



Town Clerk: Dan Ledger

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MINUTES OF AN ORDINARY MEETING OF CULLOMPTON TOWN COUNCIL
DATED THURSDAY, 15th DECEMBER 2022 AT 7:00PM
AT CULLOMPTON TOWN HALL AT 7.00PM

PRESENT:

Councillors: J Buczkowski (Chair), M Dale, R Dietrich, S Holvey, J Johns, M Smith.

Officers: The Town Clerk, the Assistant Town Clerk and the Finance Officer.

Others: 1 member of the public.

Ref 672 **APOLOGIES FOR ABSENCES**

15.12.22 Apologies received and accepted from Councillors E Andrews, L Knight, K Haslett and C Snow.

Ref 673 **DECLARATION OF INTEREST**

15.12.22 Councillor M Thompson declared a pecuniary interest in respect of Planning Application DCC/4323/2022 as he lives adjacent to the proposed development site.

Councillor J Buczkowski declared a non-registerable interest as he is an elected member of Mid Devon District Council.

Ref 674 **PUBLIC QUESTION TIME**

15.12.22 There were no questions from the member of the public present.

Ref 675 **CHAIRMAN'S REPORT**

15.12.22 The Chair announced the resignation of Councillor I Findlay and expressed the gratitude of the council for his work.

The Chair expressed the gratitude of the council to all the volunteers, the Assistant Town Clerk, Councillors J Johns and M Dale for making the Christmas event the success it was.

Ref 676 **MINUTES**

15.12.22 **RESOLVED:** the Minutes of Ordinary Meeting of the Council held on Thursday, 29th September 2022 are adopted as a true and correct record of the meeting and signed as such.

RESOLVED: the Minutes of Extra-Ordinary Meeting of the Council held on Thursday, 24th November 2022 are adopted as a true and correct record of the meeting and signed as such once the following inaccuracies are corrected:

- Councillor S Holvey noted that his absence was not recorded despite his having tendered apologies to the Town Clerk.

- Councillor J Johns requested that a spelling inaccuracy is corrected.

Ref 677
15.12.22

PAYMENTS LIST

RESOLVED: that the payment list is approved.

Ref 678
15.12.22

LETTER FROM MID DEVON DISTRICT COUNCIL (MDDC)

RESOLVED: that the Town Council decline to take on any further services from MDDC until such time as parity is achieved with other population centres in the District.

Ref 679
15.12.22

HANGING BASKETS

RESOLVED: the expenditure of £952 + delivery charge is approved for the purchase of an additional 28 hanging baskets.

Ref 680
15.12.22

BUDGET AND VIREMENTS

Several changes to the proposed revenue budget lines were proposed and these will be made before bringing the budget back to the Full Council.

The list of EMR holdings was read by the Chair and the total EMR is approximately £210,000.

The proposed Precept, with the proposed changes, will be £499,000, a 0% increase on a Band D property.

RESOLVED: that the virement and EMR changes are incorporated into the budget and brought to the Full Council.

Ref 681
15.12.22

YOUTH SERVICES

RESOLVED: the recommendation of the Community, Economy and Tourism Committee is ratified and that the partnership working arrangement for the provision of Youth Services is supported.

Ref 682
15.12.22

BANK MANDATE AND CHARGE CARD

RESOLVED: Dan Ledger, in his positions of Town Clerk and Responsible Finance Officer, is made an administrator of the council's bank account and becomes a holder of the charge card.

Ref 683
15.12.22

WORKING PARTIES

Proposed: the Officer recommendations are adopted and that the following Working Parties are formed:

- Events Working Party reporting to the Community, Economy and Tourism Committee.
- Strategic Growth and Development Working Party and Property reporting to the Planning, Licensing and Strategic Growth Committee.
- Outdoor Spaces Improvements Working Party reporting to the Service, Property and Outdoor Spaces Committee.

Proposed Councillor J Buczkowski

Seconded Councillor M Dale

An amendment was proposed that an additional Information Technology Working Party is maintained.

Proposed Councillor M Thompson

Seconded Councillor S Holvey

The Amendment was carried.

RESOLVED: that the following Working Parties are formed:

- Events Working Party reporting to the Community, Economy and Tourism Committee or Full Council.
- Strategic Growth and Development Working Party reporting to the Planning, Licensing and Strategic Growth Committee or Full Council.
- Property and Outdoor Spaces Working Party reporting to the Services, Property and Outdoor Spaces Committee or Full Council.
- Information Technology Working Party reporting to the Governance, Resources and Finance Committee or Full Council.

PLANNING MATTERS

Ref 684
15.12.22

[22/02120/FULL](#)

Creation of 2 car parking spaces at land at NGR 301997 107506, St Andrew's Estate, Cullompton.

RESOLVED: Planning Application 21/02120/FULL is **OBJECTED** as it is not in accordance with Cullompton Neighbourhood Plan Policy HS02. The proposed parking places make visitor parking more difficult as it removes a vehicle turning space. Visitor parking for services such as care providers for those that require care and support in their home will be reduced. Additional Disabled parking should be provided.

Ref 685
15.12.22

[22/02185/FULL](#)

Retention of extension to existing building, shipping container and car park and construction of retail unit for fish sales at Fordmore Farm Shop, Newlands Park, Cullompton.

RESOLVED: Planning Application 21/02185/FULL is **SUPPORTED**.

Ref 686
15.12.22

[22/02258/LBC](#)

Listed Building Consent to replace window casements and doors, form new openings and installation of 3 conservation style roof lights, extend existing terrace and steps and guarding at Janes Cottage, Cullompton.

RESOLVED: Planning Application 21/02258/LBC is **SUPPORTED**.

Ref 687
15.12.22

[DCC/4323/2022](#)

Construction of new two storey teaching accommodation comprising twelve classrooms and support spaces with associated works, to be undertaken in two phases at Cullompton Community College, Exeter Road, Cullompton.

RESOLVED: Planning Application DCC/4323/2022 is **SUPPORTED**.

Ref 688
15.12.22

[22/01579/ARM](#).

Reserved matters for the erection of a dwelling with associated access following Outline approval 19/01095/OUT at Land at NGR 302966 107449 (South of Grant's Cottages), Cullompton.

RESOLVED: Planning Application 22//01579/ARM is returned to the Planning Authority with no comment.

Ref 689
15.12.22

EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: in accordance with Public Bodies Admission to Meetings Act - Local Government (Access to Information) Act (1985) Schedule 12A, parts 1.1 and 4.14, the public and press are excluded from this part of the meeting.

Ref 690
15.12.22

DEPUTY CLERK'S ROLE AND STOP-GAP MEASURE

RESOLVED:

- The Job Description, Person Specification and job advertisement for the Deputy Clerk's role is approved.
- The salary range of the Deputy Clerk's role is approved.
- The stop-gap measure of employing an individual on a fixed-term, 2 months, contract at SCP24 is approved.
- The payment of 10% of the total value of the new contract is approved.
- The Town Clerk and officers are given delegated responsibility to create an interview panel after receipt of applications.

Proposed Councillor J Buczkowski

Seconded Councillor J Johns.

Ref 691
15.12.22

HEALTH AND SAFETY PROCEDURES AND COMPLIANCE

RESOLVED:

- The contents of the report are noted.
- To cancel all Committee meetings for a period of 3 months to allow for operational procedures and necessary compliance to be fully implemented.
- To authorise the Town Clerk, in consultation with the Chair and Vice-Chair of the council, to spend up to £5,000 on Health and Safety compliance; this will be vired from General Reserves to the Health and Safety support budget line. This will be subject to working within all other parts of the council's Financial Regulations except Regulation 4.1. The delegation will allow the Town Clerk, in consultation with the Chair and Vice-Chair, to authorise spending over £1,000 up to £5,000 for both Health and Safety Support and Fire Safety budget headings.
- That the Town Clerk will further report on the Town Hall maintenance at the next available Full Council meeting.

Ref 692
15.12.2022

PHONE CONTRACT

RESOLVED:

- The council's mobile phone contracts are reduced to the minimum level, at the Town Clerk's discretion, whilst maintaining service provision.
- Two of the mobile phone contracts are upgraded to data SIM contracts.

The meeting closed at 8:20PM