



Town Clerk: Dan Ledger

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MINUTES OF AN ORDINARY MEETING OF CULLOMPTON TOWN COUNCIL
DATED THURSDAY, 12TH JANUARY 2023 AT 7:00PM
AT CULLOMPTON TOWN HALL

PRESENT:

Councillors: R Dietrich, G Guest, K Haslett, S Holvey, J Johns, L Knight (Chair), M Smith, M Thompson

Officers: The Town Clerk, the Assistant Town Clerk and the Outdoor Maintenance Supervisor.

Others: None.

Ref 693

APOLOGIES FOR ABSENCE

12.01.2023

Apologies were received and approved from Cllrs E Andrews, J Buczkowski, M Dale and C Snow.

Cllr M Smith indicated that he would have to depart the meeting after approximately 30 minutes to meet a prior commitment.

Ref 694

DECLARATION OF INTEREST & DISPENSATIONS

12.01.2023

There were no declarations of interests made.

Ref 695

PUBLIC QUESTION TIME

12.01.2023.

There were no members of the public present.

Ref 696

MINUTES

12.01.2023

RESOLVED to adopt the Minutes of the Ordinary meeting of the Council held on 15 December 2022 as a true and correct record of the meeting; they were signed as such.

Ref 697

CHAIRMAN'S REPORT

12.01.2023

The Chair had no reports to make.

Ref 698

TOWN CLERK'S REPORT

12.01.2023

The Town Clerk reported that:

- A written report will be included in Agenda packs going forward.
- There had been a number of Health and Safety related matters addressed such as emergency light testing and rectification, legionella testing of the Town Hall water supplies and portable appliance testing.

- The outdoor team are doing a fantastic job at the Cemetery.
- Small inaccuracies in some Staff contracts have been rectified; all others will be rectified by 16 Jan.
- Microsoft 365 has been adopted; there are some teething problems but Staff are working to resolve these issues.
- Staff training on 365 will take place starting next week, Councillors training will follow thereafter.
- The new website has gone live; crucially, it is WCAG compliant making the site easier to access for those with visual impairments and minor motor difficulties.

Ref 699
12.01.2023

FINANCE

RESOLVED that the Bank Reconciliations up to 31 December 2022 are approved.

RESOLVED that payments, receipts and invoices paid under delegated authority are noted.

RESOLVED to note the budget to date and approve any virements between budgets and reserves.

Ref 700
12/01/2023

STANDING ORDERS

To approve revised Standing Orders

There was discussion and some minor amendments, but there was a specific vote on proposed Standing Order 25a that is in relation to removing the right of Councillors to inspect land and property without first consulting and making an appointment with the Town Clerk.

RESOLVED to adopt model Standing Order 25a which reads:

“Unless duly authorised no councillor shall:

- inspect any land and/or premises which the Council has a right or duty to inspect.”

A recorded vote was requested by Cllr M Thompson.

Those voting in favour of the motion: Councillors G Guest, K Haslett, J Johns and L Knight

Those voting against the motion: Councillors R Dietrich, S Holvey and M Thompson

The motion carried and model Standing Order 25a is adopted.

RESOLVED to adopt the Standing Orders.

Ref 701
12.01.2023

FINANCIAL REGULATIONS

To approve revised Financial Regulations

Following discussion and some minor amendments concerning ceiling figures throughout the document, it was:

RESOLVED to adopt the Financial Regulations.

- Ref 702
12.01.2023 **BUDGET**
Following discussion and some minor amendments, it was:
- RESOLVED** that the draft budget for the Financial Year 2023-2024, resulting in a 0% increase in the precept demand for a typical Band D property, is approved.
- A recorded vote was requested by Councillor M Thompson.
- Those voting in favour of the motion: Councillors R Dietrich, G Guest, K Haslett, S Holvey, J Johns and L Knight
- Those voting against the motion: Councillor M Thompson
- Ref 703
12.01.2023 **DATA PROTECTION POLICY**
Following discussion and some minor amendments, it was;
- RESOLVED** to adopt the Data Protection Policy.
- Ref 704
12.01.2023 **INTERNAL AUDIT REPORT**
The contents of the Interim Internal Audit Report findings were noted.
- Ref 705
12.01.2023 **CODE OF CONDUCT**
To approve the minor amendments to the Code of Conduct to make it specific to Cullompton Town Council
- RESOLVED** that the Councillor Code of Conduct be adopted.
- Ref 705
12.01.2023 **PLANNING MATTERS**
[22/02348/FULL](#). Siting of a rural worker's dwelling and associated natural screening planting at Colebrooke Fishery, Cullompton.
- RESOLVED** that planning application 22/02348/FULL is **SUPPORTED**.
- [22/01300/HOUSE](#). Erection of a two-storey side extension following demolition of existing garage at 5 Bockland Close, Cullompton.
- RESOLVED** that planning application 22/01300/HOUSE is **SUPPORTED**.
- Ref 706
12.01.2023 **EXCLUSION OF THE PRESS AND PUBLIC**
RESOLVED that, in accordance with Public Bodies Admission to Meetings Act - Local Government (Access to Information) Act (1985) Schedule 12A, parts 1.1 and 4.14, public and press are excluded from this part of the meeting.
- Ref 707
12.01.2023 **CEMETERY PATH PROJECT**
RESOLVED that up to £10,000 is allocated to supply materials for the installation of improved pathways at the Cemetery (West) with any surplus funding being allocated to other Cemetery maintenance projects.
- Ref 708
12.01.2023 **PUBLIC CONVENIENCE LEASE AGREEMENT**
RESOLVED that the draft Public Convenience Lease Agreement is approved with a copy to be distributed ahead of signature.

Ref 709

LEGAL MATTERS UPDATE

12.01.2023

RESOLVED that the Deputy Clerk is authorised to negotiate with a Creditor up to the full amount of the claim at a mediation meeting due to take place in the near future.

Ref 710

AGREEMENT FOR USAGE OF ST ANDREWS CAR PARK

12.01.2023

RESOLVED that the Town Clerk is delegated to draft an agreement, to enable claims to be made for loss or damage to council income and property, penalty clauses for delays and specifying dates and times during which operations may take place, in relation to the use of St Andrew's car park by a development contractor acting on behalf of Mid Devon District Council.

The meeting closed at 8:40PM