



Town Clerk: Miss Joy Norris MSc ACG

The Town Hall, 1 High Street, Devon, EX15 1AB
town.clerk@cullomptontowncouncil.gov.uk
01884 38249

Notice is hereby given that a Meeting of the **Town Council** will take place on **Thursday 25th March 2021** 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/94597566789> Meeting ID 945 9756 6789 or use this QR code



To use one tap mobile dial 02034815240,,94597566789# or
02039017895,,94597566789#

To use a landline dial 0203 481 5240 or 0203 901 7895 or 0208 080 6591 or 0 208 080 6592 or
0330 088 5830 or 0131 460 1196 or 0203 481 5237

Meeting ID: 945 9756 6789

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)

pp. Joy Norris
Town Clerk
Date: 19 March 2021

AGENDA

Town Council 25th March 2021

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. Mayor's Announcements

The Mayor may make announcements relevant to the work of the Town Council

Note: announcements are for information only and not for debate, discussion or questioning.

2. Apologies for Absence

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

3. 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.

4. 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.

5. MDDC & DCC Update Report

To receive and to note Cllr. Berry's update report (Supporting Paper A to follow)

6. Minutes

To confirm the Minutes of the meeting held on 28th February 2021 as a correct record.
(Supporting Paper B)

7. Action List

To receive and review the Action List relating to the Town Council. (Supporting Paper C to follow)

8. Recommendation from the Policy, Finance & Personnel Committee – Policy

To consider the recommendation that the draft Whistleblowing Policy is formally adopted by the Town Council (Supporting Paper D)

9. Recommendation from the Policy, Finance and Personnel Committee - Grants

To consider the recommendation that the excess and committed grants (deficit) are settled from the Council's General Reserves Budget (Supporting Paper E)

10. Recommendation from the Community Wellbeing Committee - Allotment Provision

To consider the recommendation from the Community Wellbeing Committee that the Town Council does not look to manage the proposed allotment site at the planned Culm Valley Park Development (near Siskin Chase) (Supporting Paper F)

11. Fees & Charges: Recommendation from Committees

(Supporting Paper G)

To consider:

- i) Community Wellbeing Committee - an increase to allotment fees (Top Field & Haymans Close);
- ii) Cemetery & Town Hall Committee - an increase to cemetery fees (2021-22)

12. Draft Resource & Waste Start: To consider and to agree, the Town Council's view on the new Devon County Council Draft Resource and Waste Strategy (Supporting Paper H)

13. Cullompton Railway Station:

- i) To receive an update following the recent Metro Group meeting (Supporting Paper I)
- ii) To consider and to agree the Town Council's stance regarding the proposed railway station project which is currently being developed for the town and to agree any associated budgetary provision.

14. Payments for Authorisation:

To examine and agree the accounts due for payment (Supporting Paper J to follow)

15. Planning Application – Reserved Matters:

To consider the Town Council's stance regarding the proposed development NGR 301216 106714 (West of Siskin Chase) Colebrooke Lane with a view to submitting its response to Mid-Devon District Council in its capacity as a statutory consultee. (Supporting Paper K)

16. Planning Committee's Terms of Reference:

- i) To receive and to note the Town Councils current Terms of Reference (Supporting Paper L to follow);
- ii) To consider revision of the Planning Committee's Terms of Reference and to
 - a) add full delegated authority for dealing with any matters pertaining to the Culm Garden Village and any planning consultations;
 - b) agree that all Town Councillors automatically become members of the Planning Committee but that the Quorum for this Committee remains as is current, at 3 no.

17. Members Questions

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

Note: questions are to be for the purpose of obtaining information and not for debate nor discussion.

18. Exclusion of the Press and Public

To consider passing a resolution to exclude the public and press during consideration of:

- **Agenda Item 19, Station Road Public WC Facility - on the grounds that publicity would be prejudicial to the public interest by reason of its confidential nature (Personal and Financial Information)**

19. Station Road Public WC Facility: To consider and to agree the terms of the Station Road public convenience sale (Supporting Papers M & N for Committee Members only)

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

Devon County Council report from John Berry

Covid 19 – Director of Public Health for Devon, Steve Brown reported that vaccination has been very successful with a reduction of hospital admissions and fatalities. Sadly, despite having the first vaccine some care home residents have lost their lives. No vaccine is 100% and will not prevent all transmission. The data shows that vaccination protects people from hospitalisation by about eighty per cent. And protection from dying from about eighty-five per cent.

“Even when you’ve been vaccinated, it’s still really important that you continue to adopt public health measures – and for now, stay at home as much as possible. If you do need to go out, make sure that you keep social distancing, wear a face covering when indoors in public spaces, and wash your hands regularly.”

Shielding advice for the clinically extremely vulnerable is to stop from April

Regular testing for coronavirus is the cornerstone for getting back to normal life. It's a vital part of keeping the spread of coronavirus under control, especially as one in three people don't have any symptoms and could be spreading it. PCR and Lateral Flow COVID-19 tests are available details on DCC Website, including [a map of locations](#). Locally three are test stations at Cullompton and Tiverton. Anyone with symptoms must isolate, and book a test via the Government Website or phone 119

Schools have had 95% attendance since returning on 8th March. Regular lateral flow testing is available for secondary school [pupils and college students](#), staff at nurseries, primary and secondary schools and colleges. Also available for anyone who has a job volunteering or come in contact with others, anyone who cares, and members of a household, childcare bubble or support bubble of school or college staff and pupils.

Home testing kits are also available to [order online](#) or collect [from an NHS test site](#). All businesses who signed up before 31st March.

School Meals vouchers As [art of a £2 million programme, families of more than 15,000 primary, secondary and sixth form college pupils in Devon who currently receive free school meals will automatically be [sent supermarket vouchers worth £30 per child to help them buy food during the Easter break](#). They can be redeemed in major supermarkets - Sainsburys, Tesco, Morrisons, Asda, Aldi, M&S Food and Waitrose. Families who cannot get to a supermarket can email freeschoolmeals@devon.gov.uk or call our education helpline on [0345 155 1019](tel:0345 155 1019). If not already on the scheme [apply](#) as soon as possible for the Easter holiday.

Ofqual Consultation until 9th April on how exams should run this Autumn- they are keen to hear from students, teachers, exam boards and the wider education sector on the proposals. The consultation follows the cancellation of GCSEs, AS and A level exams this summer. When the government set out its [policy on how grades would be awarded](#) it wanted students to have the opportunity to take exams in the autumn.

Broadband - Project Gigabit launching on 8th April will provide £9.2 million of investment to Connecting Devon and Somerset, through voucher schemes, aiming to provide full-fibre broadband to more than 6,750 homes and businesses. Currently in excess of £100 million of investment by CDS will provide connectivity to around 80,000 of the most rural properties in the UK. Airband, Truespeed and Wessex Internet, will install full fibre broadband across Devon and Somerset to more than 56,000 rural properties. It is hoped including Cullompton.

Devon has [received a national award for its 'outstanding contribution to healthcare'](#) during the height of the pandemic through a new scheme supporting unpaid carers. The Carers Hospital Service received the accolade at the Health Service Journal Awards 2020 this week for supporting thousands of unpaid carers.

Highways Drainage has a shortfall, there are 11 schemes ready to go in the new financial year totalling £175k and two further schemes that have been delayed due to landowner negotiations

Recycling Centres summer opening hours from 9 am -5pm Monday to Friday have been brought forward to help reduce congestion, Saturday 10am – 6pm

My thoughts are with anyone who has experienced Covid or has lost friends or family one year on and although it seems unlikely life will return to the old normal, it is to be hoped there are better things to come. Best wishes for Easter.

John Berry

Devon County Councillor for Bradninch and Cullompton

Phone 01884 32320 Email: john.berry@devon.gov.uk

Mid Devon District Council report from John Berry

Housing - Right to Buy (RTB) Receipts (Section 11(6) Retention Agreement) £565k has been reclaimed from Government to be invested in social housing which it is hoped will be delivered in 2021.

Restart Grant for business is being relaunched in April up to £18,000. Find out how much you could receive and where you'll be able to claim: <https://smallbusiness.co.uk/where-to-get-your-small.../>

Climate Change – MDDC have appointed a Climate Change Officer to advise and assist with meeting the target of Net Zero by 2030. A total of £38,000 has been received in grants to assist with the development of a Heat Decarbonisation Plan and delivery of Public Sector Decarbonisation Scheme to be rolled out to the leisure centres <https://www.middevon.gov.uk/further-good-news-for.../>

Town Centre Regeneration Partnership meeting has been changed – now on 23rd April, 10 am.
The Town Centre Masterplan was approved by the Planning Policy Committee on 18th March.

Skills Training – Free places for adults 19+ provide high quality free online training programmes to help people acquire vital skills required to move to a new career. Apply at: <http://soc.devon.cc/vd4xW>

John Berry

Mid Devon District Councillor for Cullompton South

Email: jberry@middevon.gov.uk



Town Clerk: Miss Joy Norris MSc ACG

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

enquiries@cullomptontowncouncil.gov.uk

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Minutes of the meeting of the Town Council held remotely on Thursday 25 February 2021 commencing at 19:00 hrs

Present

Chair: Councillor J Buczkowski

Councillors: M Dale, R Dietrich, I Emmett, G Guest, K Haslett, J Johns, L Knight, J Lochhead,
M Rowe, M Smith and C Snow.

In attendance

Devon County and Mid Devon District Councillor J Berry

YMCA Representative: H Hides

Officers: J Norris (Town Clerk) M Weston (Deputy Town Clerk)

3 members of the press attended the meeting

3 members of the public attended the meeting

214. Mayor's Announcements

The Mayor made announcements relevant to the work of the Town Council which included:

- On 4 February the Mayor had attended the Cullompton Health & Wellbeing Alliance, hosted by the charity Involve and brought together various volunteer groups and healthcare providers and it was very heartening to hear about the amazing work which is ongoing and the time people invest into the community
- 12 February Culm village forum – this provided an update and overview of the Cullompton Master Plan, garden village and north west development along with updates on the relief road and heritage action zone projects. This information was cascaded to all Councillors as part of the briefing on the work of the Special Projects Officer that was held on 16 February. On 17 February the Mayor represented the Town Council at a meeting of the CCA Trustees
- 23 February there had been a training sessions for all Councillors entitled "Roles, Responsibilities and Decision Making."
- There are still 2 vacancies for Councillors to be filled by co-option and applications are welcome from people of all backgrounds in the community that have a desire to represent the town and help shape the future.

- The Post Office have reconsidered their decision to remove the ATM at the town's post office and it will be staying. This is positive news and the Mayor said thank you to the Town Team for their efforts in reaching out to the Post Office Management and convincing them to change their decision.

215. Apologies for Absence

An apology for absence was received from Councillor Andrews.

216. Declarations of Interests

No Declarations of Interest were made regarding any items on the Agenda at this point in the meeting.

217. Public Participation

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

Speaker 1

Requested information on the work of the Town Council with the Keystone project.
The Mayor said that the Town Clerk would respond.

Speaker 2

Cllr J Berry' written report had been circulated to Town Councillors that afternoon but there was a correction in that children are going back to school on 8 March not 15 March as stated in the report.

Adult care and childrens services and carers have been awarded several million pounds in the budget and that is the main reason for the budget increase.

When speaking to the PCC the Councillor has asked for speed tests in Cullompton and since then the speed detection van has been seen twice in the area. The Councillor has also asked for increase in number of police seen in the town and more local interaction with the community – for example going into the schools.

218. Minutes

The draft Minutes of the meeting held on 28 January 2021 were considered. (Supporting Paper A to the Agenda)

RESOLVED that the draft minutes of the meeting held on 28 January 2021 be confirmed as a correct record.

219. Action List

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

220. Recommendation from Policy, Finance and Personnel Committee – Complaints Policy and Procedure

The recommendation of the Policy, Finance and Personnel Committee regarding a revised complaints policy and procedure was considered. (Supporting Paper C to the Agenda)

RESOLVED that the Complaints Policy and Procedure attached as Appendix A to these minutes, be adopted and implemented.

- 221. Recommendation from Policy, Finance and Personnel Committee – Employee Code of Conduct**
The recommendation of the Policy, Finance and Personnel Committee regarding an Employee Code of Conduct was considered. (Supporting Paper D to the Agenda)

RESOLVED that the Employee Code of Conduct attached as Appendix B to these minutes, be adopted and implemented.

- 222. Recommendation from Policy, Finance and Personnel Committee - Budget re-allocations**
The recommendation of the Policy, Finance and Personnel Committee regarding budget re-allocations was considered. (Supporting Paper E to the Agenda)

RESOLVED

- (i) That £16,000 from the rebate of non -domestic rates is allocated to the Earmarked Reserve for cemetery projects
- (ii) That £25,000 is returned to the General Reserve from the Earmarked Reserve for 19 High Street
- (iii) That £35,000 remains in the 19 High Street Earmarked reserve and Committees are asked what projects on their workplans could be brought forward to use the money; the Town Council to consider the suggestions and re-allocate the £35,000 within the first quarter of the 21/22 financial year

Note: 19:21 hrs Cllr Rowe left the meeting due to technical difficulties and returned at 19:24hrs

- 223. Recommendation from Policy, Finance and Personnel Committee - Business Procedures Risk Register**
The recommendation of the Policy, Finance and Personnel Committee regarding the Business Procedures Risk Register was considered. (Supporting Paper F to the Agenda)

RESOLVED that the Business Procedures Risk Register attached as Appendix C to these minutes, be approved.

- 224. Recommendation from Policy, Finance and Personnel Committee - Audit Reports**
Consideration was given to the recommendations of the Policy, Finance and Personnel Committee regarding

- (i) External Audit of 19/20 Annual Governance Statement and Annual Return (Supporting Paper G to the Agenda)
- and
- (ii) Interim Internal Audit (Supporting Paper H to the Agenda)

It was requested that the minutes record the fact that once again no fault has been found with the Town Council's accounts.

RESOLVED

- (i) that the External Auditor's report is received and noted but the Council's disappointment that planned expenditure was not recognised is recorded.
- (ii) that the Internal Auditor's interim report is received and noted.

225. Recommendation from Community Wellbeing Committee

Consideration was given to the recommendation of the Community Wellbeing Committee regarding the help@hand App. (Supporting Paper I to the Agenda)

RESOLVED

- (i) that the Town Council have a trial of the help@hand app for a period of one year at a cost of £850.00
- (ii) that the trial starts in the 21/22 financial year
- (iii) that the funding cost is met from the Community Wellbeing general fund

Note: 19:30 hrs Cllr Johns declared a pecuniary interest in this agenda item as a healthcare provider and went into the waiting room whilst the agenda item regarding the help@hand App was discussed and voted on; Cllr Johns was re admitted to the meeting at 19:33hrs

226. Recommendation from Policy, Finance and Personnel Committee – Grant Application

Consideration was given to the recommendation of the Policy, Finance and Personnel Committee regarding a grant application from the Community Life Hub Group. (Supporting Paper J to the Agenda)

RESOLVED

- (i) that Community Life Hub Group be awarded a £50.00 grant towards the Crafty Bag scheme
- (ii) That the Policy, Finance and Personnel Committee are given delegated authority to determine any grant application received until the end of the current financial year

227. Grant Application

Consideration was given to a grant application from the Keystone Project for a craft project. (Supporting Paper K to the Agenda)

RESOLVED to award the Keystone project a grant of £160.00 towards setting up a needle-felting project

Note 19:35 hrs Cllr Smith declared a personal interest in this agenda item as he knows the project workers at the keystone project.

228. Committee Composition

Consideration was given to requests from Cllrs Emmett and Snow to sit on Committees. (Supporting Paper L to the Agenda)

RESOLVED

- (i) That Cllr Emmett is appointed to sit on the Cemetery and Town Hall Committee
- (ii) That Cllr Snow is appointed to sit on the Policy, Finance and Personnel Committee
- (iii) That Cllr Emmett is appointed to sit on the town centre and Economic Development Committee

229. Bank Signatories

Consideration was given to adding

- a) Cllr Lochhead (Chair of Policy, Finance and Personnel Committee) to be a full signatory to the Lloyds Current account and the 32 day notice account
- b) To add Maria Weston (Deputy Town Clerk) to the on-line banking system with delegated access (the same access as the Town Clerk has)

RESOLVED

- c) That Cllr Lochhead be a full signatory on all the Town Council's bank and building society accounts
 - (i) That the Deputy Town Clerk is given the same level of access to the Town Council's various bank and building society accounts as the Town Clerk

230. Payments for Authorisation

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

RESOLVED that the invoices due for payment totalling £28,862.09 gross and the Direct Debits and standing authorisation items of £1,476.53 be approved.

231. Youth Services

To receive and to note the Cullompton YMCA's report regarding its service level agreement and to agree any associated payment (Supporting Paper N to the Agenda)

RESOLVED to pay the YMCA 50% of the amount originally agreed for the 2020/21 year

232 Parking St George's View, Cullompton

Consideration was given as to how the Town Council wished to proceed following complaints from a number of residents (Supporting Paper O to the Agenda)

This matter had previously been raised at Public Participation on 7 August 2020 and as a substantive Agenda item on 24 September 2020.

RESOLVED

- (i) That a letter is sent to Devon County Council requesting
 - a) That parking bays are introduced into Willand Road between St George's View and Goblin Lane, similar to those that are in Tiverton Road where you have parking bays a gap and then parking bays
 - b) That a resident's parking scheme is introduced into St George's View on the condition that there is consultation with all properties in St George's View who are made aware of all the conditions regarding the availability of permits etc and that the consultation receives a positive response
- (ii) That both District Councillors and County Councillors are contacted and asked to formally support the requests outlined in (i) above and they are supplied with the correspondence received from residents and up to date information about the possibility of purchasing permits for use in Station Road Car park

233 20:00hrs

RESOLVED to adjourn the meeting for 5 minutes

234. East Cullompton / Garden Village Initiative and Associated Infrastructure

Consideration was given to the Town Council's stance regarding matters associated with the large scale / large impact projects that are currently being developed for the town. (Supporting Paper P to the Agenda)

RESOLVED

- (i) That Cullompton Town Council should take the lead in the public consultation to find out what local people want in a country park.
- (ii) That overall responsibility and decision making regarding the public consultation to find out what local people want in a country park is delegated to the Planning and Licensing Committee.
- (iii) That the Special Projects Officer supports the Planning and Licensing Committee in its role regarding the public consultation to find out what local people want in a country park.
- (iv) That in principle Cullompton Town Council is prepared to consider more than 5000 houses provided that infrastructure required by a community (e.g. roads, motorway junction, schools, health and medical facilities) is provided and ready for use before the additional houses are occupied.
- (v) That as part of the master planning exercise, provision is made for a motorway services area for Cullompton, Junction 28 but not necessarily in the current location.
- (vi) That as the Town Council is already making a financial contribution to the feasibility study for the railway station the "powers that be" should come back with a funding proposal for consideration.

235 **21:00hrs RESOLVED** to extend the meeting until 21:15hrs

236 **East Cullompton / Garden Village Initiative and Associated Infrastructure**

RESOLVED

- (i) That in principle Cullompton Town Council would like a proper J28a across the motorway, not bus only slip roads
- (ii) To delegate monitoring progress of planning for the new motorway junction to Planning and Licensing Committee working in conjunction with Devon County Council and Highways England and the Mid Devon Master-planning Group

237. **Members Questions**

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

There were no Members' questions.

The meeting closed at 21:12hrs

No	Date of Meeting	Agenda item/Topic / Minute No	Resolution	Financial implications	To be actioned by	Priority	Remarks
1	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		<p>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 10.08.20 confirmation received that power has been disconnected Agreement drafted by CTC Staff now to be forwarded to Tozers for checking Changes suggested by Tozers to be incorporated then document re-checked Document forwarded to Tozers 06.01.2021 for further check Agreement has been approved by CTC Solicitor is now with purchaser to check final details</p> <p>Deputy Town Clerk has been in touch with buyer' completion date to be agreed once lockdown is eased</p>
2	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		<p>On Agenda for 08.12.20 to clarify minute Minute clarified; minutes amended with appropriate reference</p> <p>Virement actioned 13.02.21</p>

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

3	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		
4	11/06/2020	Queen's Birthday Honours	Write nominations		TC		Nomination submissions have been drafted
5	23/07/2020	chromebooks for Cullompton Community College	<p>(i) Pay for 10 chromebooks</p> <p>(ii) write to both neighbouring parishes asking them to consider making a similar donation and to our District and County Councillors to ask how they may be able to support the initiative.</p>		TC		<p>Community College contacted re purchase of 10 Chromebooks; invoice awaited from college supplier (chromebooks ordered and invoice arrangements being administered by CCC)</p> <p>Invoice not rec'd CCC informed by email on several occasions</p> <p>There is a delay with the chromebooks being supplied to CCC</p> <p>21.01.21 Original spec no longer available, new cost £2180. CCC told to go ahead and order.</p> <p>invoice on payments list for approval by Council 25.02.21</p>

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6	27/08/2020	Committee Documents	- Cllr Buzckowski's proposals (i) inform staff of changes required to future agendas and minutes (ii) update meetings protocol guidance (iii) Change Zoom settings to enable recording (iv) set up account with sound cloud and link to CTC website (v) transfer all audio and video recordings of meetings held by CTC to sound cloud account		TC	(i) staff informed of changes to committee documents (ii) Zoom settings changed 03.09.20 Sound cloud account set-up recordings are being transferred committee by committee with links from the Town Council website 06.01.2021 Audio recordings of meetings held since resolution made are available on sound cloud via links on the relevant committee page of the <u>Town Council's website</u>
7	27/08/2020	Station Road Toilets	Inform developer of Council response		TC	Developer informed by phone (letter also to be sent)
8	10/11/2020	Monitoring Officers Report	(i) Issue any existing NALC Guidance to Cllrs plus a briefing note covering recommendations 1-3 of report (ii) Research policy as described by MO for meeting notification		TC	(i) DCLG guidance, NALC Legal Topic Note and general advice emailed to Councillors (ii) 19.01.21 Monitoring Officer facilitated Councillor training session
9	26/11/2020	Grants	make grant of £250.00 to Cullompton Rangers Youth Football		TC	Waiting for club bank details
10	26/11/2020	Reps on outside bodies	(i) contact non-councillor reps on Cullompton United Charities to see if they are willing to continue (ii) Contact o's bodies advising them of their reps (iii) Update list & info on website		TC	List updated The list of bodies and representatives will be reviewed as part of the Annual Town Council meeting
11	02.12.2020	Grant Application	notify Cultural Consortium of grant award		TC	Waiting for results of funding bid to be announced - Heritage England have said it will not be until after the May2021 elections

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12	28.01.21	Scheme of Delegation / terms of reference	(i) update scheme of delegation / terms of Reference (ii) put updated scheme of delegation / terms of reference on website (iii) email updated scheme of delegation / terms of reference to Councillors fso they can update memory sticks		TC		22.03.21, Delegations / ToR Document updated, revised edition put on CTCV website and emailed to all Town Councillors
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POLICY TITLE	Whistleblowing Policy
POLICY NO	
Adoption Date	
REVISION DATE	
REVIEW DATE	3 years
REPLACES POLICY	
POLICY AIM	This policy sets out the procedure to ensure that the Town Council deals with Whistleblowing and that employees who speak up are treated fairly.

1. Policy Statement

Employees are often the first to realise that there may be something wrong within their organisation. However, they may not feel able to express their concerns because they feel that speaking up would be disloyal to their colleagues or to their employer. They may also be apprehensive about the consequences and they may mistakenly feel that it may be easier, therefore, to ignore the concern rather than report what may be no more than a suspicion of malpractice.

Cullompton Town Council is committed to the highest standards of openness, probity, and accountability. It expects employees, and others that it deals with, who have serious concerns about any aspect of the Council's work, to come forward and voice those concerns. The word 'whistleblowing' in this procedure refers to the disclosure, internally or externally, by employees of malpractice, as well as illegal acts or omissions at work.

This policy makes it clear that all employees can report, in a confidential manner, their concerns without fear of victimisation, subsequent discrimination or disadvantage, and is intended to encourage and enable serious concerns to be raised with the Town Council, rather than overlooking a problem or 'blowing the whistle' outside. It is stressed that under the Public Interest Disclosure Act 1998, employees of the Town Council who speak out

against corruption or malpractice at work have statutory protection against victimisation, dismissal or other disadvantage.

2. Scope

This policy applies to employees of Cullompton Town Council. Agency workers, casual workers and other individuals performing functions for the Council, such as contractors, are also encouraged to use the procedure.

3. Aims

This policy aims to:

- Encourage employees to feel confident in raising serious concerns in those cases where they do not wish to use the normal reporting routes within their departments;
- Provide alternative avenues for raising concerns;
- Ensure that responses to concerns are made; and
- Reassure employees that they will be protected from possible reprisals or victimisation if they have made a qualifying disclosure to address their concerns.

4. Background

The law provides protection for employees who raise legitimate concerns about specified matters. These are called 'qualifying disclosures'. A qualifying disclosure is one made in the public interest by an employee who has a reasonable belief that one of the following is being, has been, or is likely to be committed:

- A criminal offence;
- A miscarriage of justice;
- An act creating a risk to health and safety;
- An act causing damage to the physical environment;
- A breach of any other legal obligation; or
- Concealment of any of the above

An employee who makes such a protected disclosure has the right not to be dismissed, subjected to any other detriment (e.g. disciplinary action), or victimised because he/she has made a disclosure.

The employee has no responsibility for investigating the matter; it is Cullompton Town Council's responsibility to ensure that an investigation takes place.

The Council fully understands that employees who are members of a Trade Union may, in the first instance, wish to seek advice and guidance from their Union on the application of this Procedure.

This procedure is for disclosures about matters other than a breach of an employee's own contract of employment. If an employee is concerned that his/her own contract has been, or is likely to be, broken, he/she should use the Council's Grievance Procedure.

5. Safeguards

5.1 Harassment or Victimisation

Cullompton Town Council recognises that the decision to report a concern can be a difficult one to make, not least because of the fear of reprisal from the person(s) who is/are the subject of the complaint. However, if employees state the truth when making a disclosure they should have nothing to fear because they will be doing their duty to their employer and those for whom they are providing a service.

Cullompton Town Council will not tolerate any form of harassment or victimisation by any worker and will take appropriate action to protect individuals when they make a qualifying disclosure.

5.2 Confidentiality

All concerns will be treated in confidence and every effort will be made to protect an employee's identity if that is their wish. At the appropriate time, however, they may need to be called as a witness, following a full factual investigation of the concerns raised.

5.3 Anonymous Allegations

In order to ensure that employees receive the protection of the Public Interest Disclosure Act 1998, employees should put their name to their concern. Concerns expressed anonymously are much less convincing. Anonymous concerns and allegations will therefore be investigated at the discretion of the Town Council.

In exercising the discretion the factors to be taken into account would include:

- The seriousness of the issues raised;
- The credibility of the concern; and
- The likelihood of confirming the allegation from factual evidence.

5.4 Unsubstantiated Allegations

If an employee makes an allegation which they reasonably believe to be true but it is not confirmed by the investigation, no action will be taken against them. However, if they make an allegation frivolously, maliciously, or for personal gain, disciplinary action may be taken against them.

6. Procedure For Making A Disclosure

6.1 Step One – Raising a Concern

Whenever possible you should raise your concern with your line manager. If this is not appropriate, you should approach the Town/Parish Clerk. If the complaint is about the Town/Parish Clerk then your concern should be raised with the Chair of the Staffing Committee.

6.2 Step Two – How The Council Will Respond

The action taken will depend on the nature of the concern. The matters raised may:

- be investigated internally by management, or through the disciplinary or other internal process
- be referred to the Police
- be referred to the External Auditor
- form the subject of an independent inquiry.

In order to protect individuals and the Town Council, initial enquiries will be made to decide whether an investigation is appropriate and, if so, what form it should take.

Concerns or allegations which fall within the scope of specific procedures of Cullompton Town Council will normally be referred for consideration under those procedures. Some concerns may be resolved by agreed action without the need for investigation. If urgent action is required this will be taken before any investigation is conducted.

You will be written to within ten working days:

- acknowledging that the concern has been received
- indicating how the Council proposes to deal with the matter
- giving an estimate of how long it will take to provide a final response
- informing you if any initial enquiries have been made
- whether further investigations will take place and, if not, why not

6.3 Contact

The amount of contact between the officers considering the issues and you will depend on the nature of the matters raised, the potential difficulties involved and the clarity of the information provided. If necessary, further information will be sought.

6.4 Attending Meetings

When any meeting is arranged you have the right to be accompanied by a trade union representative or a workplace colleague who is not involved in the area of work to which the concern relates.

6.5 Support

Cullompton Town Council will take steps to minimise any difficulties you may experience as a result of raising a concern. For instance, if you are required to give evidence in criminal or disciplinary proceedings, Cullompton Town Council will advise or arrange for you to have advice about the procedure.

Cullompton Town Council will not tolerate harassment or victimisation (including informal pressures) and will take action to protect individuals who raise a concern in good faith.

Cullompton Town Council accepts that you need to be assured that concerns will be properly addressed and, subject to legal constraints, will provide information about the outcomes of any investigations.

7. How The Matter Can be Taken Further

This procedure is intended to provide individuals with an avenue to raise concerns within Cullompton Town Council. If you are not satisfied, and feel it is right to take the matter further, the following are possible contacts:

- Public Concern at Work
- Audit Commission
- the Police
- Health and Safety Executive
- Her Majesty's Revenue and Customs

If a matter is taken outside Cullompton Town Council you must take all reasonable steps to ensure that confidential or privileged information is not disclosed. If in doubt, check with the **Town Clerk**.

Agenda Item 9. Recommendation from the Policy, Finance and Personnel Committee – Grants

Recommendation:

To consider the recommendation from the Policy, Finance & Personnel Committee (at its meeting held on 11th March 2021) that the excess and committed grants (as defined in the report below totalling £740.00) are settled from General Reserves.

Copy of Report supplied to the Policy, Finance & Personnel Committee on 11th March 2021

NB: Report Prepared: 06 March 2021

Report Author: Responsible Financial Officer

Grant Budget

RECOMMENDED

- (i) that the Committee consider whether or not any virements are required to increase the budget allocated for grants**
- (ii) that the Committee consider whether it wishes any part of the grants budget to be carried forward to 2021/2022 for grants that have been agreed in 20/21 but not paid**

Introduction

1. The grants budget (account code 4075) for 2020/2021 is £3,000 and grants awarded this year exceed that budget.
2. The table below shows the grant applications that have been agreed so far this year.

Meeting Approval Date	Organisation	Grant purpose	Amount	Reducing balance	Notes
Council 28.05.2020	Cullompton Family Centre	Healthy snacks/ art supplies	£200.00	£2,800	Paid 27.07.20
Council 28.05.2020	YMCA	Raised beds/ gardening equipment	£400.00	£2,400	Paid 27.07.20
Council 23.07.2020	Cullompton Community College	Chrome Books	£1,180	£1,220	(i) Agreed £1,000 to be met from youth services provision and balance from grants budget (ii) invoice approved at Feb Council meeting (iii) paid 04.03.21
Council 10.11.20	Culm Valley Car Scheme	Service costs	£300.00	£920	Paid 25.01.21
Council 26.11.2020	Cullompton Rangers Youth Football	Winter wear, training tops away kit	£250.00	£670	Not paid as yet – awaiting bank details
Council 08.12.20	Cullompton Cultural Consortium	Cullompton Cultural Programme	£1,000	-£330	(i) Not paid yet – awaiting outcome of bid to National Heritage fund (ii) MDDC will be the bankers for this project

Policy, Finance and Personnel 11.02.21	Willowbank Primary School	COVID	£200.00	-£530	Paid 19.02.21
Council 25.02.21	Cullompton Community Life Hub	Craft bags for use by isolated people during lockdown	£50.00	-£580	Due for payment in March
Council 25.02.21	Keystone Project	Set up a needle felting project	£160.00	-£740	Due for payment in March

Further information

3. When the grant for the Chromebooks was agreed the final cost was not known, the invoice was received in late January and due to the pandemic and increased demand the costs had risen substantially from those originally estimated by the Community College.
4. In addition, applications have been actively encouraged from organisations who are providing services and running projects to help people cope during the pandemic and lockdown situations.
5. An application has very recently been received from the Cullompton Community Association for £300.00 to “..... hold monthly walks, trials, identification sessions to introduce more to the trees, wildlife, flowers and birds using hand out material and occasionally local expert help” (this will go to either March Town Council or April PFF for consideration).
6. The Cullompton Cultural Consortium is still waiting to learn the outcome of its bid for £110,000, a decision was expected by the end of January 2021. The Clerk has spoken to the person who submitted the grant application to the Town Council and it is very unlikely that the Town Council grant will be required in the current financial year.
7. Cullompton Rangers Football Club have been requested to provide the club’s bank details but the information has not yet been received.

Possible Actions

8. The Committee may consider not taking any action is appropriate as overall the Committees expenditure is within budget for the year (see page 4 of the income and expenditure account Supporting Paper D) and the overspend demonstrates the grant need in what has been an unusual year.
9. The Committee may wish to consider a virement (budget re-allocation) so that the end of year grant expenditure is within budget. If a virement was considered to be the way forward it is suggested doing a virement from Office Equipment – Account code 4070 - it has a budget of £5,765 of which only £588 has been spent (there is expenditure of approx. £500.00 still to be coded here: Laptop for the new supervisor and 3 microphones for zoom meetings) but that still leaves scope for a virement of £1,100 or slightly more (that would cover all the current applications if Council were so minded to give the amounts requested).
10. It is possible that not all the grants awarded will be paid in the current financial year so the Committee’s instructions regarding making a request to Council to carry forward grant allocations is required.

Agenda Item 10 - Recommendation from the Community Wellbeing Committee - Allotment Provision

RECOMMENDATION:

For the Town Council to consider the recommendation from the Community Wellbeing Committee that the Town Council does not look to manage the proposed allotment site at the planned Culm Valley Park Development (near Siskin Chase)

Copy of Report as supplied to the Community Wellbeing Committee is below for your reference:

Report Author: Maria Weston – Deputy Town Clerk

11th Feb'21

Allotment Provision/Management – Culm Valley Park Development

We have been approached by the developer, Taylor Wimpey Exeter, in relation to whether the Town Council would like to manage a new allotment site as proposed for the planned new development near Siskin Chase. At the last Committee meeting (21st January 2021), members considered the feasibility of this and it was:

RESOLVED: That the Community Wellbeing Committee are, in principle, happy with the proposal to manage the proposed allotment site at the planned Culm Valley Park Development, near Siskin Chase but that it would like confirmation:

- i) of the tenure of the site: Is it freehold or leasehold?;
- ii) that this will be a 'finished' site i.e. The Town Council would be looking for a fenced site (boundary) with access gate/s, water supply (with a means for the Council to turn the water on/off) and sturdy paths;
- iii) of any financial settlement that the developer is going to provide in order for the Town Council to take on this site.

We have now received a response to these points from Taylor Wimpey:

- I. The tenure would be freehold. We would agree a Transfer between us and only ask that the land in question is kept as allotments in perpetuity.*
- II. The area would be delivered as a finished site, as per the designs * approved via our Reserved Matters application. The attached design shows a total area of 630m², which includes three parking spaces, tree planting and paths etc. The plots themselves are divided in to 75m², 125m² and 125m² pitches. The area is bordered by hedges, with several apple and a single cherry tree on the boundary.*
- III. We would not be proposing any commuted sum with the Transfer. Should the Town Council not take on the allotments, we would transfer them to an on-site management company instead.*

Author: Maria Weston – Deputy Town Clerk

19/03/21

Agenda Item 11 Fees and Charges

Recommendation: For the Town Council to consider and to approve the increase to:

- i) Allotment Fees 2022-23 (Haymans Close & Top Field Allotment sites);
- ii) Cemetery fees 2021-22

i) ALLOTMENTS

Description	2020-21	Increase & %	Current Fee 2021-22	Increase & %	Proposed Fee 2022-23	Recommended By
Top Field						
Half Plot	£18.00	£2.00 11%	£20.00	£5.00 25%	£25.00	Community Wellbeing Committee 18/2/2021
Full Plot	£35.00	£5.00 14.28%	£40.00	£5.00 12.5%	£45.00	
Haymans Close						
Half Plot	£13.00	£2.00 15.38%	£15.00	£5.00 33.33%	£20.00	Community Wellbeing Committee 18/2/2021
Full Plot	£24.00	£6.00 25%	£30.00	£5.00 16.66%	£35.00	

ii) CEMETERY

Recommendation:

For the Town Council to consider and to approve the increase to the Council's cemetery fees as per the Resolution made at the Cemetery & Town Hall Committee meeting on 3rd December 2020 (as below)

RESOLVED:

That the Cemetery & Town Hall Committee approve the following changes to its Cemetery Schedule of Fees chargeable (2021-22). These changes to be effective as from 1st April 2021

- i) An increase to the cost of a 75 year Grant of Exclusive Right of Burial Plot from £1,754.00 to £2,794.00 - to bring this charge 'in-line' with that of Mid-Devon District Council's fee. (Tiverton and Crediton Town Council's cemeteries);*
- ii) A 10% 'across the board' increase, to the nearest whole pound, of all other cemetery fees and associated costs as shown on the Cemetery Schedule of Fees Report (2020-21)*

NOTE: If there is a valid reason for the disparity with the 75 year grant figures, this should be referred back to the Committee for member's consideration.

NOTE:

- i) It has subsequently been advised that there was no reason as to why there was such disparity with what Cullompton Town Council had historically been charging for a 75 year grant of Exclusive Burial Plot (i.e. £1,754.00) compared to that of say, other local cemeteries who were charging a substantial amount more (i.e. £2,794.00).

- ii) Please refer to following copy of a report supplied to the Cemetery & Town Hall Committee (at its meeting on 3rd December 2020) which outlines the fees that were being charged both at that time and in previous years. This was used by Committee to make its decision (resulting resolution)

Author: Maria Weston – Deputy Town Clerk
19/03/21

10
Agenda Item 9, Cemetery Schedule Fees

Decisions Required

- i) To review the Cemetery fees for 2021/2022.

The following are 2020/2021 Cullompton cemetery fees with cemeteries at Mid Devon District Council and Exeter City Council comparisons.

	Cullompton	Mid Devon - Crediton/ Tiverton	Exeter
INTERMENT FEES			
Under 18	No Charge		
Single depth/re-open	£984.00	one charge	one charge
Double depth	£1,127.00	£1,052.50	£1,200.00
Cremated Remains	£219.00	£173.00	£200.00
Saturday/Public Holiday Surcharge	Ashes £143.00	£183.00	
	Burial £286.00	ashes only	
30 YEAR GRANT OF EXCLUSIVE RIGHT OF BURIAL INCLUDING THE RIGHT TO ERECT A MONUMENT			
Under 18	No charge	No charge	No charge
Cremated Remains	£367.00	£328.00	£600 2 sets £1,200 4 sets
Adult Grave	£1,091.00	£1,140.50	£1,200.00
75 YEAR GRANT OF EXCLUSIVE RIGHT OF BURIAL INCLUDING THE RIGHT TO ERECT A MONUMENT			
Under 18	No charge	£1,027.50	
Cremated Remains	£877.00	£826.00	
Adult Grave	£1,754.00	£2,794.00	
ADDITIONAL FEES			
Use of the Chapel	not available	£81 – ½ hour £89 - 1 hour	£160 no charge under 16
Administration fee	£11.00	£33.00	£56.50
Research fee	£11.00	none	none (Max £171.80 exceptional request)
Right to erect a memorial for a grave purchased prior to 1 April 2014	£194.00	£177.50	£200.00
Additional inscription on a memorial	£143.00	£108.00	£108.00
Installation of kerbing on an adult grave up to 7 feet (2,130mm) x 3 feet (920mm)	£1,459.00	£440.00	
Installation of kerbing up to 7 feet (2,130mm) x 7 feet (2,130mm)	£1,612.00		
Installation of kerbing on a child's grave	£286.00		
Individual Bench	£576.00		
Communal Bench	£286.00		

	Cullompton	Mid Devon - Crediton/ Tiverton	Exeter
NOT INCLUDED ON CULLOMPTON'S SCHEDULE OF FESS			
Scattering of Ashes		£173.00	£150.00
Scattering of ashes beneath memorial tree		£541.00	
10 year extension to a 30 year ERB			£170.00
Lawn memorial			£410.00
Vase			£150.00
Child's headstone			£70.00
Plaque on existing bench 10 yr lease			£360.00
Wall Plaque (4" x 2")		£108.50	
To erect a headstone on a child's grave		£108.00	
To place a Tablet/ledger (18" x 18") or a vase		£108.00	
To place a Tablet/ledger (18" x 36")		£205.50	
To place a Tablet/ledger (larger than 18" x 36")		£325.50	
To place open kerbing up to 7' x 3'		£284.00	
To place open kerbing larger than 7' x 3'		£518.50	
To place fully enclosed kerb set		£609.00	

Report Author: Admin Assistant

Report Prepared: 26.11.2020

Agenda Item 12 Draft Resource & Waste Start

Recommendation: For the Town Council to consider its view on the new Devon County Council Draft Resource and Waste Strategy.

We have been advised by Devon County Council that the Draft Resource and Waste Strategy for Devon and Torbay has been published for consultation.

Link: <https://www.devon.gov.uk/haveyoursay/consultations/draft-resource-and-waste-management-strategy-for-devon-and-torbay/>.

There is a Public Consultation which runs until Wednesday 14th April and the responses will help shape how Local Authority Collected Waste is managed in Devon up to 2030. Cullompton Town Council has been invited to reply.

The new document will present how the 10 councils responsible for waste collection or disposal in Devon, will continue to work with residents to try to reduce the amount of household waste created and continue to ensure that waste is managed in a sustainable and cost-efficient manner.

The last review of Devon's Resource & Waste Management Strategy was in 2013, and since then there has been a range of developments which impact on waste management services. These include changes in national waste policy with the publication of the Government's Resource and Waste Management Strategy in 2018 as well as other waste consultations around a consistent waste collection service, deposit return scheme for drinks containers and an extended producer responsibility scheme for packaging materials. Other impacts include climate change and Brexit.

As a consultee, we are invited to read the draft strategy and then respond to a series of questions on subjects including reducing carbon emissions, food waste, reducing waste, increasing recycling and reuse.

The consultation responses will then be reviewed, and an amended strategy will be presented for final approval to the Devon Authorities Strategic Waste Committee (DASWC) and individual councils this summer, with the intention to publish the final strategy at the end of the year.

Agenda Item 13 Cullompton Railway Station /Metro Group

Recommendation: For the Town Council to note the report as submitted by Cllr. Smith in relation to the recent Metro Group meeting.

Please see below for an overview of items as discussed at a recent meeting of the Metro Group on 25th February 2021 and as reported on by Cllr. Smith.

NOTE: Author: Cllr. Martin Smith

*“Attendees: Neil Parish MP, Rebecca Pow MP
+ representatives from: LEP, Network Rail, Great Western Railway,
Rail Future Devon & Cornwall
Councils: Cullompton Town Council, Devon County Council,
Mid-Devon District Council, Somerset West and Taunton District
Council, Somerset County Council, Wellington Town Council*

As you will see, the group has some very high-level representation. Rebecca Pow began the meeting relating how she had spoken with the Rail Minister, Chris Heaton-Harris that morning and was encouraged by his response to the progress made by this group.

Presentations were made:-

- 1. Strategic Outline Business Case (SOBC) - progress since last Board meeting (WSP)*
- 2. Next stages of technical work and funding (IH/SP/ AW)*
- 3. DfT and Network Rail processes (NR)*
- 4. Update on rail services (GWR)*

The presentations were greatly encouraging – WSP have done a great deal of detailed work on the Strategic Outline Business Case – now submitted and being evaluated – high level meetings during March with a decision expected in mid-April. Out of the 25 or so station bids nationally, several have already been told that they have been unsuccessful – but ours continues to make great progress.

The joined-up approach with our MP’s, Somerset, Somerset West DC, Taunton, Wellington, Devon, Mid Devon, Cullompton, the L.E.P., Network Rail, GWR and Rail Future all committed to the project, is carrying great weight with the government who have the major national projects of restoring the railways to help meet the Zero Carbon Economy goals.

A great deal of detailed analysis has been done – conclusions on the best location for Cully station at the site of the old station and Wellington at Nyne Head. Lots of sensitivity studies have generated a compelling business case – particularly for the student population requiring travel from Wellington and Cullompton to find tertiary education.

Cost estimates - Wellington £15.5 million, Cully £14.5 million with very favourable pay-back for the hourly service scenario.

A lot of preparatory work has gone on in Exeter with new depot and station extensions to prepare for the extra staff and rolling stock. The management case indicates completion by 2025!!

Delivery of the project most likely through Network Rail – but other mechanisms are possible. Department for Transport will provide 75% of the £30 million from the New Stations Fund, with 25% being matched locally. Ian Harrison of the LEP outlined the different funding opportunities for a blended funding plan including S.106, partnership investment, HIF, levelling up, DCC/SCC and Town Councils. As one of the two major sponsors – Steven Walford of MDDC assured Wellington and Cullompton Town Councils that their historical financial commitments have been well noted and that there will not be an unsustainable burden on the Town Councils to provide the outstanding 25%!!! The sums of money are beyond any of the local, District and even County Councils. We are in good company! And the LEP and government are on the case with their own big objectives in mind.

Next steps:- The SOBC has been accepted with a strong positive business case presented. Now is the time to “keep our foot down” – any delays now will reflect in direct delays to the project – all of the will, need, funding and competence is in place. Key evaluations are scheduled by 5th March, another national Rail expert panel on 11th March with a “go ahead” decision expected mid-April.

Mid Devon is right in the frame as co-sponsors – the Cullompton Masterplan, Garden Village, Eastern Relief Road, transport hub, NW extension are all being considered together to provide the best outcome for Cullompton. “

Agenda No 14, Payments for Authorisation

To be paid by Electronic Banking						
Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Description	A/C	N
26/02/2021	INV-15242	3644	ATLAS	Monthly Safety Services	4063	
			ATLAS Total			
28/02/2021	838207	3645	DEVON COMMERCIAL	Stamps & stationery	4051 & 4052	
			DEVON COMMERCIAL Total			
19/03/2021			Community Life Hub	Grant for craft bags		
			Community Life Hub	Total		
03/03/2021	2378	3646	HALCYON	Play area grounds maintenance	4125	
			HALCYON Total			
23/02/2021			Karen Herring	Refund of overpayment		
			Karen Herring	Total		
			Keystone Project	Grant		
			Keystone Project	Total		
15/02/2021	155765	3651	LABDON	Square anchors for blocks	4310	
15/02/2021	155821	3652	LABDON	Plastic side entry float valve	4310	
26/02/2021	157210	3675	LABDON	Side Entry Float Valve	4310	
11/03/2021	158994	3668	LABDON	Ground Check Pegs	4200	
24/02/2021	157014	3653	LABDON	Syphon/gloves/19x38 tan	4120	
10/03/2021	158827	3665	LABDON	Black Polythene	9070	
11/03/2021	158941	3666	LABDON	Heavy Duty Hand Tacker	4120	
11/03/2021	158993	3667	LABDON	Weedban	4200	
			LABDON Total			
27/01/2021			Louise Maddocks	Postage expenses		
			Louise Maddocks Total			
25/02/2021	6143	3655	MARBLES	Sanitising Play Areas & public toilets	4125	
			MARBLES Total			
18/03/2021	10594	3673	METCALFE ALLEN	CemeteryWelfareAlarmInspection	4310	
			METCALFE ALLEN Total			
01/03/2021	14208	3647	MICROSHADE	Hosting Service	4068	
			MICROSHADE Total			
12/03/2021	153185	3669	MNR MOWERS	Hedgecutters	4300	
			MNR MOWERS Total			
17/11/2020	IN200663504	3640	MOLE VALLEY	Combi Drill	4300	
			MOLE VALLEY Total			
23/02/2021	469788	3656	MST	Adjust clutch on quad bike	4310	

21/00072/MARM

Reserved Matters for the Erection of up to 105 dwellings, associated landscaping, public open space and allotments together with vehicle and pedestrian access from Siskin Chase and pedestrian access from Colebrooke Lane, following Outline approval 19/01839/MOUT at Land at NGR 301216 106714 (West Of Siskin Chase) Colebrooke Lane, Cullompton, Devon.

RECOMMENDATION:

That the council has NO OBJECTION to planning application 21/00072/MARM Reserved Matters for the Erection of up to 105 dwellings, associated landscaping, public open space and allotments together with vehicle and pedestrian access from Siskin Chase and pedestrian access from Colebrooke Lane, following Outline approval 19/01839/MOUT at Land at NGR 301216 106714 (West Of Siskin Chase) Colebrooke Lane, Cullompton, Devon.

However, it has the reservation that the matter of access to the completed development through Siskin Chase is reconsidered and that the primary access to the development is via Colebrooke Lane. It is considered that this adjustment to access will significantly reduce the impact on residents of Siskin Chase that the addition of an estimated 350-400 additional vehicle movements per weekday will bring in terms of air quality, noise and pollution and the safety of, particularly, children.

Relevant Local Plan Policies

Extract from the Mid Devon Local Plan adopted by Mid Devon District Council in July 2020:

“CU21 - Land at Colebrook

A site of 4.8 hectares at Colebrook is allocated for residential development, subject to the following:

- a) 100 dwellings with 28% affordable housing;
- b) Provision of two points of access from Siskin Chase;
- c) Provision of 1.1 hectares of green infrastructure, to include the retention of land in the floodplain as informal amenity open space and for Sustainable Urban Drainage provision;
- d) Measures to protect and enhance trees, hedgerows and other environmental features which contribute to the character and biodiversity, maintaining a wildlife network within the site and linking to the surrounding countryside;
- e) Archaeological investigation and appropriate mitigation; and
- f) Transport assessment and implementation of travel plans and other measures to minimise carbon footprint and air quality impacts.

3.147 The site is currently used for agricultural land and is adjacent to the Cullompton settlement limit. Colebrook Lane bisects the site, and the field boundaries and edging of the site are mainly comprised of hedgerows and trees. The site is fairly flat from Colebrook Lane to the south, but gently slopes towards the west, with land rising to the north.

3.149 Development in this location has the potential to place pressure on the capacity of both the strategic and local road network. Any application for development must undertake an assessment of the impact of the proposal on both the capacity of the local road network and Junction 28 of the M5 and permission will only be granted where there are no significant adverse impacts. The site is expected to contribute to the provision of off-site highways infrastructure. The development would also be

expected to provide two points of access from Siskin Chase.

- 3.150 There is an area of floodplain on the southern edge of the site and it is proposed that this is incorporated into the 1.1 hectares of Green Infrastructure. Measures will also be necessary to protect existing environmental features including trees, hedgerows and the stream.
- 3.151 Archaeological investigations in the vicinity have demonstrated the presence of extensive and significant prehistoric and Romano-British sites. The Historic Environmental Record suggests areas of a prehistoric funerary monument occupying the valley floor. An archaeological assessment will need to be undertaken, the results of which should be taken into account during the detailed planning of the site to ensure protection where necessary.”

It should be noted that this allocation for housing has been in the Local Plan (as a contingency site) since prior to the revised plan adopted in July 2020.

The Development

This application is the Reserved Matters application following outline permission for the erection of 105 dwellings at this site with conditions. It should be noted that this development will take place.

It is located on the sloping land running immediately south from Cullompton Rugby Club at Knowle Lane to Colebrooke Lane at the junction with Swallow. Dwellings are located at the north of the site with the southern portion of the site allocated to green infrastructure. There is planned pedestrian access from Colebrooke Lane but, once completed, vehicular access to the site will be via Siskin Chase.

The development incorporates a large area of green space that incorporates a small allotment site; at the meeting of the Community Wellbeing Committee held on 22 February 2021, it was resolved that the Town Council would not take responsibility for these allotments once completed.

There is an allocation of 28% affordable housing that, in this development, will equal 30 dwellings dispersed throughout and comprised as follows:

Affordable Rented

- 12 x 1 bedroomed maisonette
- 6 x 2 bedroomed house
- 2 x 3 bedroomed house
- 2 x 4 bedroomed house

Total 22 dwellings

Shared Ownership

- 3 x 2 bedroomed house
- 5 x 3 bedroomed house

Total 8 dwellings

In addition, there is proposed to be 33 dwellings that are [Building Regulations 2010 \(as amended\)](#) Part M4 (Category 2) (Accessible and Adaptable Dwellings) compliant as follows:

- 21 x Open Market dwellings
 - 10 x Affordable Rented dwellings
 - 2 x Affordable Shared Ownership dwellings
- Total 33 Accessible and Adaptable Dwellings**

Parking

The provision of parking has been informed by MDDC Local Plan Policy DM5 and Policy HS04 in the emerging Neighbourhood Plan. The following provision has been made:

1 bedroomed maisonette	1 allocated spaces
2 bedroomed house	2 allocated spaces
3 bedroomed house	2 allocated spaces
4 bedroomed house	3 allocated spaces

Allocated parking will be provided on-plot and is generally located at the front or side of dwellings and within individual parking bays.

In addition to the 231 allocated parking spaces for dwellings (at a rate of 1.9 per dwelling), 16 visitor spaces will be provided taking the total to 247 parking spaces on the development as a whole taking the rate to 2.35 per dwelling.

Previous Consultations

The Town Council has been consulted on one previous occasion. It objected to the development (at the Outline Permission consultation) on the basis that access through Siskin Chase was unacceptable.

Report by: The Assistant Town Clerk

Report Date: 24/02/2021

Attachment: Culm Valley Park, Land West of Siskin Chase, Cullompton Design Statement dated 1 January 2021.



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1.1 This Design Statement has been prepared by Pegasus Urban Design (part of Pegasus Group) on behalf of Taylor Wimpey Exeter Ltd and the wider consultant team, pursuant to Condition 1 of the approved Outline Permission (ref. 19/01839/MOUT), to accompany the Reserved Matters Application for the residential development of Culm Valley Park, Cullompton.

1.2 The description of approved development reads:

“Outline for the erection of up to 105 dwellings, associated landscaping, public open space and allotments together with vehicle and pedestrian access from Siskin Chase and pedestrian access from Colebrooke Lane”

PURPOSE OF THE STATEMENT

1.3 The purpose of this statement is to demonstrate how the proposed detailed development complies with the adopted Mid Devon District Council (MDDC) Local Development Scheme, the MDDC Local Plan 2013-2033 and the approved outline permission 19/01839/MOUT.

1.4 Reference should also be made to the approved Design & Access Statement, submitted as part of the Outline Planning application, and this statement should be read in conjunction with the Reserved Matters Application and its accompanying supporting documents.

THE SITE

1.5 The site extends to 4. north of Colebrook Lane, the western edge of Colebrook Lane.

1.6 The site comprises agricultural field, to (Ha), sloping to the Brook at the bottom of the site.

1.7 The boundaries of the existing mature tree and east a Devon h Cullompton Rugby Club development along S the southern site boundary forming the south-west the site sits Kia-Ora Farm.

1.8 The site is allocated “Policy CU21 Land at Council (MDDC) Local Plan 2020.

2.1 The development proposals will be formulated with due regard to the policies that make up the statutory Local Development Plan and Supplementary Planning Guidance, together with Government guidance contained within the National Planning Policy Framework (February 2019) and National Design Guide (October 2019).

Permission should be refused for development of poor design that fails to take the opportunities available for improving the character and quality of an area and the way it functions, taking into account any local design standards or style guides in plans or supplementary planning documents. Conversely, where the design of a development accords with clear expectations in plan policies, design should not be used by the decision-maker as a valid reason to object to development.” Para. 130. NPPF 2019

NATIONAL PLANNING POLICY FRAMEWORK

2.2 Government guidance in the form of the National Planning Policy Framework (NPPF) sets out the Government’s social, economic and environmental planning policies.

2.3 The NPPF states that there is a presumption in favour of sustainable development (Paragraph 10) and sets out an over-arching social objective

2.4 “to support strong, vibrant and healthy communities, by ensuring that a sufficient number and range of homes can be provided to meet the needs of present and future generations; and by fostering a well-designed and safe built environment, with accessible services and open spaces that reflect current and future needs and support communities’ health, social and cultural well-being” (para. 8(b), NPPF 2019).

2.5 The NPPF expands on the principles of good design, to define what is expected of well-designed places. It also explains how policies and decision-making processes should support the inclusion of good design, providing detailed advice at Section 12: Achieving well-designed places. The contribution that good design makes to sustainable development is set out in paragraph 124, as follows:

“The creation of high-quality buildings and places is fundamental to what the planning and development process should achieve. Good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities. Being clear about design expectations, and how these will be tested, is essential for achieving this. So too is effective engagement between applicants, communities, local planning authorities and other interests throughout the process.” (para. 124, NPPF 2019)

2.6 The NPPF is also clear at paragraphs 125 and 126 that Development Plans should set out a clear design vision to provide certainty to applicants, and that design policies should be prepared in conjunction with local communities to reflect local aspirations.

2.7 Paragraph 127 of the NPPF states that with regard to design planning policy and decision making should ensure that developments;

“a) will function well and add to the overall quality of the area, not just for the short term but over the lifetime of the development;

b) are visually attractive as a result of good architecture, layout and appropriate and effective landscaping;

c) are sympathetic to the local character and history, including the surrounding built environment and landscape setting, while not preventing or discouraging appropriate innovation or change (such as increased densities);

d) establish or maintain a strong sense of place, using the arrangement of streets, spaces, building types and materials to create attractive, welcoming and distinctive places to live, work and visit;

e) optimise the potential of the site to accommodate and sustain an appropriate amount and mix of development (including green and other public space) and support local facilities and transport networks; and

f) create places that are safe, inclusive and accessible and which promote health and well-being, with a high standard of amenity for existing and future users, and where crime and disorder, and the fear of crime, do not undermine the quality of life or community cohesion and resilience.”

2.8 Section 9: Promoting sustainable transport (para. 102) of the NPPF points to the role that design has to play in ensuring that transport issues are considered at the earliest stages of development proposals, and the role that design can play to ensure that development maximizes opportunities for sustainable transport options.

“...patterns of movement, streets, parking and other transport considerations are integral to the design of schemes, and contribute to making high quality places.” (para. 102(e) NPPF 2019)

PLANNING PRACTICE GUIDANCE

- 2.9 The NPPF is accompanied by the on-line Government resource Planning Practice Guidance (PPG). The Design: Process and tools PPG provides guidance on the methods and processes available to both applicants and local authorities to ensure the delivery of well-designed and high-quality, long lasting places with considered design solutions, under the following headings:
- Planning for well-designed places;
 - Making decisions about design;
 - Tools for assessing and improving design quality; and
 - Effective community engagement on design.
- 2.10 Paragraph 1 of the Design PPG reinforces the Government and NPPFs commitment to requiring the creation of well-designed places and the role that early engagement can play in this.

“Well-designed places can be achieved by taking a proactive and collaborative approach at all stages of the planning process, from policy and plan formulation through to the determination of planning applications and the post approval stage”

(para. 001, PPG, ID: 26-001-20191001, October 2019)

NATIONAL DESIGN GUIDE

- 2.11 The National Design Guide (NDG) published by the Ministry of Housing, Communities and Local Government (MCHLG) in September 2019 further reinforces the way in which the design process can be used to ensure the delivery of quality places:
- “In a well-designed place, an integrated design process brings the ten characteristics together in a mutually supporting way. They interact to create an overall character of place.”*
- (Para. 13, NDG 2019)*
- 2.12 The NDG outlines and illustrates the Governments priorities for well-designed place in the form of ten characteristics, based on national planning policy, planning guidance and objectives for good design.
- 2.13 The ten characteristics contribute towards the cross-discipline themes for good design set out in the NPPF and fall under three broad aims:
- To create physical character;
 - To help to nurture and sustain a sense of community; and
 - To positively addresses environmental issues affecting climate.

- 2.14 Whilst the NPPF, PPG and NDG has replaced the Planning Policy Statements the following design guidance documents are still relevant to creating good design:
- Manual for Streets 1 & 2 (Department of Transport/ Department for Communities and Local Government, 2007/2010);
 - Building for Life 12 (CABE at the Design Council, Design for Homes and the Home Builders Federation, 2012); and
 - Design and Access Statements – How to write, read and use them (CABE 2006).



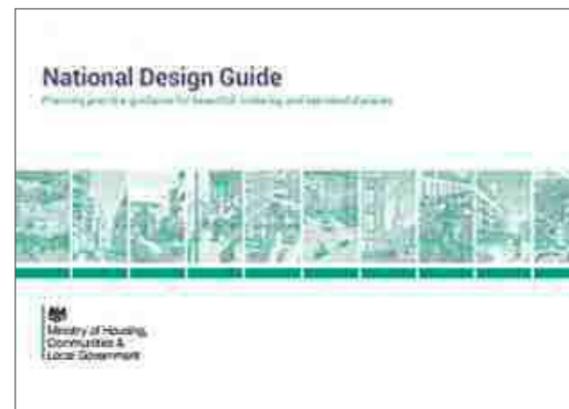
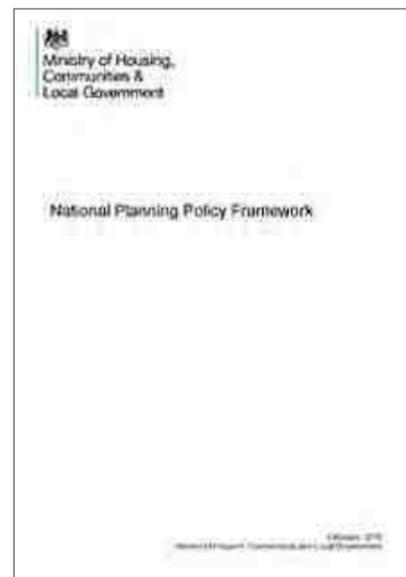
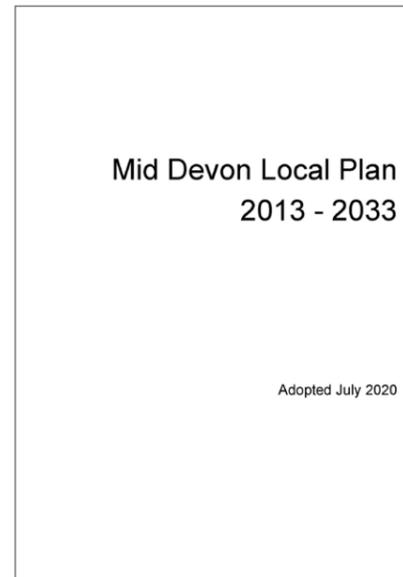
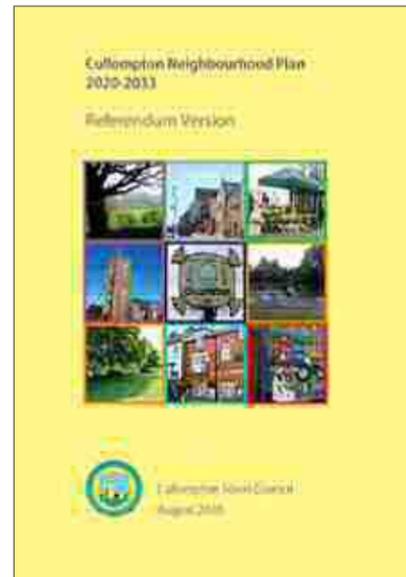
LOCAL PLANNING AND DESIGN GUIDANCE

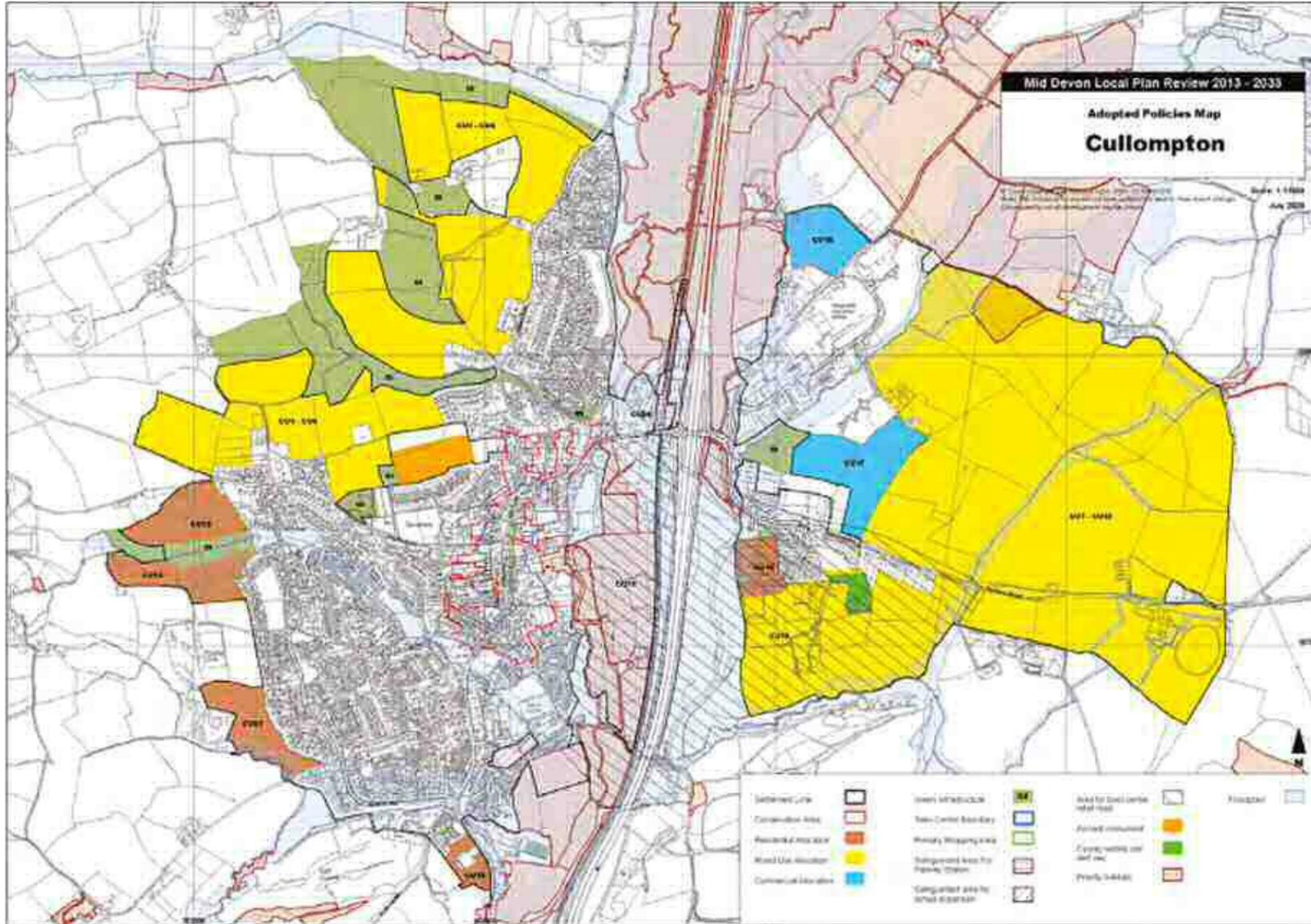
2.15 The development proposals have been formulated having due regard to the Mid Devon District Council (MDDC) Development Plan, and the following local planning and design guidance:

- MDDC Local Plan (2013-2033), adopted July 2020;
- MDDC Parking in Mid Devon SPD “The provision of parking in new development” (adopted June 2013);
- Devon County Council Highways Design Guide “Part 1 Highways in Residential Estates”, adopted January 1996;
- MDDC Refuse storage for new residential properties SPD, adopted January 2017.

2.16 Consideration has also been given to the policies within the emerging Cullompton Neighbourhood Plan (2020-2033) Referendum Version, published by Cullompton Town council in August 2020 and the following policies from the MDDC Local Plan (2013-2033):

- S1 - Sustainable development priorities
- S3 - Meeting housing needs
- S5 - Public open space
- S8 – Infrastructure
- S9 - Environment
- S11 - Cullompton
- DM1 – High quality design
- DM3 - Transport and air quality
- DM5 - Parking
- DM26 - Green infrastructure in major development





MDDC LOCAL PLAN ADOPTED POLICIES MAP (JULY 2020)

CU21 - LAND AT COLEBROOK ALLOCATION CU21

2.17 The site is allocated for residential development under Policy CU21 Land at Colebrook in the MDDC Local Plan (2013-2033).

LAND AT COLEBROOK (POLICY CU21 EXTRACT)

A site of 4.8 hectares at Colebrook is allocated for residential development, subject to the following:

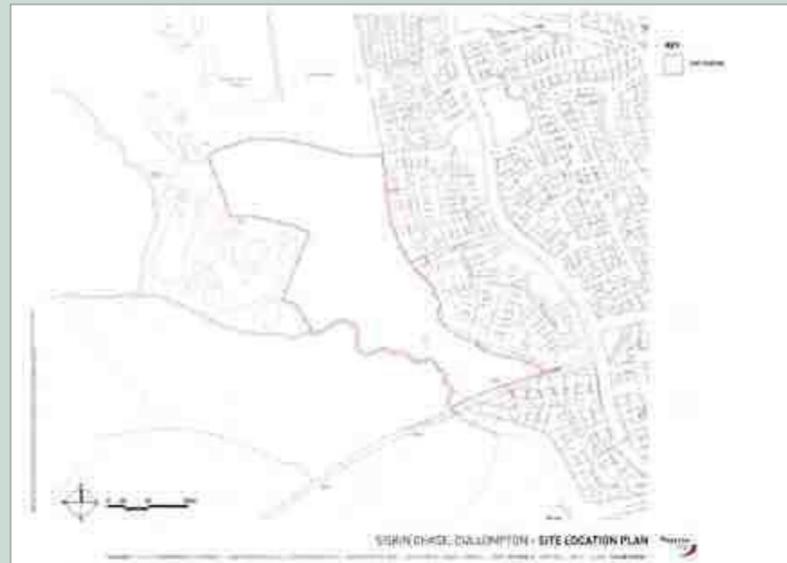
- a) 100 dwellings with 28% affordable housing;
- b) Provision of two points of access from Siskin Chase;
- c) Provision of 1.1 hectares of green infrastructure, to include the retention of land in the floodplain as informal amenity open space and for Sustainable Urban Drainage provision;
- d) Measures to protect and enhance trees, hedgerows and other environmental features which contribute to the character and biodiversity, maintaining a wildlife network within the site and linking to the surrounding countryside;
- e) Archaeological investigation and appropriate mitigation; and
- f) Transport assessment and implementation of travel plans and other measures to minimise carbon footprint and air quality impacts.

OUTLINE PERMISSION

- 2.18 Outline planning permission for up to 105 dwellings (with access from Siskin Chase and pedestrian access from Colebrooke Lane) was granted by Mid Devon Council by decision dated 18th September 2020 (LPA Ref: 19/01839/OUT).
- 2.19 The outline scheme approved the amount of development as well as the means of access; whilst also securing the provision of 28% affordable housing.
- 2.20 As set out at Condition 1 of the outline permission, appearance, landscaping, layout and scale comprise the reserved matters.
- 2.21 The site extends to approx. 4.9ha and the Indicative Masterplan considered at the outline stage included residential development on approx. 2.6ha, with public open space, landscaping and allotments amounting to approx. 2.01ha. The indicative masterplan was submitted in support of the application to demonstrate the site's capacity for development, but was not included in the list of plans for approval.
- 2.22 The S106 agreement secured as part of the outline permission includes a number of fixed elements that have informed the detailed scheme design for this reserved matters proposals

APPROVED PLANS

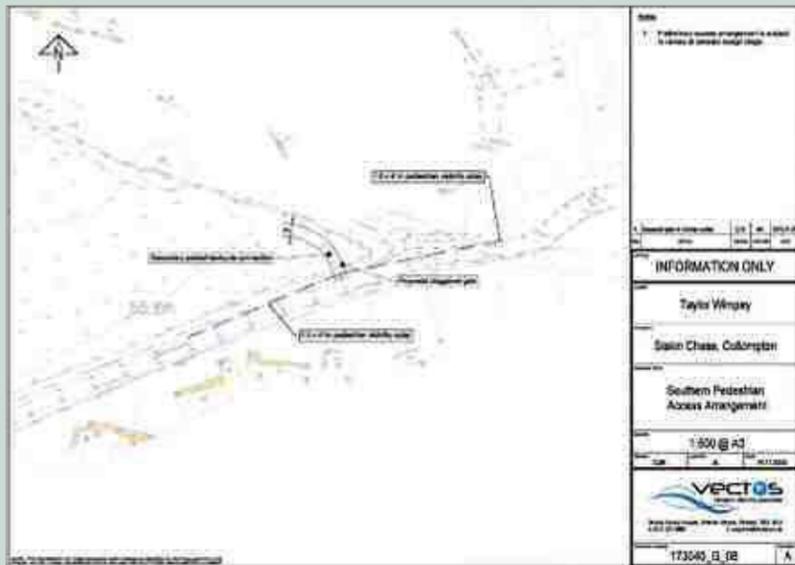
- 2.23 The following plans were approved as part of the outline application
- Site location plan (dwg P17-0169 04 Rev A)
 - Access arrangement (dwg 173040_G_02 Rev C)
 - Northern pedestrian access arrangement (dwg 173040_G_06)
 - Siskin Chase road access arrangement (dwg 173040_G_07)
 - Southern pedestrian/cycle access arrangement (dwg 173040_G_08 Rev A)



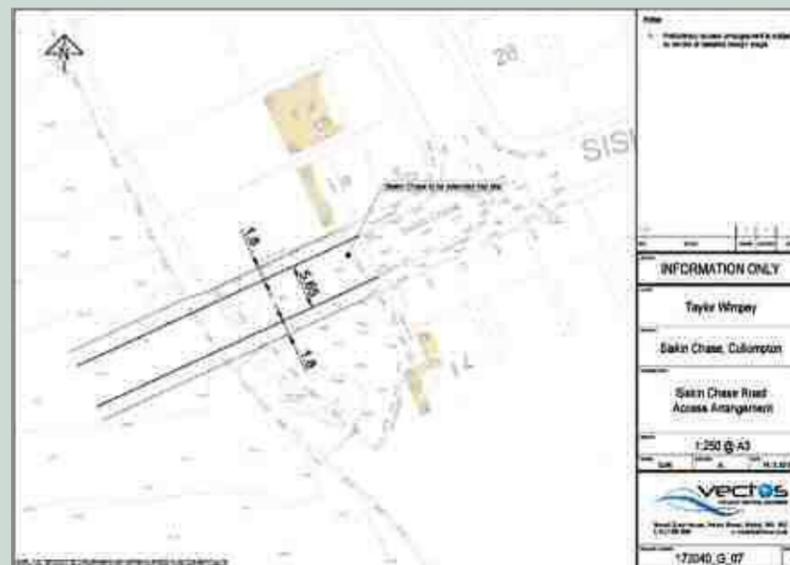
SITE LOCATION PLAN (DWG P17-0169 04 REV A)



ACCESS ARRANGEMENT (DWG 173040_G_02 REV C)



SOUTHERN PEDESTRIAN/CYCLE ACCESS ARRANGEMENT (DWG 173040_G_08 REV A)

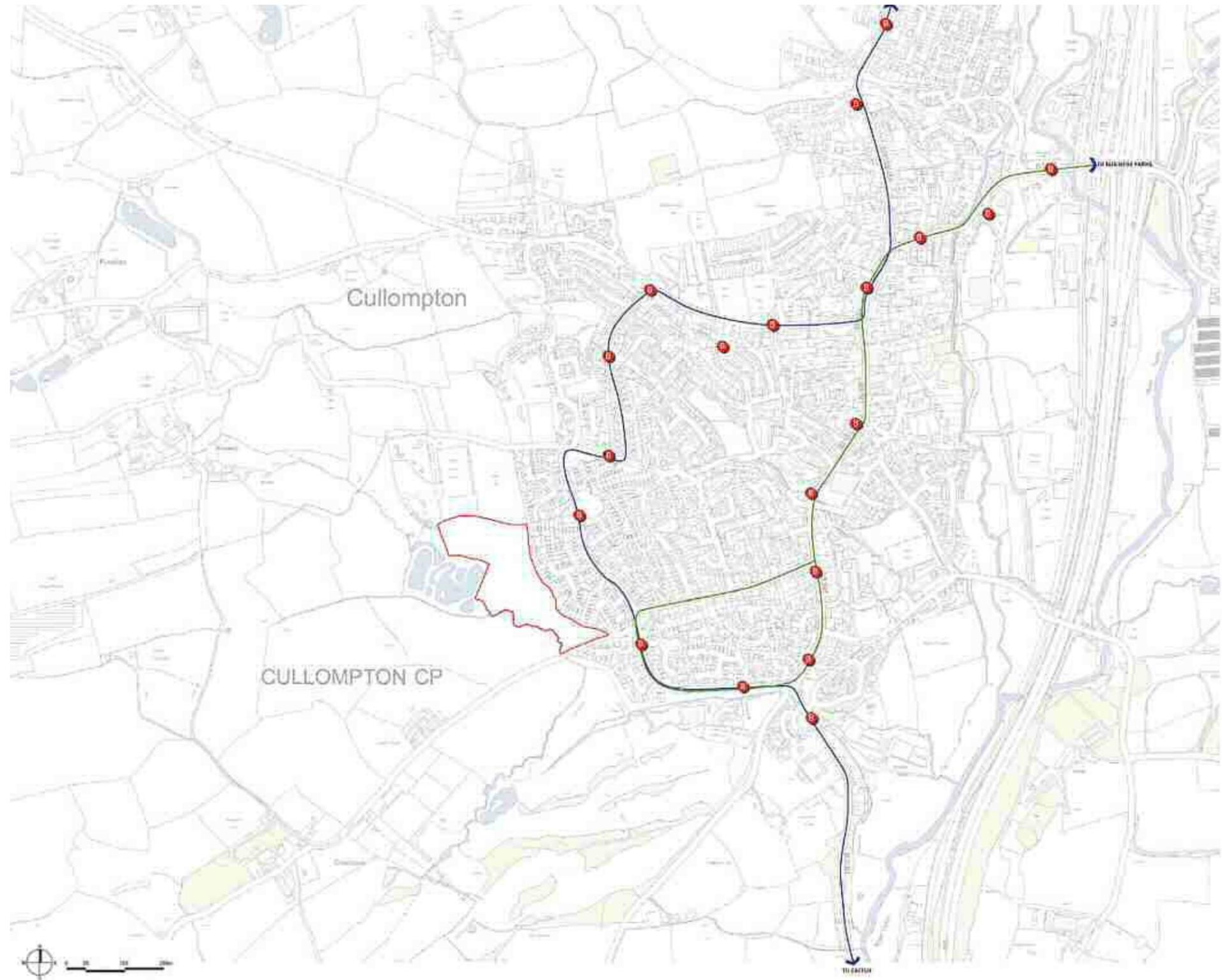


SISKIN CHASE ROAD ACCESS ARRANGEMENT (DWG 173040_G_07)



NORTHERN PEDESTRIAN ACCESS ARRANGEMENT (DWG 173040_G_06)

- KEY**
- SITE LOCATION
 - ROUTE 1C
(EXETER / TVERIGN)
 - ROUTE 350
(CULLOMPTON TOWN SERVICE)
 - B BUS STOP



PUBLIC TRANSPORT ROUTES

3.1 The proposed site is in a sustainable location for development, close to existing residential developments, a wide range of local facilities and areas of employment.

PUBLIC TRANSPORT AND HIGHWAYS CONNECTIONS

3.2 There is good access to strategic transport links, with junction 28 of the M5 motorway situated to the east of Cullmopton.

3.3 Stagecoach bus services (1, 1A & 1C) provides a regular service between Exeter-Tiverton stopping in Cullompton town centre.

3.4 Dartline Coaches provide the 350 bus route (Cullompton Town Circular) - a regular service around the town, the nearest bus stop is a 2 minute walk from the site entrance.

3.5 The nearest train station is Tiverton Parkway Station, providing national rail links to the South West and beyond. Destinations include Plymouth, Bristol, London, Edinburgh and Glasgow.

3.6 Exeter airport is within easy reach of Cullompton, less than 10 miles south of the site.

3.7 The proposed site will have one main access point, through Siskin Chase. Siskin Chase is a cul-de-sac access road with a typical low speed residential environment with design speeds typically around 20mph or lower. This residential road has footways on both sides of the carriageway and dropped kerbs are provided at vehicle cross overs.

PEDESTRIAN AND CYCLE CONNECTIONS

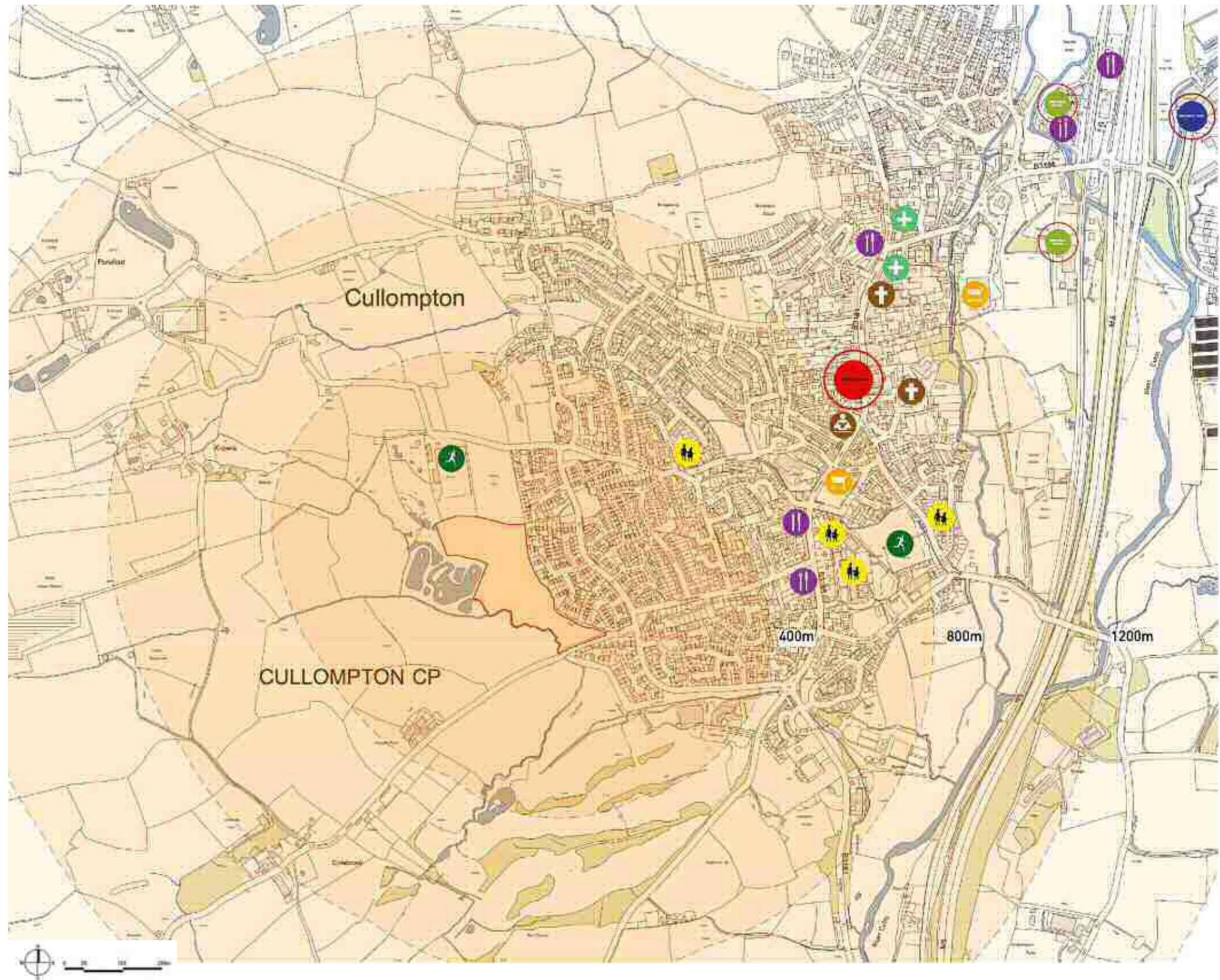
3.8 There are a number of walking and cycling routes available between the site and the town centre. Siskin Chase-Swallow Way-Colebrooke Lane and Siskin Chase-Larks Rise-Swallow Way-Crow Bridge-Crow Green each provide a direct walking route into the town centre via the B3181 Exeter Road/Exeter Hill. Footways and street lighting are provided on these roads apart from Crow Bridge which is a lightly trafficked cul-de-sac road where footways are not provided.

3.9 There are a number of footpaths and bridleways provided within Cullompton and these are shown opposite. The bridleways and footways can be used as leisure paths or alternate routes to local destinations.

3.10 The nearest National Cycle Route (NCR) to the site is NCR 3 located circa 10.2km (approximately a 34 minute cycle ride) from the site. The route connects Land's End to Bristol via St Austell, Bude, Barnstaple, Tiverton, Taunton and Wells.

3.11 There are however, a number of lightly trafficked residential roads attractive for cyclists providing access to Cullompton town centre and the main retail and employment areas within the town.

- KEY**
-  SITE LOCATION
 -  WALKING DISTANCES
 -  SPORTS FACILITIES
 -  RETAIL FACILITIES
 -  PUB / RESTAURANT
 -  DENTAL SURGERY / PHARMACY
 -  SCHOOL / COLLEGE
 -  LIBRARY
 -  PLACE OF WORSHIP
 -  BUSINESS PARK
 -  TOWN CENTRE
 -  INDUSTRIAL ESTATE



LOCAL FACILITIES PLAN

LOCAL FACILITIES

3.12 The site is well located, adjacent to the existing town of Cullompton. The Existing Local Facilities Plan (presented opposite) shows the location of key local facilities and services in relation to the site.

3.13 Cullompton has a wide range of facilities within easy reach of the proposed site. Facilities include:

- Various shops, supermarkets, restaurants, pubs and takeaways.
- **Community:** Cullompton Library, Cullompton Community Centre, Cullompton Community Association & Fields.
- **Leisure:** Culm Valley Sports Centre, Rugby Football Club, Cullompton Rangers Football Club, Cullompton Bowls Club, Taekwondo Club, Cricket Club, Tennis Club.
- **Health:** College Surgery, Bramblehaies Surgery, Cullompton Dental Centre, Ingleby House Dental Practice, Bays Dental Practice, various hairdressers and beauty clinics.
- **Education:** Cullompton Community College, St Andrew's Primary School, Willowbank Primary School, ABC Day Nursery, Cullompton Pre-School.
- **Religion:** St Andrew's Church, Cullompton Baptist Church, St Boniface Catholic Church, Hebron Evangelical Church, Pound Square Unitarian Chapel.

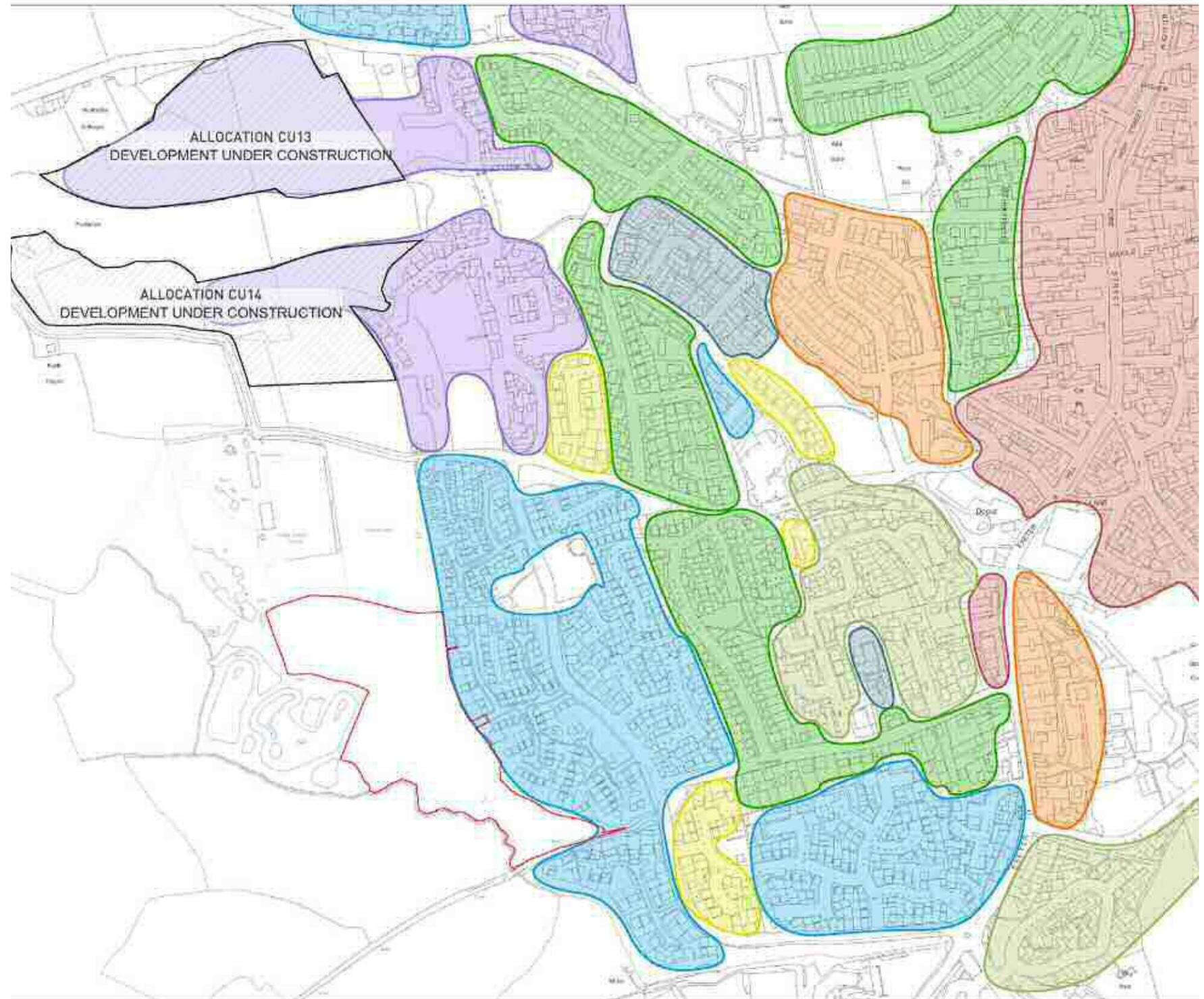


LOCAL CHARACTER

- 3.14 The town of Cullompton has developed over time, with the earliest records of settlement dating back to the Roman period, with a fort located on the hill above the town.
- 3.15 The town prospered in the Middle Ages, becoming a local centre for the wool and cloth manufacturing. The length of the High Street reflects the prosperity of the town from the 16th to the 18th century when it was a centre of the cloth trade. Latterly leather and paper manufacturing fuelled the town's growth.
- 3.16 A wide range of architecture is visible within the town, ranging from traditional stone and render cottages to the modern brick and render homes. Cullompton historic town centre comprises many shops and businesses. Modern residential developments can be found on the outskirts.
- 3.17 The historic street plan of the centre of Cullompton is still fundamentally the same as shown on a map of 1663, with a wider area at the northern end of the High Street, where markets were held, roads to Tiverton and Ponsford and a small lane leading down to a mill (now known as Lower Mill). The centre of the town is a Conservation Area – the only one in the Mid Devon area.

KEY

	Site Boundary
	Historic properties, typically late Victorian/medieval in form with minimal setbacks from the highway. Traditional Georgian and Victorian linear ribbon development.
	Early mid 20th century development. Predominantly low-rise detached dwellings with parking on street.
	Areas containing mid-late 20th-century buildings with brick detailing and cladding.
	Areas containing low density mid-late 20th-century detached and semi-detached housing.
	Predominantly mid-late 20th-century terraced or semi-detached dwellings. In some instances all principal movement routes are shared in brick or render, with on-street parking.
	Areas containing 1970's "Radburn style" development with segregated pedestrian access to the front of dwellings and vehicular access to the rear.
	Late 20th-century industrial housing, typically featuring narrow streets. Predominantly red or brown brick with detailing. Driveways to the front or side of dwellings, or sites.
	Early 21st-century developments, low-rise residential development of built form depending on character.
	Allocated development areas.



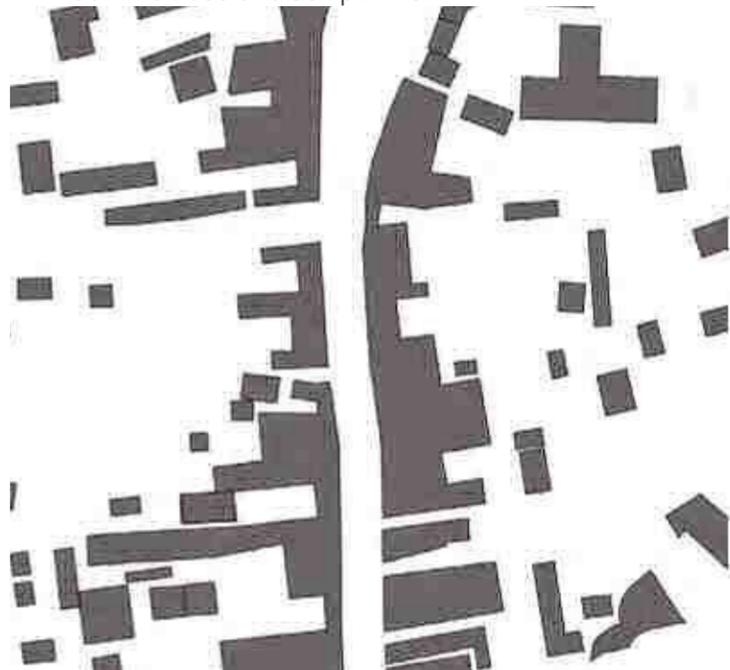
BUILT DEVELOPMENT CHARACTER PLAN

CA1: HIGH STREET/FORE STREET - TRADITIONAL ARCHITECTURE

3.18 The street pattern of the town still reflects the medieval layout of the town. Shops lie along Fore Street with courts behind them linked by alleyways.

Architectural Characteristics:

- Long continuous building lines.
- Larger dwellings provide local landmarks.
- 2/3 storey buildings.
- Simple elevations - well proportioned.
- Buildings usually set tight to the back edge of footways.
- Generally, on-street parking, and rear parking courts.
- Typical use of render in variety of pastel colours.
- Red brick, white painted brick, and the occasional use of stone provides contrast along the street
- Predominantly slate roof tiles, 40–45 degrees pitches
- Windows generally vertically proportioned sash windows and casements with heavy dividing mullions.
- Chimneys play an important and integral part of the roofscape, while a variation in ridge heights and the common use of dormer windows provides further interest.
- Common use of black plinths.



GROUND FIGURE PLAN

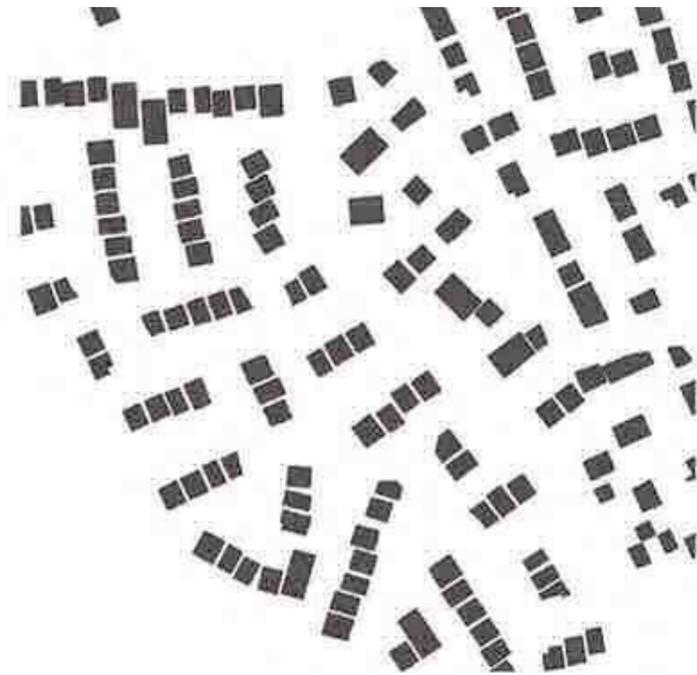


SISKIN CHASE - MODERN ARCHITECTURE

3.19 The site is surrounded by a mixture of more recent development and accessed through Siskin Chase.

Architectural Characteristics:

- Siskin Chase consists of 2 storey, detached dwellings.
- Consistent setbacks (around 6m) allow on plot parking in front of the property.
- Similar plot sizes throughout the development.
- Many of the properties have integral garages with parking in front or a detached garage with driveway parking.
- Elevations consist of red or buff/yellow brick.
- Contrasting brick colour used on heads/cills and brick quoins.
- Grey, slate effect roof tiles used throughout.
- Roof pitches generally run front to back with some gable ends and gablets.
- Two areas of open space provide play area facilities.
- Incidental open space.
- Footpath links to adjacent development.



GROUND FIGURE PLAN

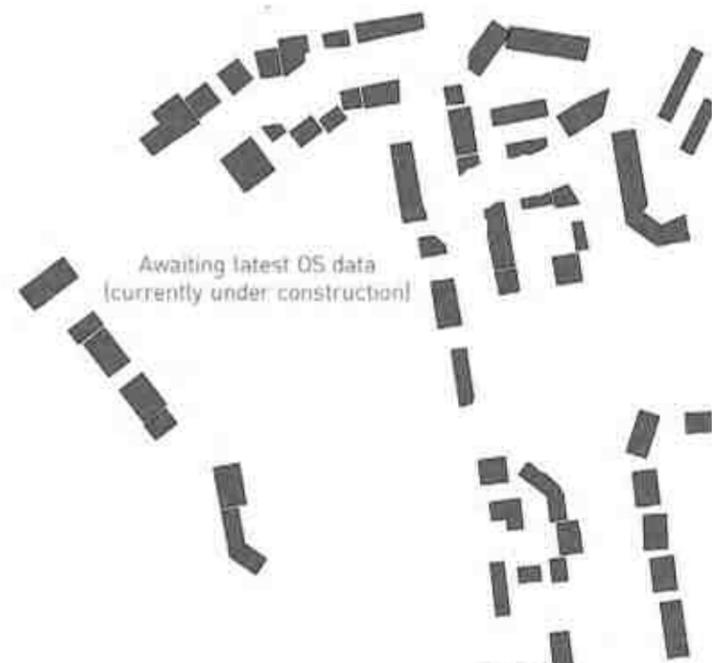


CA3: KINGFISHER REACH- MODERN ARCHITECTURE

3.20 Allocated for development in the current MDDC Local Plan development at Kingfisher Reach (to the north of the site) is currently under construction by Barratt Homes and situated off Swallow Way.

Architectural Characteristics:

- Three storey key buildings at site entrance leading onto 2.5 storey town houses.
- The site is predominantly two storey with 2.5 storey in key locations.
- Consistent setbacks (around 2m).
- Various plot sizes throughout the development.
- Many of the properties have on plot parking or access to rear parking courts.
- Elevations consist of red brick, various coloured render and recon stone.
- Contrasting brick colour used on heads/cills and brick/recon stone quoins.
- Grey, slate effect and red/brown roof tiles.
- Roof pitches generally run front to back with some gable ends and dormer windows.



GROUND FIGURE PLAN





INDICATIVE MASTERPLAN (SUBMITTED IN SUPPORT OF THE APPROVED OUTLINE APPLICATION)

COMMUNITY ENGAGEMENT PROCESS

- 4.1 Between September and December 2020 Taylor Wimpey have carried out community and key stakeholder engagement to inform the proposals for Culm Valley Park.
- 4.2 The aim of the community engagement process has been to:
- Raise awareness of the project and design development;
 - Gather local knowledge to inform thinking, together with an understanding of the ambitions and key issues for the area's future;
 - Be inclusive, accessible, transparent and engaging;
 - Offer a wide variety of ways for people to get involved;
 - Ensure a wide and representative range of views are heard;
 - Offer topic-specific events to enable thorough and dedicated discussions on key areas of interest;
 - Provide clear and thorough information, with experts and specialists on-hand to provide informed responses; and
 - Clearly communicate the feedback from the community, including any concerns, to the developer, the design team and relevant consultants.

PRE-APPLICATION MEETINGS

- 4.3 The Reserved Matters Application was subject to a series of pre-application discussions with Mid Devon District Council through a series of meeting held in Autumn 2020.
- 4.4 Specific discussion have been held with the Planning Officers, Devon Highways and Cullompton Town Council.

PUBLIC CONSULTATION

- 4.5 In November flyers were delivered to local residents. The flyer set out the proposal to develop site for residential development, consisting of 105 new homes and directed local residents to a publicly accessible website to view the proposed application plans.
- 4.6 A dedicated website was set up outlining information relating to the proposed development for the public. The website included the proposed layout, landscape strategy and 3d visuals of the proposals.
- 4.7 Further information was also provided on the proposed financial contributions, information on parking and affordable housing provision, and the approved elements from the outline application.
- 4.8 Visitors to the website were invited to email their comments on the scheme, and were able to sign up to future updates about the project.
- 4.9 Further detail on the consultation process and community involvement (including responses received through the public consultation) are summarised within the accompanying Planning Statement.

DESIGN REVIEW PANEL

- 4.10 Following discussions with MDDC a Design Review Panel (DRP) was held on 19th November 2020, where the proposed Development Layout (presented below) was discussed.
- 4.11 The panel were supportive of the application proposals: stating:

“The stated aspiration to produce a design of high quality, that would result in a locally distinct character and achieve a sense of placemaking is considered commendable.”
- 4.12 A summary of the other feedback received is set out in Appendix 1

SUMMARY OF CHANGES MADE TO THE MASTERPLAN

- 4.13 The design of Culm Valley Park has been an iterative process, informed by the consultation process, as well as emerging technical information. The following changes have been made to the initial masterplan presented at the pre-application advice meetings:
 - Removal of continuous loop lane in the north-west of the site;
 - Updated highways design to Lanes and Shared Accesses following detailed vehicle tracking and technical review
 - Updated attenuation design following;
 - Adjustment of allotment design to ensures plots are located away from areas of retained existing tree and hedgerow planting



ILLUSTRATIVE STREET SCENES PRESENTED TO THE DESIGN REVIEW PANEL



5.1 (The Town and Country Planning (Development Management Procedure) (England) Order 2015 states that “amount” means (a) the number of proposed units for residential use).

RESIDENTIAL – 105 DWELLINGS (CLASS C3)

5.2 The detailed proposals layout comprises 105 dwellings in a range of sizes and types as set out in the table below.

Dwelling size	Number of units	% of total units
1 bed flat	12	11%
2 bed house	23	22%
3 bed house	37	36%
4 bed house	33	31%
Total	105	

5.3 For further details on the scale and size of the dwellings proposed please refer to the House Type Pack and Proposed Street Scenes submitted as part of this application.

AFFORDABLE HOUSING

5.4 An element of affordable housing (30 dwellings) will be provided within the development in a series of clusters. Further information on the affordable housing provision is provided later in this document.

PUBLIC OPEN SPACE AND GREEN INFRASTRUCTURE

5.5 2.00 Ha of Public Open Space is provided within the detailed design proposals. Within the Public Open Space 630sqm of allotments are provided in the east of the site.

5.6 Further details on the proposed landscape design are provided within the Landscape Masterplan presented later in this document and in the accompany detailed Landscape Package.

DENSITY

5.7 The development achieves an average density of 33 dwellings per hectare (dph) across the site, which accords Government guidance on ensuring the efficient use of land, MDDC Policy DM1 and is reflective of the scale of the surrounding local built environment, thus helping to assimilate the proposals with their immediate context.

5.8 This average density allows for the formation of differing densities across the development. Higher density development is proposed towards the north and east of the site, and lower density development towards the western and southern outward facing edges of development, forming the new edge of settlement.

5.9 As discussed, a variety of house types, tenures and sizes are provided which will assist in creating a balanced community, as a variety of households can be accommodated, thereby minimising the potential of social exclusion.

5.10 A hierarchy of dwellings is provided, ranging from large detached properties set within larger plots, through to smaller terraced forms, allowing for a greater variety in the proposed streetscape.

LAYOUT PRINCIPLES

- Vehicular access taken from Siskin Chase to the east of the site (in accordance with the approved outline drawing 173040_G_07);
- Provision of Emergency/pedestrian and cycle access in the south of the site from Colebrooke Lane (in accordance with approved outline drawing 173040_G_08);
- An additional pedestrian only access in the north of the site, linking to the existing play area on Siskin Chase (in accordance with approved outline drawing 173040_G_06);
- Additional informal pedestrian routes through the generous open space in the south of the site will provide opportunities for leisure and recreation close to dwellings;
- Access to development blocks will be provided via a legible network of streets with a clear hierarchy;
- The close proximity of the site to the existing town centre and local facilities of Cullompton, key local education and community facilities will encourage travel via sustainable transport modes.
- Best practice urban design principles have guided the structure and form of the development. The design of the development proposals is based on perimeter blocks that enclose back gardens, providing a strong frontage to the public realm and ensuring active frontages overlook streets and spaces wherever possible;
- Proposed dwellings back onto the eastern site boundary, ensuring that the amenity and privacy of existing properties, located along Siskin Chase is respected and maintained within the proposals;
- Development fronts onto the northern, western and south-western site boundaries ensuring that the pressure to fell the existing mature planting along these site boundaries is limited;
- In the south-west of the site development is set back from the site boundary, providing spaces for a landscaped buffer to the existing mature tree planting and fishing lakes adjacent to the west of the site;
- A variety of house types, tenures and sizes are provided which will assist in the creation of a balanced community, thereby minimising the potential of social exclusion;
- Existing tree and hedgerow planting has been retained wherever possible within the proposals;
- The existing Devon hedge banks surrounding the site have been retained in-situ;
- The provision of key green infrastructure links will help to improve existing habitats on-site, as well as catering for biodiversity enhancements;
- The development proposals provide the opportunity for residents to grow their own food with the community allotments in the south east of the site;
- Development actively overlooks The Green, the public open-space and the allotments, ensuring good levels of natural surveillance and providing opportunities for active overlooking;
- A series of play opportunities will be provided in the form of an activity trail through the southern public open space, offering recreation choices on the doorstep, and encouraging healthy lifestyles. The detailed landscaped proposals are set out in the accompany landscape submission package.

STOREY HEIGHTS (SCALE)

- 5.11 The detailed proposals predominantly comprise 2-storey dwellings, reflecting existing residential development to the east of the site. All dwellings that back onto or front the site boundaries will be 2-storey, respecting the amenity and privacy of existing properties adjoining the site boundary.
- 5.12 The use of 2.5-storey dwellings is limited to 4 units facing The Green pocket park in the east of the site. The use of increased storey heights in this location will help to terminate key views towards the development from Siskin Chase as well as aiding legibility and wayfinding through the site. They also provide opportunities for the active overlooking of the proposed pocket park, existing play area and pedestrian link from Siskin Chase into the site.
- 5.13 A greater variety in buildings heights and massing is achieved through the use of a range of house types and sizes, ranging from 1 bed maisonettes and 2 bed terraced homes, through to larger 4-bedroom detached houses.
- 5.14 For further details on the scale of the proposed dwellings, please refer to the house type pack and street scene drawings submitted as part of this detailed application.



STOREY HEIGHTS PLAN

CONTINUITY

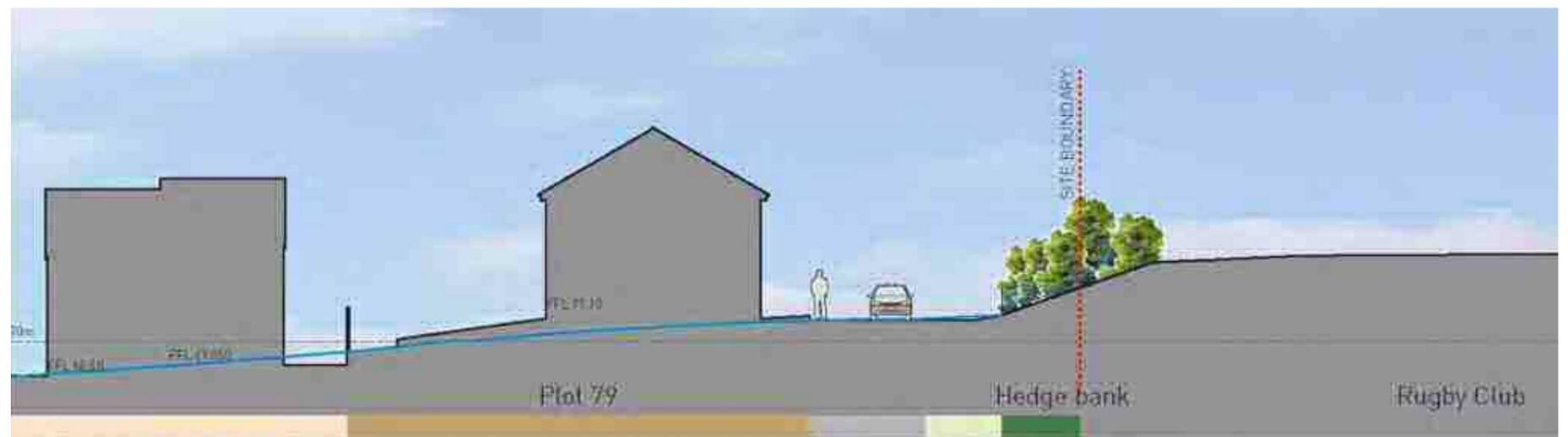
- 5.15 Key development frontages, such as those overlooking the site entrance, the public open space in the south of the site and The Green will be particularly prominent and critical to the appearance of the development. Particular attention has been paid to the massing and architectural style of these buildings, so that they contribute positively to the quality and character of the new development. These frontages have been designed as a composition, with consideration also given to the spaces they adjoin, in order to provide a cohesive approach to these prominent positions.
- 5.16 The design solution for the site reflects the variety in townscape form that can be seen in the surrounding area. Setbacks will typically vary between 1.8 and 3.5m, following the principles of existing residential development in Cullompton town centre.
- 5.17 However, as this is an edge of the town location, some streets could incorporate a more open aspect, with elevations set back behind deeper private planted frontages (up to 7m), reflecting the suburban character of more recent late 20th century development to the east of the site

SEPARATION FROM EXISTING PROPERTIES

- 5.18 In order to protect the amenity and privacy of existing properties adjoining the site the proposed dwellings side or back onto the site boundary.
- 5.19 This approach also ensures that the existing vegetation and Devon hedge banks, along the sites boundaries, can be retained in-situ, aiding the biodiversity of the site. Dwellings will front onto the northern site boundary, ensuring that development is suitably set back from the existing hedge bank.



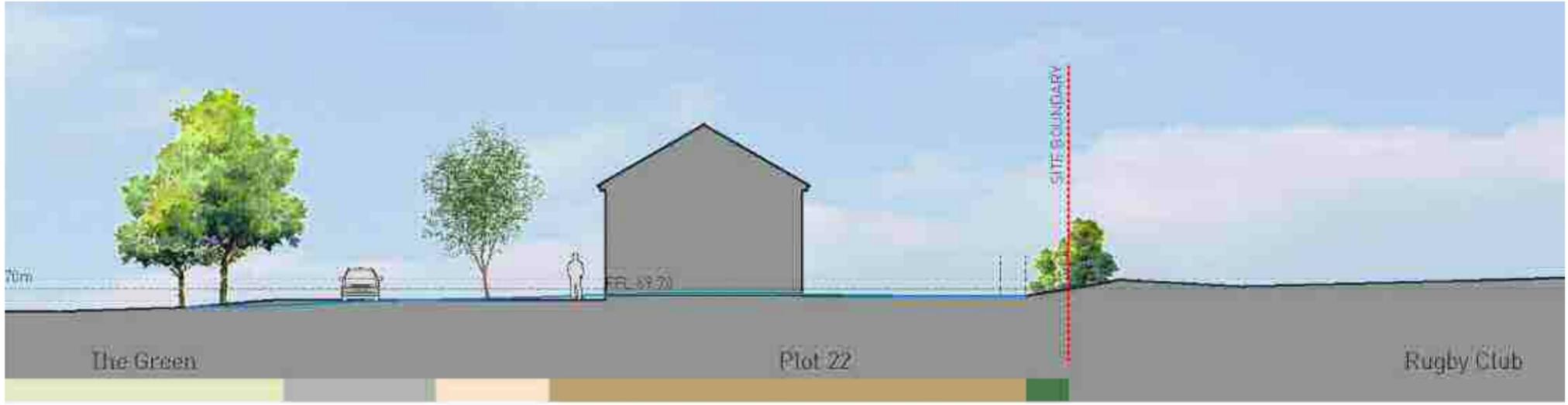
SITE SECTION LOCATION PLAN



Section A-A



Section B-B



Section C-C



Section D-D

AFFORDABLE HOMES/TENURE

5.20 Within the detailed proposals 28% on-site affordable housing will be provided (30 no. dwellings of the 105 no. dwellings proposed). The Tenure Plan presented opposite shows the location of affordable dwellings as per the schedules set out below:

Affordable Rented	Number of dwellings
1 bed maisonette	12
2 bed house	6
3 bed house	2
4 bed house	2
Total	22

Affordable Shared Ownership	Number of dwellings
2 bed house	3
3 bed house	5
Total	8

5.21 The proposals distribute the affordable units into several clusters across the site, so groups are not all accessed off the same section of highway, thereby ensuring that groups are not contiguous. All affordable units are designed to be “tenure blind” so as to be indistinguishable from open market dwellings. For further details regarding the design of affordable dwellings, please refer to the house type pack and street scene drawings submitted as part of this detailed application.

KEY

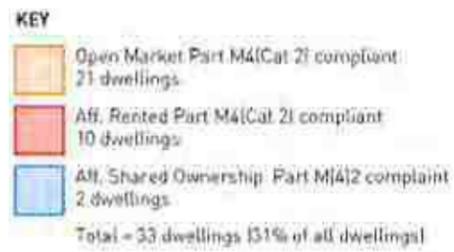
- Affordable Rented
22 dwellings
- Affordable Shared Ownership
6 dwellings



AFFORDABLE HOUSING PLAN

ACCESSIBLE AND ADAPTABLE HOMES

- 5.22 All the proposed dwellings accord with the governments nationally described space standards criteria. In addition, a number of dwellings are designed with enhanced accessibility in line with Building Regulations Part M4 (Cat 2) standards. This rationalises the many differing previous standards (such as the Code for Sustainable Homes & Lifetime Homes) into a simpler, more streamlined system.
- 5.23 Of the 105 dwellings 31% (33 no. dwellings) have been designed to Part M4 (Cat 2.) standards, of these 21 are open market and 12 are affordable units as set out on the Accessible and Adaptable Homes Plan presented opposite.



Policy DM1 requires 20% of all dwellings to be Part M4 (Cat 2) compliant
105 dwellings = 21 compliant units



ACCESSIBLE AND ADAPTABLE HOMES PLAN

ACCESS AND MOVEMENT

- 5.24 The overall access and movement strategy for Culm Valley Park focuses on the following elements which are in accordance with the objectives of national and local planning policy.
- 5.25 The Access and Movement Plan (presented opposite) sets out the proposed pedestrian, cycle and vehicular movement routes within the detailed proposals. A clear hierarchy of streets is proposed within the development, which provides for and encourages pedestrian and cycle movement, whilst also delivering necessary vehicular connections, aiding in the creation of an integrated movement network.
- 5.26 The detailed proposals incorporate the following access points as approved under the outline permission:
- 1 Proposed primary vehicular access, taken from Siskin Chase Road to the east of the site;
 - 2 Emergency, pedestrian and cycle only access, from Colebrook Lane; and
 - 3 Pedestrian only access from Siskin Chase.
- 5.27 It is proposed that the emergency, pedestrian and cycle only access will be used as the construction access for the development, ensuring that the impact of the development on the existing residents of Siskin Chase is limited.
- 5.28 Footways (minimum 2m width) are provided to both sides of the Main Road, ensuring that the development is both permeable and easy to navigate. Where the main road adjoins the southern open space this footway will run through area of open space to ensure that the development retains its green character.
- 5.29 Cycle use is encouraged through the high degree of permeability within the layout. With the town centre located nearby and traffic movements low within the development, due to dwelling numbers, cyclists will therefore find it safe and convenient to use the streets for cycling.

STREET HIERARCHY

- 5.30 The following street typologies have been incorporated into the detailed proposals:
- Main Road;
 - Lane; and
 - Private Drive
- 5.31 Within the site The Main Road runs west from the proposed vehicular access point into the scheme where it forms a continuous loop within the development. It has been designed to encourage low traffic speeds and has a green and verdant feel, with frequent views across areas of open space and tree planting and front gardens defined by hedgerows and low-level planting.

PARKING

- 5.32 Parking has been designed in line with the guidance contained within the MDDC Local Plan Policy DM5 Parking (adopted July 2020), MDDC Parking in Mid Devon SPD (adopted June 2013) and the emerging CNP Policy HS04 Parking on Housing Schemes.
- 5.33 Allocated parking will be provided on-plot and is generally located to the front or side of dwellings, within individual parking bays, to allow ease of access to dwellings.

Household size	Minimum number of allocated spaces
1 bed maisonette	1
2 bed house	2
3 bed house	2
4 bed house	3

- 5.34 The development proposals will provide a total of 231 allocated parking spaces at an average rate of 1.90 allocated spaces per dwelling. These are allocated as per the table below:
- 5.35 Where parking is provided on street (via parallel or perpendicular bays) it has been designed so that no more than 4 spaces appear in a row, without being broken up by areas of either hard or soft landscaping.
- 5.36 Disabled parking will be accommodated through the provision of wider spaces (3.3m minimum width), to enable sufficient room for disabled users to enter and exit the vehicle. This has been located no more than 50m from the principal entrance to the building it serves, in accordance with Part M (Cat 2) standards.
- 5.37 In addition to the 231 allocated parking spaces 16 visitor spaces are also provided, totalling 247 spaces, this equates to 2.35 spaces per dwelling.

VISITORS PARKING

- 5.38 Visitor parking has been provided across the detailed proposals in accordance with the minimum standards, set out in the adopted MDDC Parking in Mid Devon SPD.
- 5.39 16 unallocated visitor parking bays have been provided throughout the detailed layout, in excess of the 1 space per 10 dwellings required (equating to 10.5 visitor spaces across the proposals).
- 5.40 The exact location of individual parking typologies is indicated on the Parking Provision Plan, presented opposite.

CYCLE PARKING

- 5.41 Cycle parking has been provided at a minimum rate of 2 spaces per dwelling, as per the table below. Secure cycle parking will be provided within the curtilage for each property, either within garages, or in sheds located within back gardens for units without garages.

Household size	Minimum number of cycle spaces
1 bed maisonette	2
2 bed house	2
3 bed house	4
4 bed house	4

KEY

	Allocated parking spaces = 198
	Allocated Garage spaces = 31
	Visitor spaces = 17



PARKING STRATEGY PLAN

REFUSE AND WASTE STRATEGY

- 5.42 The detailed layout provides access to the rear of all dwellings, allowing residents to store waste bins away from dwelling frontages, and within the dwelling curtilage.
- 5.43 For dwellings accessed via private drives Bin Collection Points (BCP's) are proposed at a maximum of 25m from dwelling curtilage and are positioned a maximum of 25m from the adoptable highway in accordance with the required standards, as set out on the Refuse Strategy Plan presented opposite.



REFUSE STRATEGY PLAN

POTENTIAL SOLAR GAIN

- 5.44 The proposed development has been design to ensure that dwellings are sheltered from prevalent winds and benefit from passive solar gain as much as possible.
- 5.45 Passive solar gain can enhance the energy and environmental performance of dwellings. Individual houses which are orientated east of south will benefit from early morning sun, and those orientated to the west of south will benefit from late afternoon sun, which can reduce the need for additional heating during the evening period.
- 5.46 Dwellings that could potentially benefit from passive solar gain or the future installation of solar panels (i.e. are orientated within 30 degrees of south) are identified on the Potential Solar Gain Plan, presented opposite.
- 5.47 In total 52 plots (49.5% of all proposed plots) are located within 30° of south, and could potentially benefit from solar gain.

KEY	
	Dwelling orientated within 30° of south 34 plots
	Garage orientated within 30° of south 9 plots
	Dwelling and garage orientated within 30° of south 9 plots
52 plots total = 49.5% of all proposed units	



POTENTIAL SOLAR GAIN PLAN

PROPOSED CHARACTER

5.48 The site has been split into four proposed character areas each with a clearly defined character relating to the site's context and surroundings. The following pages describe how the character areas have been designed to help create a varied and diverse townscape. The character areas are detailed below as follows:

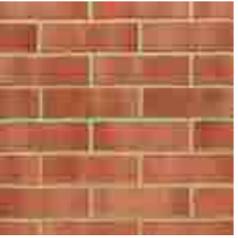
- CA1: Core Housing
- CA2: Mews Courts
- CA3: The Green
- CA4: Green Edge

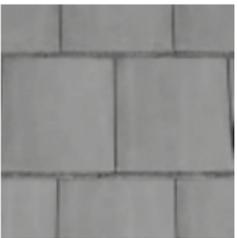
Each character area will contain its own individual design elements which aid in making it distinct from other areas. It will include built form principles, changes in height, setbacks, landscape treatments, architectural detailing, colour and use of materials. A summary of the proposed residential character is set out on the following pages.

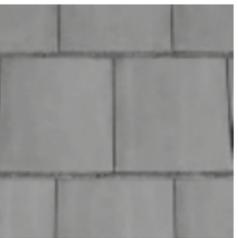
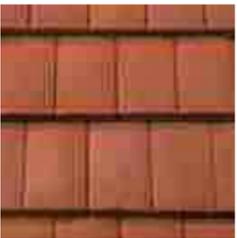


PROPOSED CHARACTER AREAS PLAN

CA1: Core Housing		
Medium density development		
Predominantly semi-detached dwellings		
Consistent building line		
Parking to front or side of dwellings		
Red/red-multi brick		
Slate coloured roofs		
Low level planting		

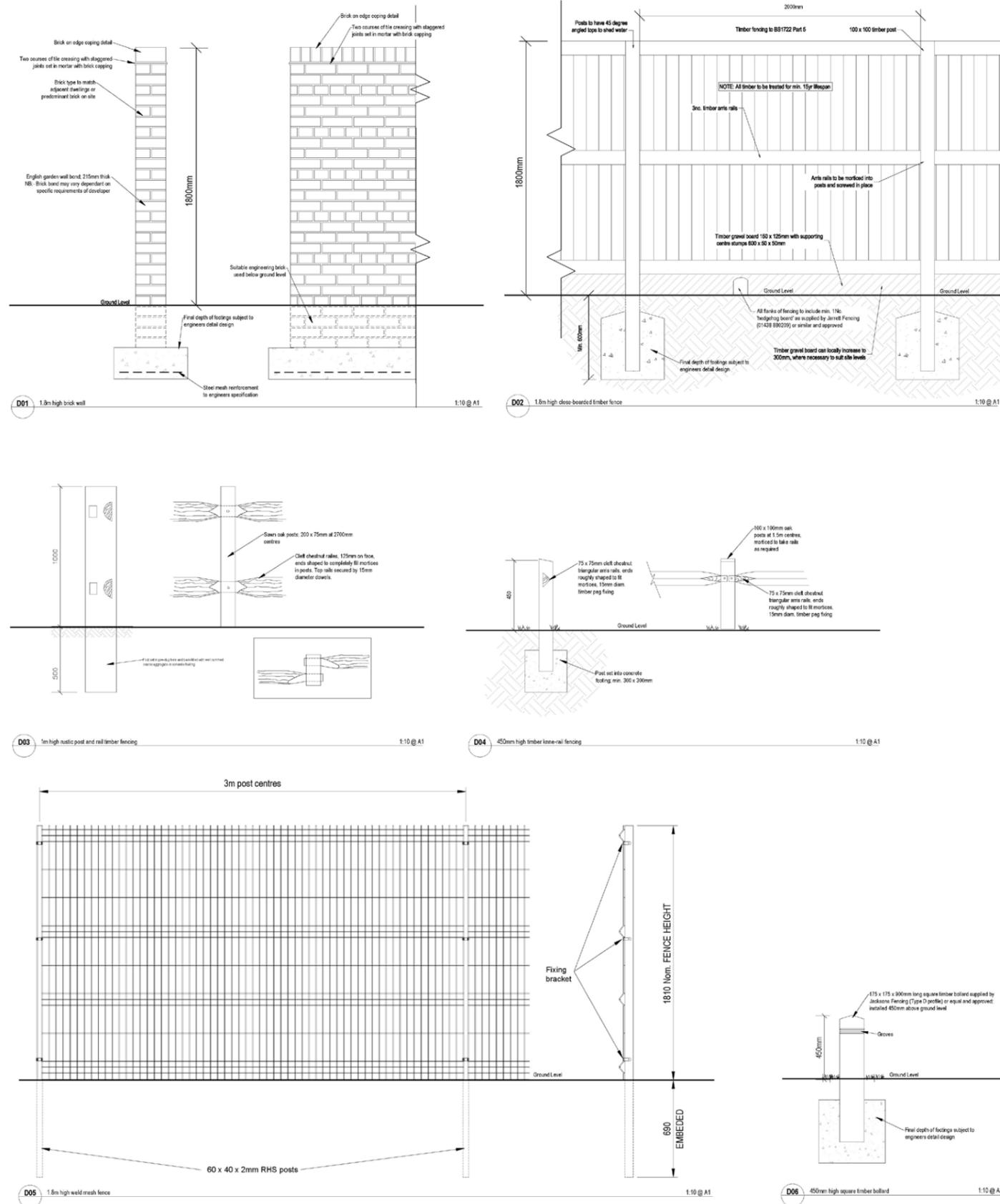
CA3: The Green		
Medium density development		
Consistent building line		
Semi-detached/short terraces of dwellings overlooking the village green		
Frontage parking with street tree planting		
Red-multi brick		
Render to 2.5 storey dwellings only		
Slate coloured/brown tile roofs		
Low level planting		

CA2: Mews Courts	
Medium density development set within semi-private courts	
Predominantly semi-detached dwellings	
Building line varies with parking formations	
Frontage parking with street tree planting	
Buff brick	
Slate coloured roofs	
Low level planting	
Hard landscaping	

CA4: Green Edge			
Lower density development			
More varied building line			
Detached dwellings overlooking green spaces			
Parking to side with garages			
Red/red-multi brick			
Limited use of render and slate roof to key corner dwellings			
Slate coloured/red/brown tile roofs			
Hedgerows with low level planting behind			
Opportunities for generous tree planting within private frontages			

ENCLOSURE

- 5.49 Development plots will be defined by a range of boundary treatments in order to clearly define public and private spaces.
- 5.50 For dwellings overlooking areas of open space private frontages will predominantly be defined by the use of hedgerows. Dwellings overlooking The Green will be defined by the use of low-level planted frontages, with the public areas of amenity space defined by the use of 0.45m square timber bollards.
- 5.51 Other areas of the development will be defined by the use of planting or hard landscaping, depending upon on the dwelling's location within the proposals. Tree planting within private frontages will be encouraged wherever possible, to define the street scene.
- 5.52 Exposed rear garden boundaries, visible from the street, will be defined by the use of 1.8m high brick walls, with other rear boundaries enclosed by 1.8m high close board timber fences. Where dwellings back or side onto the northern and eastern site boundaries rear boundaries will be defined by the use of 1.8m weld mesh fencing, to enable existing tree and hedgerow planting to be retained in-situ.
- 5.53 Reference should be made to the Hard and Soft Landscaping Proposals and Boundary Design Details for the exact type and location of boundary treatments.



BOUNDARY DESIGN DETAILS

MATERIALS

- 5.54 A materials palette has been chosen to create a high-quality residential scheme, reflecting building materials evident in Cullompton.
- 5.55 Traditional roofscapes and patterns of built form reflect the sites surroundings, as set out in the local built character assessment, presented earlier in this document.
- 5.56 Facades will comprise a mix of red, multi-red and buff bricks, with contemporary recessed brick detailing used to define dwellings. Render will be used sparingly on corner units to articulate the street scene.
- 5.57 Slate effect roof tiles will be used to define the Main Road, with a mix of brown and red tiles to the rest of the development.
- 5.58 A wider variety of materials is proposed within the Green Edge character area reflecting the more informal nature of the development in this area.
- 5.59 The Materials Layout (presented here) shows the exact location of materials.
- 5.60 Information regarding Boundary Treatments can be found on the Enclosures Plan and Enclosures Details, and further reference should be made to the House Type Pack and detailed landscape proposals submitted as part of this application.

KEY

BRICK

-  Wienerberger Sandown Red (or similar approved)
-  Wienerberger Cinnabar Red Multi (or similar approved)
-  Wienerberger Mulberry Red (or similar approved)
-  Wienerberger Tawny Bull (or similar approved)

ROOF TILES

-  Redland Mini Stonewold Slate Grey
-  Redland Duoplain Rustic Brown
-  Redland Duoplain Tuscan Red

OTHER

- Doors** - Anthracite Grey (RAL 7016)
- Windows** - Anthracite Grey (RAL 7016)
- Rainwater Goods** - uPVC Black
- Barge Board & Fascias** - uPVC Black
- Flat Top Canopies** - GRP, Anthracite Grey (RAL 7016)
- Rear & Side Doors** - Grey
- Meter boxes** - Grey, to be located on side elevations where possible, mid terraced units to front elevation



MATERIALS LAYOUT

APPEARANCE

- 5.61 Following an assessment of the existing built form of Cullompton (presented earlier in this Design Statement), street typologies, distinctive spaces, materials and details have been identified that exhibit distinctive local design.
- 5.62 The proposed development will be typified by a perimeter block development form, utilising a contemporary architectural approach. House are set among green streets within back-to-back development blocks, with simple brick facades.
- 5.63 The proposed contemporary architectural approach steps away from the suburban character of the surrounding development, with an emphasis on the use of quality materials to define dwellings.
- 5.64 All dwellings will feature projecting brick detailing, anthracite grey windows, doors and barge boards, fascias and soffits. The use of simple detailing will set the development apart from other housing within the town, set a new tones for this edge of settlement location.



PROPOSED CORE HOUSING STREET SCENE



Plot 80

Plot 81

Plot 82

Plot 83

Plot 94

Plot 95

Plot 96

GREEN EDGE

PROPOSED GREEN EDGE STREET SCENE



Plot 34

Plot 33

Plot 32

Plot 31

Plot 30

Plot 29

THE GREEN

PROPOSED THE GREEN STREET SCENE



STREET SCENE LOCATION PLAN

LANDSCAPE DESIGN

- 5.65 The proposed layout has been driven by the desire to create a development that carefully respects the wider area within which it sits and the rural feel of the existing settlement, creating a distinct sense of place.
- 5.66 A variety of landscape types will be created to compliment the proposed dwellings including extensive use of formal hedge planting and ornamental shrubs to plot frontages, all of which will assist in defining the varied character of the edges of the development overlooking the proposed open spaces.
- 5.67 The scheme will supported by a detailed set of landscape proposals to demonstrate the desire to create a quality of public realm to enhance the setting of the proposed dwellings.
- 5.68 The detailed proposals are based on the principles establish by the landscape strategy, approved with the outline planning permission for the site, which showed how the development has been conceived to be 'landscape-led' with open space and planting at the forefront of the design process.
- Key Landscape Objectives**
- The desire to create a rich and varied landscape-led development;
 - Carefully reference the character of the adjacent area;
 - Provision of a high-quality public realm;
 - Maximise opportunities for street tree planting;
 - Reinforce varied character to edges of the parcel; and
 - Accommodate sustainable forms of drainage (SuDS) where required;
- 5.69 The layout of the site provides two significant landscape benefits;
- The creation of a large expanse of opens pace to the south of the scheme within the area of the floodplain, accounting for a large proportion of the total site area, containing a network of footpath routes and main cycle connection down to Colebrook Lane, linking the site back to the existing settlement of Cullompton.

- Integration of the existing play space on Siskin Chase into one larger, green space to act as a focal area for the northern half of the development, bringing together the existing and new communities.

- 5.70 The scheme has been sensitively designed to retain all of the existing mature landscape features around the site, including the trees and hedgerows that make-up the boundaries, which provide a verdant backdrop to the proposed housing, reinforced by new native planting and grassland margins. Housing has been sited to step-off from the boundaries to ensure the trees are adequately retained.
- 5.71 The development also provides opportunities for the inclusion of a number of new community facilities in the form of a new allotment area, with a number of small plots and associated parking area, along with an informal play trail that runs through the southern open space, providing a series of natural play stations for all ages.
- 5.72 The new open space is designed as a natural parkland landscape, providing plentiful opportunity for new native tree and scrub planting and the development of extensive areas of species-rich meadows to evolve, which will greatly improve the biodiversity value of the site. The open space will be enclosed by lengths of species-rich native hedgerow to provide a sense of enclosure and buffer the open space from the new roads, clipped to a height of 1.2m to maintain overlooking.
- 5.73 The landscape scheme has been developed in partnership with the appointed ecologists to achieve a scheme that seeks to maximise biodiversity benefit and includes for a number of bespoke ecology features like wetland scrapes and hibernacula in the open space.





- 5.74 The use of native species will be utilised wherever feasible, especially in the open space areas away from the housing, where the introduction of a variety of native species in this way will respond directly to the underlying character of the landscape and promotes biodiversity. In some situations, it is far less appropriate to use plants selected from an entirely native palette, in particular adjacent to residential properties where most native species would grow too big or provide a lack of interest. The result is a carefully selected balance of native species plants and ornamental or 'introduced' species. Expanding the planting palette in this way allows the use of selected near/non-native species which contribute additional variety in terms of colour, texture, fragrance and season interest. Many non-native species also provide excellent habitat and food sources for birds, insects and other small animals, including plants such as Lavender, Rosemary or Hebe.
- 5.75 Attractive herbaceous and deciduous shrub planting is underpinned with a selection of resilient evergreen species to provide year-round interest.

- 5.76 Within the site the landscape treatment will assist in defining private curtilages, enhancing the spatial quality of the streetscape and parking areas created by the architectural layout and has been designed to reinforce the four defined character areas.
- Frontages to dwellings within The Core Housing (CA1) will predominantly be shrub planted with green foliage evergreen species such as Photinia, Hebe and Escallonia with occasional accents of colour provided by such species as Spiraea.
 - Dwellings within the Mews Courts (CA2) will be landscaped with clipped Golden Privet hedging and colourful ornamental shrub species, such as Japanese Spindle.
 - Within the northeast corner of the site, dwellings within The Green (CA3) will be landscaped with larger blocks of shrub planting of single evergreen species, such as Honeysuckle, Lavender and Senecio 'Sunshine'.
 - Dwellings overlooking the open space areas and brook corridor within the Green Edges (CA4) will be landscaped with single species native hedge planting of Hornbeam and Beech that will reinforce this character and create a unified landscape treatment.
- 5.77 Elsewhere in the scheme, new tree planting in the public realm will add height, structure and dappled shade to the development, whilst helping to reinforce the character of the development and soften the streetscene; example species would include Turkish Hazel (Core Village Housing), Himalayan Birch (Mews Courts), Honey Locust (The Green) and Field Maple 'William Caldwell' (Green Edges). Individual trees are strategically located at the focus of key viewpoints, forming visual linkages through the scheme and drawing your eye to the open space, referencing the wider well-treed landscape.





VIEW NORTH-WEST LOOKING ACROSS THE GREEN

Arrival Space

5.78 Acknowledging the need for a sense of arrival when moving into the site, the layout allows for a key junction to be formed, flanked by a line of formal tree planting, with expansive views out over the southern open space, framed by high-quality rustic timber fencing that surrounds the SuDS basin, focussing the eye southwards to the open space.

Hard Landscaping

5.79 A limited palette of hard landscape materials has been carefully selected to reinforce the hierarchy of streets, providing emphasis along the peripheral streets to assist in reinforcing the character areas, with these areas differentiated by colour to assist in the legibility of the layout.

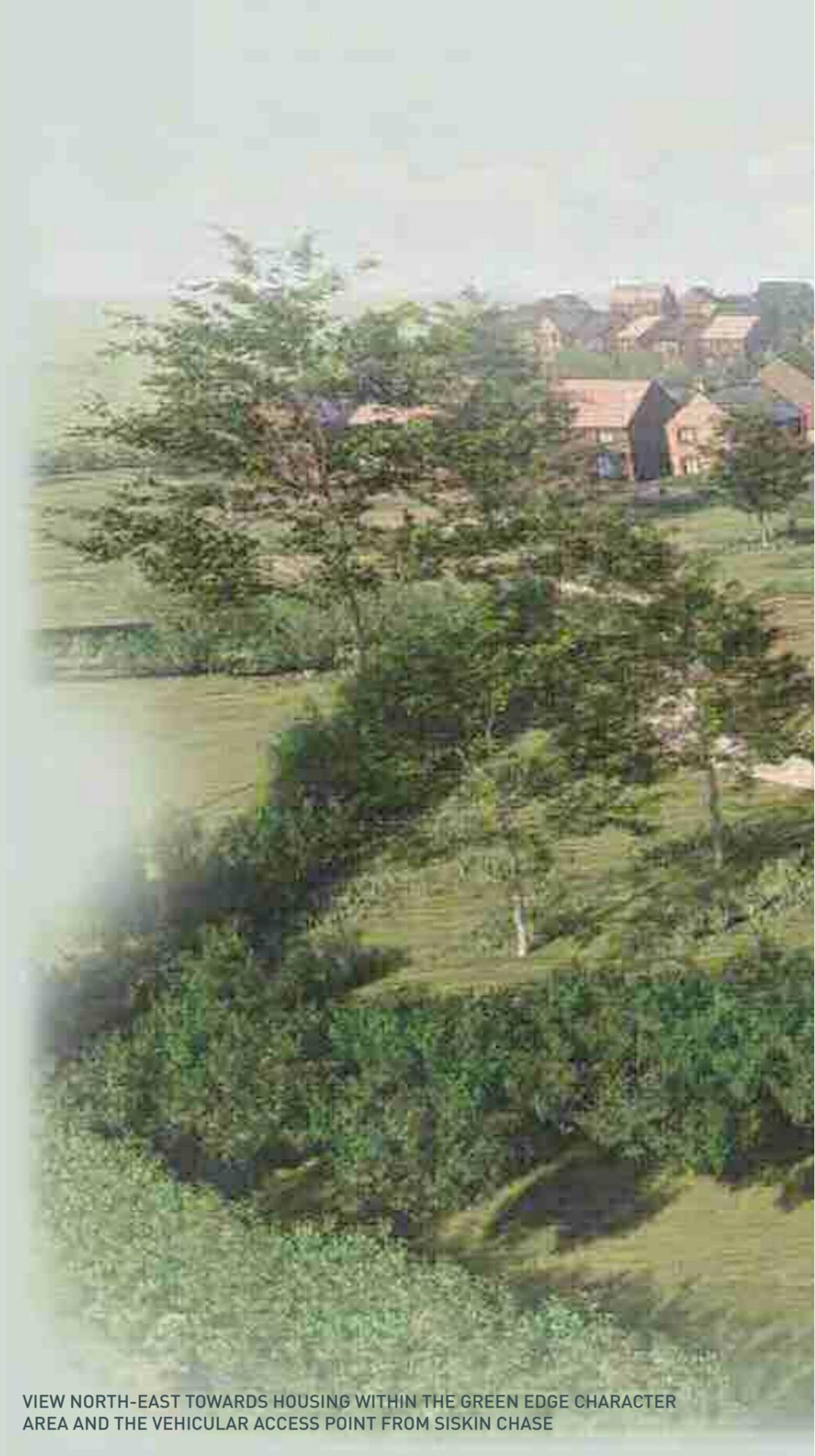
5.80 Where close boarded timber fences and screen walls are proposed to form boundary treatments, structural shrub planting, hedgerows and climbing plants will be specified in the detailed landscape scheme to soften views.

Landscape Management

5.81 Prescriptions in the proposed management regime for the site are also made in order to ensure that for example, cutting and mowing are undertaken at the correct times of year and frequency. A programme of landscape maintenance is submitted to accompany the planning application, in the form of a landscape management plan and schedule. This outlines the principle management objectives and maintenance tasks for each key area of the development, such as public amenity areas, frontages to private dwellings (until the agreed hand-over to the new owners of the property), boundary trees and hedgerows and public open space areas. This will ensure the establishment, longevity and continued thriving of the newly constructed soft landscape treatment and retained landscape features within the Site.



SEQUENTIAL VIEWS ALONG THE PROPOSED VEHICULAR ENTRANCE FROM SISKIN CHASE



VIEW NORTH-EAST TOWARDS HOUSING WITHIN THE GREEN EDGE CHARACTER AREA AND THE VEHICULAR ACCESS POINT FROM SISKIN CHASE





VIEW NORTH ACROSS THE OPEN SPACE TOWARDS HOUSING WITHIN THE GREEN EDGE CHARACTER AREA AND THE ALLOTMENTS



VIEW SOUTH ALONG MAIN ROAD 3 TOWARDS THE MEWS COURTS AND GREEN EDGES



VIEW NORTH ALONG LANE 1 TOWARDS HOUSING WITHIN THE GREEN EDGE CHARACTER AREA



VIEW NORTH-EAST TOWARDS HOUSING WITHIN THE GREEN EDGE CHARACTER AREA AND THE VEHICULAR ACCESS POINT FROM SISKIN CHASE



VIEW WEST FROM THE NEW VEHICULAR ENTRANCE POINT AT SISKIN CHASE INTO THE SITE



VIEW WEST ALONG ENTRANCE ROAD TO HOUSING IN THE GREEN EDGE CHARACTER AREA, OVERLOOKING THE PUBLIC OPEN SPACE TO THE SOUTH

APPENDIX 1: DESIGN REVIEW PANEL RESPONSE

“THE STATED ASPIRATION TO PRODUCE A DESIGN OF HIGH QUALITY, THAT WOULD RESULT IN A LOCALLY DISTINCT CHARACTER AND ACHIEVE A SENSE OF PLACEMAKING IS CONSIDERED COMMENDABLE”

A design review was held on the 19/11/2020 with the South West Design Review Panel. The following pages set out the Summary of Recommendations received from the panel, and the applicants response to these comments:

Subject to the comments within this document the Panel is supportive of the proposals

The placement of the proposed green space adjacent to an existing green spaces is supported.

The creation of the area of public open space will be of wider public benefit

It would be beneficial to further enhance the sense of arrival into the site

- The landscape led design of the site offers key views across the generous area of public open space proposed in the south of the site. The detailed landscaping proposals include space for street tree planting in deeper planted frontage at the entrance to the site.
- The proposed development comprise a contemporary architectural approach, with the use of high quality materials contrasting with the existing surrounding development on Siskin Chase. In combination with the more detailed landscape work that has been undertaken since the DRP it is felt that this offers a significant contrast to the existing development and the new space will be clearly defined.

Exploring how proposed street alignments may refer to off site landmarks would be beneficial

- There are no suitable landmarks to align streets too. The surrounding landscape is formed of gently rolling hills which will be clearly visible give the edge of settlement location and the cascading nature of the proposed development down the hill towards Colebrooke Lane.

Further links from site to nearby infrastructure

- The potential links to the rugby club were shown on the Indicative Masterplan that accompanied the outline application. These access points were not part of the approved access strategy and therefore will not be progressed as part of the Reserved Matters Application. The RMA already provides 3 points of access, 2 from Siskin Chase to the east and one to Colebrooke Lane to the south-east as per the approved outline application. Links to the west and north are not possible due to land ownerships

Further demonstrate surrounding context in terms of landscape and architectural character

- Information on the historic built development of Cullompton has been added to the Design Statement.

Site sections that extend beyond the site boundary

- Site sections that demonstrate how the proposed development will sit within the landscape and the relationship with the surrounding land uses have been added to this Design Statement.

Use of connecting built structure can help to create a sense of character and place

- We have not used build overs in the layout as it is felt that these are reminiscent of the coaching arches found in the historic centre of Cullompton. The proposals form a new outward facing western edge of Cullompton, it is felt that given the location of the site that a perceived increase in density would be appropriate for the location.

The design of the proposals feels overly highways led

- The proposals have been designed to comply with the LHA adoption standards. We have sought to downgrade and reduce areas of tarmac wherever possible whilst ensuring that the proposed roads are of an adoptable standard.

Further consider the detailed design and highways relationship of the open space edges

- The detailed landscape proposals ensure that public access to the open space is retained, whilst the road can be built to adoptable standards. Wooden posts will be utilised to define the edge of the POS whilst ensure that the wide scale views across the open space are retained.

The proposals may benefit from reconsidering the position of road layouts

- The design of the roads has been led by the levels of the site. The proposed alignments provide the most efficient use of land given the contours of the site.
- We understand the DRP's desire to see units served by rear access roads to create a potentially greener development edge facing the public open space in the south of the site. However, the use of rear access routes does not accord with best practice urban design principles. The use of rear access routes can lead to areas without natural surveillance, exposed rear private boundaries, and under utilised frontages. A large number of the proposed dwellings (33 units) are to be Part M4 (Cat 2) complaint, to meet this requirement the principle dwelling access is required to be as close to parking bays as possible with limited changes in the levels as possible. The use of long front access paths would not allow this level of accessible dwellings to be provided.

The proposals should demonstrate how considerations of sustainability have informed the design process

- All dwelling's will be built to comply with the current building regulation standards applicable at the time of construction, as per the outline application approval.

Introducing angles to the orientation of building frontages may add a sense of rhythm and distinctiveness

- The detailed development proposals provide 105 dwellings as per the outline approval. Varying the orientation of dwellings would lead to a more inefficient development. It is felt that the change in levels of the development will provide suitable variation to the development frontage.

-  DESIGN
-  ENVIRONMENT
-  PLANNING
-  ECONOMICS
-  HERITAGE

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Planning and Licensing Committee – Terms Of Reference (February 2021)

4.4. PLANNING & LICENSING COMMITTEE

Terms of reference

- i. The Committee shall meet twice a month with the Chairman having discretion to call extraordinary meetings as required.
- ii. To respond to all planning and licensing applications where the Council is consulted having due regard for:
 - The National Planning Policy Framework.
 - The Planning Authority's Local Plan.
 - The Conservation Area Management Plan.
 - The Greater Exeter Strategic Plan
 - The Neighbourhood Plan
 - The view of parishioners as appropriate.
 - All other information and advice that may be available.
- iii. To represent the council at meetings of Mid Devon District Council's Planning & Licencing Committees and to make written or verbal representation on behalf of the council in the event of a planning or licencing application being appealed.
- iv. The Chairman shall refer any major or contentious planning application to the council for consideration.
- v. To advise the Council as required on all matters associated with the Local Development Plan and any other planning consultation documents.
- vi. To oversee the production and implementation of a Neighbourhood Plan.
- vii. To have overall responsibility and decision-making authority regarding the public consultation to find out what local people want in a country park [in the context of the garden village and other development plans for Cullompton].
- viii. To monitor progress of planning for the new motorway junction to Planning and Licensing Committee working in conjunction with Devon County Council and Highways England and the Mid Devon Master-planning Group

4.4. PLANNING & LICENSING COMMITTEE updated 2020.

Terms of reference

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- v. To advise the Council as required on all matters associated with the Local Development Plan and any other planning consultation documents.
- vi. To oversee the production and implementation of a Neighbourhood

What is a position statement?

A position statement lets people know where you stand on a topic or debate. It can be used in a variety of areas like policy, literature, ethics and legislation.

Cullompton Town Council planning committee needs to work in conjunction with the MDDC Culm Garden Village project team and the MDDC local plan and emerging planning documents. The planning committee therefore needs to have similar terms of reference as the Culm Garden Village Project.

Cullompton Planning Committee needs to include as additional within its terms of reference;

- a) Culm Garden Village, including the East Cullompton Local Plan allocation and the development of the East Cullompton Masterplan
- b) Cullompton Town Centre Masterplan
- c) Cullompton Town Centre Heritage Action Zone
- d) NW Cullompton Urban Extension and additional sites coming forward adjacent to the NW Extension
- e) Transport infrastructure, such as the Town Centre Relief Road, a new Bus Station, a new Railway Station, new cycle paths, improved pedestrian access and other transport related issues
- f) How the climate emergency proposals interact with any or all of these projects
- g) Discuss and work with the 2020 MDDC Local Plan, work with the new emerging MDDC Local Plan (2021)
- h) the emerging MDDC sports pitch strategy

The Cullompton Town Council Planning Committee needs delegated authority to fulfil the following;

- 1) To discuss, consider and respond to **Strategic Planning** developments relating to the Parish of Cullompton. Where necessary to make written or verbal responses.
- 2) To discuss, consider and respond to **potential planning developments** that do not have a specific planning application. E.g. 1. Possible location of Cullompton Bus Station e.g. 2. Location of six potential sites for the M5 Junction 28A. To write position statements.
- 3) To discuss consider and **respond to informal verbal or written comments** or questions arising from potential developments within the Parish of Cullompton. E.g. 1 response to Garden Village or Heritage Action Zone information. E.g. 2 possible location of a new shopping mall in East Cullompton. To write short informal memorandum.
- 4) To discuss consider and **respond to general planning or planning** related documents and information such as many MDDC documents or information, DCC documents and information, National Government and other agencies. E.g. specific information from Neil Parish MP. To be able to create written responses in a variety of situations and to provide written information on topics. Such as views on development of cycle paths.
- 5) To **discuss verbal information** presented to Cullompton Town Councillors in meetings or group meetings related to planning. Such as verbal updates from MDDC planning officers or DCC officers. And respond appropriately
- 6) To discuss consider and respond either through written or verbal responses to Neighbourhood Plan considerations
- 7) To respond through written or verbal responses to the development of Neighbourhood Plan Development Orders as required.
- 8) To deal with day-to-day planning applications and respond to MDDC planning.

Planning Documentation 2021

The Cullompton Planning Committee has delegated authority to perform the following functions;

- 1) To consider, draft and develop **planning policies** (for consideration by the Town Council)
- 2) To consider, draft and develop **planning position statements** (for consideration by the Town Council) such as general statements relating to climate change and use of solar power that do not relate to a specific planning application
- 3) To consider develop and write **informal statements**, points of view, blue skies thinking that relate to planning situations within the parish of Cullompton. E.g., Neil Parish MP asking advice (verbally) on the Town Council views of the location of Cullompton Railway Station, access roads and car parking.
- 4) **Grey Areas.** For the planning committee to be enabled to discuss and respond, verbally, by written report or by email, to a broad range of confidential planning related issues that may involve detailed financial information relating to infrastructure or other development projects that cannot be in the public domain at the present time. E.g. 1. Possible costs of railway station, e.g. 2 possible costs of spine road through NW Extension housing development, E.g. 3 possible changes to Kingsmill Road and new road behind Mole Valley Farmers.
- 5) **Verbal responses.** To consider discuss and respond either through writing or verbally to verbal updates and general other information presented from a wide range of bodies such as MDDC, DCC, Government Organisations and MPs and others.
- 6) To deal with specific and particular planning applications and respond to MDDC.
- 7) That the Scheme of Delegation enables the Town Clerk, following consultation with the chair and vice chair of planning to have delegated authority to discuss planning related matters with other organisations, particularly if a fast response between meetings is needed.

Planning developments Historical contextual background.

- 1) Autumn 2014. MDDC raised questions about the location of 2,000 houses within Mid Devon. One potential location was Sampford Peverell or Willand. Cullompton Town Council organised a meeting of all local surrounding Parish Councils. The meeting took place in Cullompton Town Hall chaired by Rachel Sinclair the Mayor. Cullompton Town Council argued that Cullompton was the logical urban centre to expand, as Cullompton is the largest town in the locality rather than create a new settlement. 97% of Parish councils present agreed. 97% of Parish councils wrote to MDDC arguing that Cullompton was the preferred location for large-scale housing.

Such a meeting and discussion could not have taken place under the current (2021) Clerks interpretation of the planning committee regulations.

- 2) In 2015, Neil Parish MP set up a meeting with National Government Officers, the local Enterprise Partnership Officers, senior MDDC and DCC officers and Cullompton Town Councillors. This took place in Cullompton Town Hall and was chaired by Neil Parish MP. Cllr Gordon Guest presented a power point presentation, as did others. Cllr Guests Power Point information was developed through discussion of the planning committee. It covered a range of general planning issues in Cullompton and did not relate to a specific planning application.

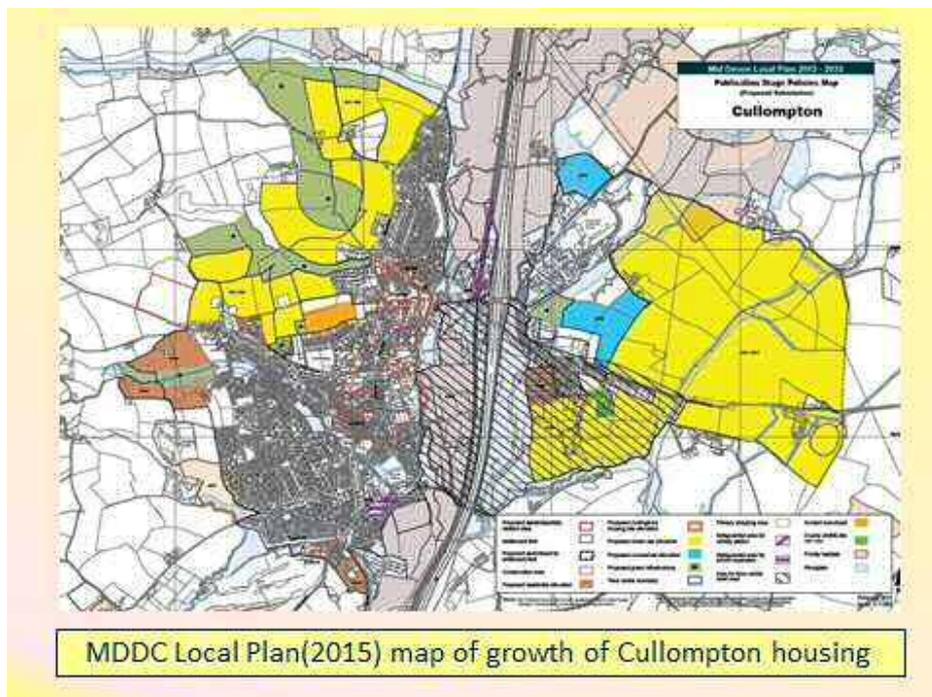
Such a meeting and discussion could not have taken place under the current (2021) Clerks interpretation of the planning committee regulations, because the discussion was on wide ranging general terms about Cullompton. The ability for the Cullompton planning committee to be able to continue with creating and discussing presentations' in the future is critical given the large scope (2021) of housing and infrastructure projects emerging within Cullompton.

- 3) The Cullompton North West Extension (CU 1-6). This is the yellow area on the map below in West Cullompton. MDDC put this area into the 2011 MDDC local Plan. Before any detailed plans were submitted, before there was even a masterplan document MDDC were asking Cullompton Town Council to comment. Cullompton Town Council needed to discuss wish lists of items they would like included, suggestions and other ideas. This took place through planning committee discussions. MDDC then developed several workshops to produce the NW Extension masterplan document. Cullompton councillors were invited to attend. However those councillors attending the MDDC meetings needed to have had detailed preliminary discussions on a whole range of planning ideas specifically for the NW Extension, before attending that MDDC meeting. There was no detailed planning application to respond to.

Such a meeting and discussion could not have taken place under the current (2021) Clerks interpretation of the planning committee regulations, because the discussion was on wide ranging general terms about Cullompton. The ability for planning committee to be able to continue with such detailed discussions within the planning committee and full council in the future is critical given the large scope (2021) of housing and infrastructure projects emerging within Cullompton.

- 4) Cullompton Garden Village 2021. See map below of East Cullompton (yellow). The Garden Village project is moving forward and costing a lot of money. Tens of thousands are being spent by MDDC on consultants and advisors. The Government Garden Village fund and the Transport fund are providing substantial sums of money to pay for all the clerical work that is needed to progress the report. For example, the next stage in commissioning detailed reports will cost around £xy million

pounds. The infrastructure costs for the new M5 junction 28A and railway station will cost well over £zx million pounds. The Cullompton Relief Road will cost £qw million pounds but another £pT million is need for additional works making the cost about £BN million. This extra money is yet to be found. The planning committee needs to be able to interface with all these discussions at a variety of levels form responding to informal questions such as e.g. 1 Neil Parish MP asking questions to e.g. 2 Stuart Jarvis DCC highways wishing to discuss, off the record, ideas about highway options, to planning comments on strategic or specific developments. East Cullompton, see map below, will raise a great many planning issues as it develops. The Cullompton Planning Committee will need to be able to respond to East Cullompton developments as it did with the NW Extension. There is not yet a masterplan for East Cullompton. MDDC will expect the Town Council to be involved with the masterplan process through formal responses, informal responses and a variety of discussions verbal and otherwise between these two positions.



Planning Committee therefore needs very clear criteria to enable such discussions to take place.

Cullompton Neighbourhood Plan. The Government's guidance is quite clear. "Decision-making: Where the local planning authority has issued a decision statement (as set out under Regulation 18 of the Neighbourhood Planning (General) Regulations 2012) detailing its intention to send a neighbourhood plan to referendum, that plan can be given significant weight in decision-making, so far as the plan is material to the application." It is all in the PPG (Paragraph: 107 Reference ID: 41-107-20200925).

- 5) I would respectfully suggest that the Town Clerks interpretation of the use of the Neighbourhood Plan is wrong. That the Government regulations, above, allow the Town Council to use the Neighbourhood Plan currently in any and all planning discussions, including the lengthy discussion on the Countryside Park. I would also strongly argue that all the policies within the Cullompton Neighbourhood Plan are the policies of the Town Council and can be used by the Town Council how and when it chooses. Even if the Neighbourhood Plan fails the referendum, the Town Council could

then choose to adopt any or all of the policies within the Neighbourhood Plan as their own Town Council policies. These policies would not have PLANNING WEIGHT OR LEGAL STATUS if they were just Town Council policies, but they would still be legitimate Town Council policy and could be used. If the Neighbourhood Plan passes the referendum, it will have legal status. As it stands the examiner has approved the Neighbourhood Plan and MDDC have issued a planning weight statement (as per Government legal rules above), available on the MDDC website, so the Neighbourhood Plan is current, usable, and should be considered in relation to planning issues.

- 6) Neighbourhood Plan Policies. The Neighbourhood Plan is 77 pages long with 39 policies all approved by the town council and the planning examiner. Policy SD03 on flooding, policy SD04 on use of solar panels, policy SD07 on infrastructure, policy HT01 on the new M5 junction 28A, policy HS05 on Gypsy sites, and policy TC05 Art in the Public realm are all examples of generic policies that allow the Town Council and Planning Committee to discuss in general or specific terms these policies and how they relate to planning issues within the Parish of Cullompton. Policy WL07 allotments enables the Town Council to discuss the allotments proposed for NW EXTENSION (CU1-6) and sets out councils policy on this issue.

Summary of suggestions for Cullompton Planning Committee.

Cullompton Town Council is going to see some 10,000 houses come to Cullompton over the next ten to fifteen years. This is a huge development with many millions of pounds, possibly several hundreds of millions, needed to pay for infrastructure such as the new Railway Station. MDDC, DCC and the central Government agencies are quite clear these costs will be recovered long term from lots of houses. The more houses built the more financially viable the infrastructure costs. The Planning Committee needs a structure and delegated powers so that it can operate and perform across a wide range of different levels. The scale of Cullompton's development means it will require a more sophisticated and structured operating policy for the planning policy, more in line with Exeter City than a small rural parish.

At one end of the planning spectrum, the committee will be discussing an application for an extension or conservatory, at the other talking in a large broad-brush manner on large strategic planning issues such as the 5,000 houses and related ideas for the Garden Village. Responses will range from formal written responses through verbal discussion and the council offering views and opinions. There will also be GREY AREAS where there will need to be discussion of confidential financial issues. For example if the railway station car park goes in location X it will cost five million but if it went in location Y it could cost three million.

The Council and planning committee also need to push for amenities for the Town so it is not just a huge housing estate. This means being positive and proactive and pushing MDDC, DCC and developers for the amenities the Town wants. Otherwise, if the council is only reactive to MDDC and developers it will get what they (MDDC) consider appropriate. The current structure for the planning committee makes it more a reactive committee than a proactive committee. The 39 policies of the Neighbourhood Plan go some way to supporting and helping the Town Council in this process of being proactive. However, they do not cover all circumstances or unforeseen issues.

Therefore, The Planning Committee needs to be able to respond flexibly in a wide range of different circumstances from specific planning applications to comments about strategic development and also being creative in blue skies planning thinking.

I hope this draft report goes some way to explaining the current and future operating needs of the Cullompton Planning Committee.

Cllr Gordon Guest
Wednesday 10th February 2021

Chair of Cullompton Town Council Planning Committee