendix B)

6. Nomination of Councillor to the Policy, Finance & Personnel Committee

To consider the nomination, by Councillor Buczkowski, of Councillor Rowe to sit on the Policy, Finance and Personnel Committee.

7. Mid Devon Playing Pitch Strategy

To consider the Town Council's response to the consultation on the Mid Devon Playing Pitch Strategy (Appendix C)

8. Covid 19 Response Working Group - Terms of Reference

To consider changing the Terms of Reference of the Working Group to reflect an updated remit regarding the current emergency situation and how it may be used for future emergency situations. (Appendix D)

9. The Queen's Birthday Honours

The Queen's Birthday Honours have been delayed to the Autumn this year, to allow for nominations to be made recognising contributions made during the Coronavirus crisis during last few months.

The letter at Appendix E contains further information and details the process for making nominations on this occasion

In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are very welcome to attend the meeting.

Members of the public will only be permitted to speak during the Public Participation session listed on the Agenda



Cullompton Town Council

Minutes of a meeting held on Thursday, 28th May 2020 commencing at 19:00 hrs.
Meeting held with remote attendance.

Present:

Mayor: Councillor L Knight

Councillors: E Andrews, M Dale, J Johns, M Rowe, J Buczkowski, R Dietrich, G Guest,
K Haslett, I Morton and J Lochhead.

In attendance:

Joy Norris (Town Clerk), Steve Reardon (Assistant Town Clerk), Maria Weston (Deputy Town Clerk).

Two members of the public and one member of the press attended the meeting.

11. Apologies for Absence.

Apologies for absence were received and accepted from Councillors Murch and Baldwin.

12. Declarations of Interests

Councillor Guest declared a personal interest in Agenda No 7 (Minute 17)

Mid Devon Playing Pitch Strategy, as the Chair of the Neighbourhood Plan Working Group.

Councillor Andrews declared a personal interest in Agenda No 7 (Minute 17)

Mid Devon Playing Pitch Strategy as a Vice-Chair of the Cullompton Community Association;

Councillor Andrews at 20:21hrs declared a personal interest in Agenda No 8 (Minute 18)

Public Space Protection Order Relating to Dog Control as a Vice-Chair of the Cullompton Community Association

13. Public Participation

No questions were received prior to the start of the meeting.

Speaker 1:

- States that there needs to be a resolution that there will no further action, negotiation or bids made nor progression of the Business Plan regarding 19 High Street, Cullompton.
- Resolutions Appendix B, No 12 - Public Participation Policy. The new policy requires that members of the public submit questions 48 hours prior to the meeting but as Appendices are not put on the website until much later, sometimes only 24 hours before the meeting, it is impossible to submit questions 48 hours prior to the meeting. Councillor J Buczkowski responded by clarifying that questions being submitted 48 hours in advance is advisory, particularly where any kind of research is required and that tonight is a good example that questions may be taken by the Council without notice.

Town Council 11 June 2020
Appendix A

- Resolutions Appendix B, - recording meetings, a precedent has been set by other authorities and it is therefore difficult to understand why the council was obtaining legal advice.

14. Minutes:

RESOLVED that the Minutes of the meeting held on 14 May 2020 are confirmed as a correct record.

15. Resolutions:

A report (Appendix B of the papers supporting the agenda) was presented detailing previous resolutions made by the council and the action taken to implement those decisions.

RESOLVED to note the resolutions report as presented to the meeting.

16. Recommendations from the Policy, Finance and Personnel Committee

Recommendations from the Policy, Finance and Personnel Committee held on 22 May 2020 were considered. (Appendix C of the papers supporting the agenda)

RESOLVED that the recommendations made by the Policy, Finance and Personnel Committee are approved, namely:

- (i) that Bradninch Town Trust are not awarded a grant for Improvements for the Guildhall - preliminary works
- (ii) that Cullompton Family Centre are awarded £200.00 to be used to purchase healthy refreshments and stock supplies up and to refresh the art and crafts cupboard
- (iii) that the grant application from Cullompton Leat Conservancy Board is referred to the Leat Working group for consideration and recommendation; any contribution should be made from the Leat Maintenance budget
- (iv) that YMCA Cullompton is awarded £400.00 to build raised beds and grow vegetable in partnership with keystone Project. And buy gardening tools & equipment seeds, plants, soil treated wood screws etc.

17. Mid Devon Playing Pitch Strategy

The Town Council's draft response (Appendix D of the papers supporting the agenda) to the consultation on the Mid Devon Playing Pitch Strategy was discussed.

Issues raised during the discussion included:

- the information regarding ownership and location of land and organisations contained in the response needs to be accurate
- the need for the strategy to be complementary to the emerging Cullompton Neighbourhood Plan

Note: the meeting adjourned at 16:56 for 10 minutes in order that all present could participate in the weekly Clap for Carers.

RESOLVED that Mid Devon District Council is requested to allow the Town Council an extension of the consultation period, until 19 June 2020, to enable the response drafted to be amended and reconsidered by the council

Note: Councillors Andrews and Guest had declared personal interests in this agenda item

18. Public Space Protection Order (PSPO) Relating to Dog Control

The Town Council considered the Mid Devon District Council's (MDDC) consultation document regarding widening enforcement powers, in order to deliver a cleaner and more sustainable environment across the District within the Mid Devon District Council Boundary and to replace current dog control powers which are due to expire in October 2020.

There was a lengthy discussion that included:

- Why Cullompton Town Council's Cemetery is not included on the list of areas specifically covered?
- Linear Park is not on the list.
- Does the inclusion in the Order impact upon the leases on these parks in any way?
- The consultation document is inaccurate in some places regarding land ownership
- It would be helpful to have a copy of the current Order so that changes could be seen.
- The status of the CCA Fields in relation to the draft Order as the CCA Committee do not wish to insist dogs are kept on a lead on their land
- the impact on any commercial dog walking enterprises in Cullompton.

RESOLVED that the Town Clerk contacts Mid Devon District Council with the following, questions, comments and observations:

- (i) The play area list should be updated to include all play parks in Cullompton including their current ownership and/or lease status.
- (ii) The play area list should be updated to include all new play areas in Cullompton that have been opened since 2015
- (iii) Cullompton Town Council is unable to comment on Schedules C and D of the Draft Order until the lists referred to in (i) and (ii) above are accurate and has information on why a park is or is not included within the draft Order
- (iv) The entirety of Cullompton cemetery should be included in any Order.
- (v) That a copy of the existing PSPO is provided in order that a comparison between the existing and proposed orders is possible.
- (vi) Confirmation is requested with regard to the impact of any Order upon any land managed by Cullompton Town Council under lease arrangements
- (vii) How the draft Order impacts upon the CCA land

Note: 20:21hrs Councillors Andrews declared personal interests in this agenda item

19. Payments

The accounts due for payment were considered.

RESOLVED that accounts as presented in Appendix F of the papers supporting the agenda are approved for payment.

The meeting closed at 20:44hrs

Agenda No 5 Resolutions

No	Date of Meeting	Agenda item/Topic / Minute No	Resolution	Financial implications	To be actioned by	Priority	Remarks
1	23/01/2020	Reports, Harlequin Valet Site Minute 176	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	Nil	TC	Medium	Membership of Committee to be approved at TC meeting 12/03/2020
2	27/02/2020	Leat desilting Minute 2020 (iii)	That the Council approves the recommendation from the Leat Working Group to accept the lowest estimate of £400 to desilt the leat from Head Weir for about 500-600 metres subject to: Any necessary permits/licences being obtained and (b) Other organisations putting in what support and funding they can (looking for support from Leat Conservation Board, Devon County Council and Mid Devon District Council).	£400	TC	Medium	Advice being sought re licence/permit for removal of silt from leat Environment Agency contacted and suggest permit not required but need to investigate control and removal of Himalayan Balsam and to be aware of Salmon and Freshwater Fisheries Act 1975
3	27/02/2020	Lease for the container at Knightswood Minute 202(v)	That the Town Council accepts the end date of the lease for the container at Knightswood as 31 March 2022 and then reviews.	Nil	TC	Medium	MDDC informed
4	12/03/2020	Sale of former BT phone Kiosk Minute 212	That the Council sell its Ex-BT phone kiosk to the London Fine Antiques Centre for the sum of £300.00 and these sale proceeds are to be used (in whole or in part) for a community event, project or facility within Cullompton.		DTC		BT asked to ensure that all service connections have been disconnected 17.03.20 BT confirmed services still connected, awaiting them to disconnect 12-16 weeks H2
5	12/03/2020	Swallow Way Highway Safety Minute 212	That the Planning & Licensing Committee is asked to look at the issues raised in the letter from a member of the public relating to improving highway safety along the new section of Swallow Way	Nil	TC	Medium	
6	12/03/2020	Fore Street, Gas Main Work Minute 214	That the Council requests a copy of the traffic data collected during the road closure for the gas main work in Fore Street	Nil	TC	Medium	

Please Note:

1: information updated or added since the last report will be in bold, red text

2: Actions Completed / Decisions Implemented will be greyed out and removed from the next report

Agenda No 5 Resolutions

7	12/03/2020	Town Hall	That the Council does not support the refurbishment of the Town Hall but instead asks the Cemetery and Town Hall Committee to explore the following options: Rotal Mail site in Fore Street, Old Tannery site, Exeter Road and investigate 'out of town centre' sites.	Nil	TC	Medium	
8	21/04/2020	Bank Signatories	Add Councillor James to the list of authorised bank signatories	Nil	Mayor		Forms downloaded and sent to Lloyds on 22 April 2020
9	21/04/2020	Emergency Fund - virements	£2,000 is taken from the 2019/20 Tourism and Youth Services surpluses and transferred to an emergency COVID-19 response fund in addition to £1,500 contained in the Community Wellbeing budget line.	Nil	TC		
10	21/04/2020	Review of Governance documents	Update Financial Regulations - publish amended copies on website & send copy to every Councillor	NIL	TC		
11	14/05/2020	Motions regarding Code of Conduct	<p>(i) creates a new Code of Conduct policy which states clearly whether or not the Town Council will support a Councillor in Code of Conduct complaints and in what circumstances it would not support a Councillor in a Code of Conduct complaint</p> <p>(ii) That Cullompton Town Council create mechanism(s), either using existing insurance or legal support arrangements or some other means to ensure all Cullompton Town Councillors have access to legal support including for Code of Conduct allegations</p> <p>(iii) Prepare paper for Councillors about code of Conduct complaints, investigations and D15 sanctions</p>		TC		

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Agenda No 5 Resolutions

12	14/05/2020	Public Participation	(i) Public Participation Policy to be put on policies page of website (ii) Standing Orders to be updated regarding Public Participation - new version to be put on web (iii) all Councillors and meeting administrators to be provided with copies of public participation policy and Standing Orders	Nil	TC		
13	14/05/2020	Parish Charter	Respond to Parish Charter Consultation	Nil	TC		
14	14/05/2020	Recording of Council meetings	(i) Obtain legal advice on retention of recordings (ii) research retention policies of other councils	Nil	TC		legal advice requested from MO at MDDC
15	28/05/2020	Grants	advise applicants of the outcome of their grant applications		TC		
16	28/05/2020	Mid Devon Playing Pitch Strategy	(i) request extension of time to send a response to MDDC (ii) prepare a revised response for CTC to consider		TC & Cllr G Guest		MDDC agreed extension of time & Cllr Guest drafted a revised response for consideration on 11.06.2020
17	28/05/2020	Public Space Protection Order (PSPO) Relating to Dog Control	Contact MDDC with questions / comments		TC		

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2: Actions Completed / Decisions Implemented will be greyed out and removed from the next report

Agenda No 7 Mid Devon Playing Pitch Strategy

The following forms a draft response for the Town Council to consider regarding Mid Devon District Council's Consultation on a Playing Pitch Strategy.

Draft response prepared by Cllr G Guest

Background information and introduction to Cullompton Town Council's response to the MDDC playing pitch strategy May 2020.

This background information is important as it provides the historical background and current 2020, context for Cullompton Town Councils sports, leisure and play parks vision and development.

In 2011 a new Town Council was elected by the public. At this time, MDDC had various initiatives within Cullompton, several of which related to large-scale housing. As a result of the proposed increase to the number of residents, Cullompton Town Council joined a MDDC working party to look specifically at improving sports facilities within the town.

Ideas identified were;

- a) Expand and improve the Culm Valley Leisure Centre, particularly to build a large two-storey extension on the rear.
- b) Use the MDDC land on Meadow lane for two tennis courts and a MUGA
- c) Expand the Cullompton skate park.
- d) Look for new extra land for more sports facilities as Cullompton expands with new houses.

Cullompton Town Council undertook a range of public consultations and questionnaires in 2011, 2013 and 2014 which included questions on sports, leisure, play parks and the swimming pool. A further play parks survey was carried out in 2015. The feedback received allowed the Town Council to understand the needs of the public and informed the Cullompton Neighbourhood Plan.

In May 2015, MDDC completed a further sport and leisure questionnaire in Cullompton and analysed the data. (MDDC STILL HAVE THIS DATA)

MDDC had allocated the land on Meadow Lane for housing; it was not prepared to do a land swap with housing developers or grant Cullompton Town Council any sports rights. No other land was forthcoming from MDDC. MDDC closed down the joint working group.

In May 2013, Cullompton Town Council produced and approved a Provision of Leisure Facilities in Cullompton policy paper.

Cullompton Rugby Club rented one of its playing pitches from a private individual who later cancelled the lease resulting in the loss of the pitch. Some years later, the

pitch was built on as part of the Kingfisher Reach Saxon field's housing development. MDDC did not provide an alternative pitch despite involvement of the local MP Neil Parish and Sports England.

Cullompton Town Council began the process of developing a Neighbourhood Plan with a strong emphasis on sport and leisure.

CTC continued discussions with MDDC reference the Cullompton Skate Park. Eventually with support of MDDC and funding from Viridor, Cullompton were allowed to expand the Skate Park on Meadow Lane. The new, expanded Skate Park was opened by Neil Parish MP on 4th July 2015.

MDDC (Adrian Cook) presented a MDDC plan to close a large number of Cullompton Play Parks. In February 2015, Cullompton Town Council produced a further Play Parks and sport and leisure report. This was approved and adopted by the Town Council. CTC inspected all play parks and asked local residents their views. CTC presented this report to MDDC who disagreed with the findings and determined to close some of the most popular play parks. Since 2015, Cullompton Town Council has obtained grant funding so that it can sign a lease agreement with MDDC and take on the refurbishment and maintenance of the following play parks:

- a) Headweir Road
- b) Tufty Park
- c) Culm Lea
- d) Rivermead Play Area

In addition, CTC has refurbished Knightswood play area and added amenities to the Upcott Field

During this period, CTC continued discussions in support of the Cullompton Rugby Club, Cullompton Cricket Club and the Swimming Pool Campaign. Both the Rugby Club and Cricket Club were highly successful and needed to gain more pitches either adjacent to their current sports site or at relocated new sports land.

There were ongoing meetings with Neil Parish MP, Sports England, the Lawn Tennis Association and MDDC. MDDC remained unable to provide any new land for sports development and refused permission for sports development on land MDDC owned such as at Meadow Lane, Clover Drive, Swallow Way, Linear Park and other locations.

In 2015, the MDDC local plan identified a large amount of land (160 hectares) in East Cullompton to come forward for housing development as well as the existing plans for Cullompton NW Extension (95 hectares).

In February 2016 Cullompton Town Council met with Neil Parish MP, the Regional Development Agency, Devon County Council, Mid Devon District Council and other bodies to discuss housing growth within Cullompton and the need for strategic development, including sport and leisure facilities.

Cullompton Town Council used the Cullompton Neighbourhood Plan to support the Cricket Club and Rugby club plans to relocate in the future to gain extra playing

pitches. This meant being able to relocate and find new sites. It also supported the swimming pool campaign in finding a site on which to build the Cullompton Swimming pool, a privately financed project.

Between 2015 and 2020, housing development continued in Cullompton. The Culm Valley Leisure Centre was at full capacity due to the growth of the town, the Rugby, Cricket, Hockey and Football clubs all expanded their teams due to the increase in population. Cullompton Community College (Secondary School) expanded its pupil numbers resulting in extreme pressure on its sports facilities. The school also needed to expand its sports facilities but as with the sports clubs, no land was available.

In January 2017 MDDC was successful in getting Government support for the Culm Garden Village, a further 5,000 houses in addition to the several thousand already planned. Cullompton Town Council had further discussions with Sports England and the Lawn Tennis Association about obtaining improved and new sports facilities through the Garden Village initiative.

During 2017 and 2018, Cullompton Town Council had further meetings with Sports England and MDDC, some in Tiverton with MDDC officers. Sports England were emphatic that if MDDC did not have a playing pitch strategy, Sports England could not provide funding to help the sports clubs. MDDC rejected this information.

In January 2019, Cullompton Town Council met with MDDC's CEO and other officers in Tiverton to discuss Leisure Facilities and a MDDC playing pitch strategy. Sports England had been emphatic they could not help sports clubs with funding and relocation until MDDC had a playing pitch strategy. MDDC were equally emphatic at this meeting they would not develop a playing pitch strategy.

Cullompton Town Council had grave concerns that this MDDC attitude could block the cricket club relocating which would then block the development of the relief road.

The Planning for the Cullompton North West Extension, Cullompton Garden Village and Cullompton East continues, as does the growth of Saxon Fields and Kingfisher reach and additional plans for the land at Siskin Chase and further land around Knowle Lane.

The Cullompton Community Association owns and manages the 32 acres of public open space known as the CCA fields. Adjacent to the CCA fields is the Cullompton Cricket Club land and the Bowls club; both sports clubs own their own land. The Cullompton Football Club is within the CCA fields but does not (remove: its) own their several sports pitches. The development of the Cullompton Town Centre Relief Road will disrupt all these sports facilities and the CCA fields.

All of this expansion brings pressure on Cullompton's sport facilities. The table below indicates the continued rise in pupil numbers at the Cullompton Secondary School. As the Devon County Council pupil formula is that 40 houses create one secondary pupil, the increase in pupil numbers as shown is directly related to ongoing house building - without any increase or improvement in sports facilities.

This table reflects the ongoing housing growth of Cullompton

Cullompton Community College growth of pupil numbers resulting from ongoing house building in Cullompton.		
Academic year	Actual numbers	planned
September 2014	530	
September 2015	537	
September 2016	571	
September 2017	629	
September 2018	694	
September 2019		750
January 2020	740	
September 2020		787

(Draft by Cllr Gordon Guest May 2020)

1) Please give the name of your parish and name of person responding to questions. Thank you.

Cullompton Town Council.
Cllr Gordon Guest and Cllr Kate Haslett (Deputy Mayor)

2) Please list the name and brief address of playing pitches, tennis courts. Multi use games areas and bowling greens within your parish and the type and number of pitches, courts etc. at each site (e.g. adult/junior football). Please state whether you own/manage and/or maintain them.

The CCA charity manages the CCA field and all bookings for the use of that field such as whippet racing, town fair, caravan club rally etc. Individual sports clubs make their own bookings for sport and hire of their club house.

- a) Cullompton Rugby Club (privately owned and managed)
- b) Cullompton Cricket Club – located adjacent to the CCA fields (privately owned and managed)
- c) Cullompton Football Club – located within the CCA fields (privately managed)
- d) Cullompton Bowls Club – located adjacent to the CCA fields (privately managed)
- e) CCA fields – 32 acres of green space between the railway line and the town. Public green space owned by the community.
- f) Cullompton Bowls Club on Exeter road (privately owned and managed)
- g) Cullompton Rifle Club located in Cullompton Town centre.
- h) Cullompton Hockey Club – no permanent site but looking for a permanent pitch.
- i) Upcott Field – This land is held in trust with the Council as sole trustee. The field is used by St Andrews Primary School and has been for many years, possibly since the 1930's. There is an oral agreement that St Andrews

Primary School may use the field as the school sports field, for sporting events and other fixtures. There is no written evidence of when this long-standing agreement started but it is known to have existed since at least the 1990's when the Mayor was Mrs Marion Dummnet.

- j) Willowbank primary school playing pitch on Knowle Lane
- k) Skate park in meadow Lane
- l) Astro Turf floodlit pitch managed by the Culm Valley Leisure Centre and MDDC

3) Please state if you are responsible for the bookings of these pitches, courts and bowling greens and, if so, give brief details of the clubs/teams who book them and when they play (if known).

Cullompton Town Council is not responsible for managing the bookings of any of these spaces except the Upcott Field.

4) If you are responsible for the maintenance of the grass playing pitches, please could you briefly set out the maintenance specification (e.g. frequency of grass cutting, seeding, aeration, weed killing and application of fertiliser)

Cullompton Town Council is not responsible for the maintenance of these sports pitches.

5) Are there any concerns around the quality and/or maintenance of your playing pitches, courts and bowling greens and their associated changing facilities in your town/parish ?

Yes. Playing pitches are not enough to meet demand from community. Cullompton has no Tennis Courts, no MUGA and no swimming pool. No playing pitch for the Hockey Team or the Netball team.

The all-weather sports pitch shared by Cullompton Community College and the Culm Vale Leisure Centre is booked to capacity. The surface of the all-weather pitch is now old and wearing out and will shortly need replacing

The town needs an additional all weather sports facility.

Many sports clubs urgently require additional pitches and space e.g. The Cullompton Boxing Club had to relocate to Willand as they could not find premises big enough and the sports hall was at full capacity.

6) Are you aware of any groups in your community, which are not catered for by the current provision of playing pitches, courts and bowling greens?

YES;

- a) Hockey Club
- b) Netball Club
- c) Basketball

- d) Tennis
- e) Shooting Club
- f) Archery Club
- g) Boxing Club
- h) Swimming (there is a campaign to build a swimming pool potentially on land on or near the NW Extension subject to MDDC approval).
- i) Many groups would like a floodlit multipurpose MUGA for booking.
- j) The main old town of Cullompton is in the west and some sports facilities need to remain in the west. However, some sports facilities will need to relocate to East Cullompton or within the Garden Village. There should be a balance of where sports are located so that not all sports facilities relocate from west Cullompton to east Cullompton .

7) Do you receive requests for the use of these outdoor facilities, which you cannot accommodate?

YES

8) Please list any current aspirations and/or proposals for new or improved outdoor sports facilities in your town/parish and if possible, state the stage reached in planning/funding etc.

Land is being sought in the various housing developments to enable relocation of sports clubs and expansion of facilities. Cullompton Neighbourhood Plan has policies on this. Section 12 Community wellbeing and leisure contains several policies. Policy WL01 Recreation spaces. Policy WL02 CCA fields Policy WL03 usable public space Policy WL04 Outdoor sports facilities Policy WL05 Indoor sports facilities. [See below.](#)

CTC has sought funding to renovate and improve several play parks, Knightswood, Tufty Park, Headweir Road, Culm Lea and Rivermead.

9) What particular issues within your town/parish would you like the strategy to address and highlight? (E.g. any deficiencies in provision, improvements, cost of maintenance etc.)

- a) Provision of Tennis courts
- b) Provision of a floodlit MUGA
- c) Relocation of Cricket Club (adjacent to the CCA fields) to an improved ground with two pitches. This would also enable the relief road to progress.(Awaiting MDDC planning application)
- d) Creation of a Devon County Cricket Ground adjacent to the relocated Cullompton Cricket Club. (Awaiting MDDC planning application)
- e) Relocation of the rugby club to provide extra pitches and be able to cope with the major increase in players of all ages.
- f) Improvements to Cullompton Football club.
- g) Relocation of Cullompton Bowl's club (beside the CCA fields) to enable relief road to progress.
- h) Provision of land for the swimming pool complex.

- i) Many more all-weather cycle routes
- j) An all-weather cycle route from Cullompton, past Kings Mill industrial estate near the River Culm then along the River Culm to Willand connecting to the national Cycle Route in Willand.
- k) Several small 5 a side football areas within or near existing play parks
- l) Basketball provision – this has been specifically requested by a student of Cullompton Community College via a letter of request directly to the Council. The Council have agreed that it would like to see basketball provision within the town especially to cater for teenagers as most play area provision focuses on Key Stage I & II children. An ideal location would be on the MDDC land at Meadow Lane close to the existing skate park and the Culm Valley Leisure centre.

Extract from Cullompton Neighbourhood Plan 2019 Submission version.
(Available on the MDDC website)

Section 12 Community Wellbeing and Leisure.

Outdoor Sports Facilities

12.23 We are a sporting community. The importance of good quality sports facilities to the people of Cullompton is understood by the Town Council and reflected in the goals of the Provision of Leisure Facilities Report 51, accepted by the Town Council in 2013. Cullompton Town Council would like a substantial expansion of sports/leisure facilities in Cullompton. The NPPF (para 73) recognises that “access to high quality open spaces and opportunities for sport and recreation can make an important contribution to the health and well-being of communities”.

12.24 Some sports areas may need up-dating or replacing. We need to ensure facilities are accessible to disabled persons. We need to ensure that there are a wide variety of indoor and outdoor facilities and a variety of different playing surfaces to facilitate the greatest variety of different sports. We want to increase the number and range of sports facilities that serve the whole community and meet the growing demand we anticipate, not least because of the intended new developments. Currently Cullompton Community College has an arrangement for shared use of sports facilities at the MDDC Leisure Centre. The College tells us that **“as pupil numbers grow between 2018 – 2021, the need for greater use of the leisure centre during the daytime and after school clubs for larger numbers will increase. The Leisure Centre may not prove to be adequate for the rising 1,200 [pupil]capacity that the School requires”**.

12.25 Whilst carrying out consultations for the Neighbourhood Plan we have been reminded that the current site and facilities enjoyed by Cullompton Rugby Club are a significant constraint on its growth and development. **“As a Club we are in desperate need of more pitches for all our players to be able to use”** 54 was the position in 2015 and remains the same in 2017. The Cricket Club too has made it clear that the capacity of its current site is constrained **“our ground is now too small to support the levels of cricket demand that we are seeing even at this stage of Cullompton’s growth curve, with us literally not having any further pitch capacity to support further growth in player numbers”**. 55 **Sport England**

(having consulted several sports governing bodies) has advocated that Mid Devon District Council should prepare a comprehensive “playing pitch strategy (PPS) as well as assessing the needs and opportunities for sporting provision. Sport England provides comprehensive guidance on how to undertake both pieces of work”.⁵⁶ Cullompton Town Council is wholly supportive of such a strategic approach, which takes account of the growth in population that is envisaged over the next 15 years and well beyond. It will be a willing participant.

12.26 We expect sufficient land to be allocated and safeguarded in appropriate locations by the policies in the Local Plan so as ensure there is sufficient space for the growth of outdoor sports provision in the area throughout the Plan period. A view on which land should be allocated for sports and recreation was set out in the Town Council’s response to the Local Plan Review.5

12.27 Local Plan Policy CU3 sets down the required area of sports and recreation space to be provided in the North West Cullompton development and Local Plan Policy CU9 states the requirements for East Cullompton. Local Plan Policy CU20 lists community facilities, including sports and leisure facilities, amongst the required infrastructure for Cullompton.

12.28 Policy WL04 provides support for flexible, accessible, sports facilities that are designed to serve the whole area and not just for new development areas. In some cases, this may mean considering a site outside of the settlement area. In these instances, the proposals should be assessed as being able to blend in and not cause harm to the countryside or ecology in the vicinity; nor having an unacceptably adverse effect by way of noise and light pollution, for instance, on neighbouring uses.

Policy WL04 Outdoor Sports Facilities

Proposals to provide more tennis courts, MUGAs and other outdoor sports facilities and pitches are supported provided they will:

- (i) have no significant adverse impact on the character and ecology of the area;
- (ii) not have an adverse effect on other land uses in the vicinity;
- (iii) be capable of being integrated into the surrounding landscape, through landform and appropriate planting; and
- (iv) have satisfactory arrangements put in place for their long-term maintenance.

Information on the CCA fields from the Cullompton Neighbourhood Plan.

CCA Fields

12.7 Both the adopted Local Plan and the emerging Local Plan identifies the CCA Fields as the potential route for a town centre relief road. It is shown on the policy maps and referred to in policies AL/CU/14 and

Policy CU19 respectively. It is not a 'solution' that is easy to accept by the community, as consultation after consultation has shown, but we do acknowledge that a road to relieve congestion and air pollution in and around the town centre is very necessary, and even more so in the context of an expanding town and population; and it may help facilitate improvements to the motorway connection as per Policy HT01 (Motorway Connection).

12.8 The CCA Fields is a 13 hectares site that once belonged to two different farms. In many ways, it still has the appearance of open countryside yet it is close to the town centre of Cullompton. It has become a much loved, readily accessible leisure and recreation resource for the community. It is the home of several sports clubs, it includes formal play areas and it plays host to a range of town events such as the annual circus, dog shows and the Cullompton Town Fayre.

12.9 The CCA Fields is owned by the people of the town. It is managed on their behalf by Cullompton Community Association, which is a Registered Charity (no. 270312) formed in the 1970s following a public meeting, by a group of Cullompton residents to improve the life of the residents of Cullompton. The extent of the CCA Fields and the ownership of its various parts is shown on Map 9.

12.10 The CCA Fields were purchased for the community in the 1970s, using monies from dormant club and charity bank accounts with the permission of the Charity Commissioners. Much of the work to make it usable as public open space and recreation area was done by volunteers, with some help from the contractors that were constructing the nearby M5.

12.11 The Cricket Club (established 1891) owns the freehold of its own site excluding the car park. The 1.01 ha. site comprises a cricket pitch, a club house with changing facilities, a bar and function rooms, modern cricket practice nets, an artificial wicket and storage facilities for mowers and other equipment. The Cricket Club has indicated a desire to relocate. The Club has out-grown its current location and, recognising that a growth in population should lead to an increase in participants, it wishes to find space sufficient for two cricket pitches plus a club house and all the ancillary facilities a club of its stature needs. The England and Wales Cricket Board has advised that a site with a footprint of 4.85ha. is required to accommodate this size facility. The Bowling Club also owns the freehold of its site (see map 9).

12.12 The Local Plan Review Policy CU19 deals with displacement and replacement of open space and sporting facilities and the protection of archaeology, habitats and environmental features as a result of the construction of a relief road for Cullompton. The Local Plan also states that “the aim will be to cause minimum impact on the CCA Fields and acceptability in terms of flood risk and flood flows.” Flood prevention proposals should be attentive to the current issues of flooding and drainage in the vicinity and along the Culm Valley. No doubt, the planning of the final route will be guided by these important considerations.

12.13 Policy WL02 introduces additional safeguards and considerations. These have been informed by the representations of the Cullompton Community Association, which is taking seriously its role as a charity set up to advance education and to provide facilities in the interests of social welfare, recreation and leisure. The Association has debated the issue on several occasions over the past few years. At its meeting in March 2017 it considered the purpose and efficacy of a draft version of policy WL02 and made several suggestions, which the Neighbourhood Plan Steering Group has sought to accommodate within the policy.

12.14 Our purpose is to minimise the permanent loss of most of the CCA Fields and retain most of their uses, if they are to be dissected by a relief road. Policy WL02 reflects this ambition and sets criteria to ensure:

- much of the CCA Fields would remain in use during a prolonged period of construction
- the community is compensated for the disturbance and any loss of precious recreation space
- there is no net loss in community recreation opportunities because of the construction of a relief road through the CCA Fields
- the CCA Fields can continue to provide for a variety of different recreational activities
- safety is a prime consideration and the CCA Fields remain a safe and secure environment for users
- any potential conflict between users of the CCA Fields and adjoining roads is avoided

Neighbourhood Plan Policy WL02

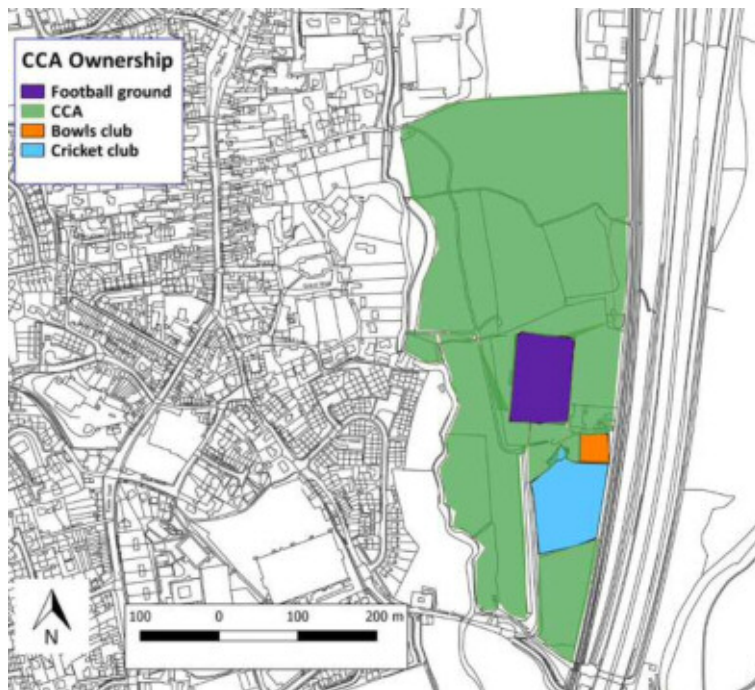
CCA Fields

The existing leisure and recreation space at the CCA Fields is an important resource for the local community. Any proposals to develop part of the CCA Fields to provide a relief road for Cullompton should:

- i. seek to maximise the single uninterrupted area of recreational land to be retained as the CCA fields in their current location
- ii. be suitably landscaped and screened to minimise disturbance to users of the CCA Fields
- iii. have regard to the most sensitive ecological areas and habitats
- iv. include proposals to mitigate any loss of or harm to the natural environment
- v. maintain as far as possible current access routes to the fields to facilitate:
 - safe pedestrian access to the CCA fields
 - continued use of the car park
- vi. prevent any unauthorised access to the CCA Fields from the relief road
- vii. include a management plan in relation to arrangements for the continued use of sports facilities and recreation spaces during construction
- viii. replace any recreation space lost with equivalent or better elsewhere, to be vested in the community
- ix. ensure the remaining area of CCA Fields is capable of being used for a variety of recreational purposes in a safe manner
- x. include an appropriate contribution towards the long-term maintenance of the CCA Fields and other community recreation spaces
- xi. ensure satisfactory arrangements are put in place for flood control on the CCA Fields and there is no adverse impact on flooding and drainage problems elsewhere

12.15 Cullompton Town Council wishes it noted that in the autumn of 2018 and spring 2019 Mid Devon District Council and Devon County Council voted to approve a relief road through the CCA Fields and to progress detailed design work. MDDC and DCC voted for the relief road to run parallel with the railway line, including any additional design work. This would form part of a phased infrastructure plan to include an upgrade to Junction 28 of the M5.

Map 10:
CCA Fields Ownership Pattern



Letter from or MDDC to CTC. (Not needed in final response)

Dear Town/Parish Clerk

We hope you are keeping well in these difficult times. As you may know, Mid Devon District Council is currently preparing a playing pitch strategy, assessing whether there is sufficient provision throughout the area for the sports of football, cricket, rugby, hockey and other pitch sports (such as rounder's) and tennis and bowls into the foreseeable future. This study will improve planning for and investment in these sports, both with regard to grass and artificial grass pitch provision, and it is being overseen by a small Steering Group of local authority officers and national governing bodies of sport. The consultants carrying out this work were able to complete visits to visually assess as many pitches as possible early in March.

We fully appreciate the demands now being made of your time and the uncertainty and hardship being caused by the coronavirus but hope to be able to carry on with this study and complete it later in the year.

There are different types of playing field sites in most parishes and from initial analysis, we know that there may be issues with the quality of pitches and/or changing facilities and the cost of maintaining them. We are mainly interested in the pitches you own or manage and/or maintain, although would welcome your views on other provision within your area.

To ensure that we have all the data required to assess whether there are sufficient facilities in Mid Devon district we would be very grateful if you could either complete the questionnaire link below OR respond to the following questions. We have provided two surveys as some town and parish councils will have more sites and/or issues that they wish to highlight than others, and therefore may prefer to give more detail, but we are happy for you to decide which way to respond. Any information you can give will be most helpful, as we are aware of the valuable contribution made by

Town Council 11 June 2020
Appendix C

parish and town playing fields to sport in Mid Devon and wish to ensure that all concerns, issues, aspirations and proposals are recorded in the Strategy to help with future funding bids.

EITHER:

1 Here is the link to the questionnaire

<https://www.smartsurvey.co.uk/s/MidDevonPPSTownandParishCouncils/>

OR

2 Please answer the following questions within the body of this email and return it.....

1 Please give the name of your parish and name of person responding to questions. Thank you.

2 Please list the name and brief address of playing pitches, tennis courts, multi use games areas and bowling greens within your parish and the type and number of pitches, courts etc. at each site (e.g. adult/junior football). Please state whether you own/manage and/or maintain them.

3 Please state if you are responsible for the bookings of these pitches, courts and bowling greens and, if so, give brief details of the clubs/teams who book them and when they play (if known).

4 If you are responsible for the maintenance of the grass playing pitches, please could you briefly set out the maintenance specification (e.g. frequency of grass cutting, seeding, aeration, weed killing and application of fertiliser)

5 Are there any concerns around the quality and/or maintenance of your playing pitches, courts and bowling greens and their associated changing facilities in your town/parish ?

6 Are you aware of any groups in your community which are not catered for by the current provision of playing pitches, courts and bowling greens?

7 Do you receive requests for the use of these outdoor facilities which you cannot accommodate?

8 Please list any current aspirations and/or proposals for new or improved outdoor sports facilities in your town/parish and if possible, state the stage reached in planning/funding etc.

9 What particular issues within your town/parish would you like the strategy to address and highlight? (e.g. any deficiencies in provision, improvements, cost of maintenance etc.)

If you are able to do this within the next two months (i.e. by the end of May/beginning of June), that would be most helpful. Once again, we greatly appreciate your help at this time. It is the consultants' intention to contact you with regard to particular issues/plans that you may raise if this seems appropriate. Please contact Jacqueline Bennett from belap (Bennett Leisure and Planning) on 07870 698639 if you would like to discuss the survey directly with her and chat through your responses if this is easier. The contact for the study at Mid Devon District Council is Ben Lucas (bjlucas@middevon.gov.uk).

Many thanks - we look forward to hearing from you.

Ben

~~Covid-19 Response~~ Community Resilience Working Group

Terms of Reference (agreed by Town Council -on 21 April 2020, amended
XXXX)

Scope: To provide and support a co-ordinated approach to helping the parish of Cullompton during ~~the Covid-19~~ emergency situations and in the immediate months following ~~the lifting of restrictions~~ any such emergency.

Note: an emergency situation can range from a major accident, flooding, fire or health pandemic

Reports to: Full Town Council

Membership: Mayor, Chair of Policy, Finance and Personnel Committee, Chair of Community Wellbeing Committee (all three being ex officio appointments) (this means that should the Mayor / Chair be unable to attend the Deputy Mayor / Vice-Chair may deputise)

A maximum of 5 other Town Councillors

Chair: Mayor

Standing Invitees: ~~Cullompton Co-vid-19~~ Any relevant Volunteer Group / Organiasation

Food Bank

Church

Dr Surgeries

Pharmacies

District Councillors

~~Police~~ Blue Light Services

Outputs:

- A shared understanding of what help and services are available for people living within the parish of Cullompton
- A shared understanding of what help and services are available for businesses / organisations operating within the parish of Cullompton
- A shared understanding of what additional help/ services may be useful and who / how that can be provided

- Constructive and timely support from the Town Council during and immediately after the emergency situation
- Dissemination of accurate information

Delegated Powers / Decision Making: None (NB: The PFP Committee 12.03.2020 resolved that following consultation with the Mayor and Chair of PFP Committee that the Town Clerk is given delegated authority, 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.)

Meeting Frequency: As and when required; ~~usually~~ (meetings ~~will~~ may be held by video conference)



A message from the Lord-Lieutenant of Devon

These are immensely difficult times, but across Devon it has been heartening to see how our communities and organisations have risen to the challenges we have all faced as a result of Covid-19. These challenges are likely to be with us for some time ahead, but I am certain we will get through them with the spirit and sense of teamwork the County has so superbly displayed.

As part of the process of recognition of the national effort Her Majesty has directed that the Queen's Birthday Honours, normally released in June, be delayed until the autumn to capture and recognise those making exceptional efforts in support of our communities in the face of the challenges of recent months.

I know that many in Devon have made a very significant individual contribution and may fall into the category of deserving national recognition. But that will not happen unless others are willing to make the time and the effort to write a nomination, and I would urge you to consider doing so where you think it is appropriate.

The Cabinet Office have created a simplified nomination procedure. The online application form and guidance can be found on their website at:

<https://www.gov.uk/government/publications/covid-19-honours-nomination-form>

I would also urge you to read the Lieutenancy guidance on what a good nomination should contain at:

<https://www.lordlieutenantofdevon.org.uk/helping-you/nominating-someone-for-an-honour/>

In particular, capturing clearly and succinctly the evidence and impact of the exceptional nature of a person's contribution will be key to success. There is likely to be a very high level of strong candidates nationally, and any Devon candidates will have to be particularly deserving and to stand out if they are to succeed. It is important, because of the risk of disappointment, that candidates are not aware of the fact that they are being put forward. If more detailed advice is needed then please contact the Lieutenancy Office: email lieuten@devon.gov.uk or ring 01392 383042, and we can arrange for you to speak to someone to assist.

I know there will be many others in our communities who have made astonishing efforts as individuals or as part of organisations, but whose contribution is perhaps not quite at national honours level. I hope perhaps we will get a chance to recognise them and indeed those who are put forward for national recognition but are not successful, at County level in some way. We are always keen to hear of them in case there is any way that we can acknowledge or thank them for their extraordinary commitment to the County and its people which we hope that they will continue to give in the months ahead.

A handwritten signature in black ink that reads 'David Furston'.

HM Lord-Lieutenant

