



IN ACCORDANCE WITH THE STATUTORY REQUIREMENTS OF THE LOCAL GOVERNMENT ACT 1972 SCHEDULE 12
PARAGRAPH 26(2) [A] (ADMISSIONS TO MEETINGS) SECTION 1(4)

NOTICE IS GIVEN THAT AN ORDINARY MEETING OF CULLOMPTON TOWN COUNCIL
WILL BE HELD AT TOWN HALL, CULLOMPTON
ON THURSDAY, 24 AUGUST 2023 AT 7:00PM

MEMBERS OF THE PUBLIC HAVE THE RIGHT TO ATTEND UNLESS A SPECIFIC DECISION HAS BEEN
TAKEN TO PROHIBIT THEM

TO THE CHAIR AND COUNCILLORS OF CULLOMPTON TOWN COUNCIL

**YOU ARE HEREBY SUMMONED TO ATTEND AN ORDINARY MEETING OF CULLOMPTON TOWN
COUNCIL**

18 AUGUST 2023

AGENDA

1. Election of Chair

To elect a Chair of the Council for the remainder of the Municipal Year 2023-2024.

2. Apologies for Absences

Council to receive apologies for absence and consider the reasons given. ([LGA 1972 s85\(1\)](#)).

3. Declaration of Interest & Dispensations

Members to declare any interests, including Disclosable Pecuniary Interests, they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with [Localism Act 2011 s33\(b-e\)](#) (this does not preclude any later declarations).

4. Public Question Time

Members of the public are invited to question the Council on local issues etc. Questions will be answered by The Chair, The Chairs of the Standing Committees or Clerk. These persons will reserve the right to postpone making an answer until the following meeting to take advice or undertake research.

During this time, outstanding answers from previous meetings will be delivered.

5. Minutes ([LGA1972 Schedule 12 Paragraph 41](#))

To approve the Minutes of:

- 5.1. [Ordinary Meeting of the Full Council held on 22 June 2023](#) (deferred from the Full Council Meeting of 27 July 2023).
- 5.2. [Ordinary Meeting of the Full Council held on 27 July 2023](#).
- 5.3. [Ordinary Meeting of the Full Council held on 8 August 2023](#).

6. Co-options

To consider the co-option application for [P Regardsoe](#).

7. Planning Matters

- 7.1. [23/01191/OUT](#). Outline for the erection of a dwelling following demolition of disused garage with all matters reserved at 36 Exeter Road, Cullompton.
- 7.2. [23/01258/FULL](#). Erection of 3 dwellings following demolition of existing dwelling at 18 Exeter Road, Cullompton. *Note: A scheme for the erection of 5 dwelling following demolition of the existing dwelling ([20/01946/OUT](#)) was withdrawn.*
- 7.3. [23/01251/MFUL](#). Variation of conditions 3, 16, 22 and 23 and removal of condition 18 of planning permission 19/01679/MFUL (Construction of ground-mounted solar PV panels to generate up to 49.9MW (Site Area 60.78ha) and battery storage facility together with all associated works, equipment and necessary infrastructure) to allow amendments to internal roads, access to southern parcel, battery stations, layout of solar PV arrays and fence lines, redesign of substation area, removal of proposed gantry and replacement with point of contact mast and addition of 4 (temporary) construction compounds at Land at NGR 303437 103555 East of Langford Mill & Tye Farm Langford Devon.

8. Finance Reports

To consider and not the payments, receipts and invoices. To consider other financial matters including the bank reconciliation. It is **RECOMMENDED** that members:

- 8.1. Note the [Bank Reconciliations up to 31 July 2023](#).
- 8.2. Note the [payments made under delegation, receipts received and approve the Council payment list](#).
- 8.3. Note the [budget to date](#) and approve any virements between budgets and/or reserves.

9. Appointment to Representatives to Outside Bodies

Following discussions with MDDC, to confirm that the Town Centre Regeneration Partnership Group is part of the HAZ Project to which Councillor J Johns was appointed at the meeting of the Full Council on 27 July 2023.

10. Governance

To appoint Councillors to Committees as follows

- 10.1. Governance, Finance and Resources Committee.
- 10.2. Services, Property and Outdoor Spaces Committee.
- 10.3. Community, Economy and Tourism Committee.
- 10.4. Planning, Licensing and Strategic Growth Committee.
- 10.5. Appeals Committee.
- 10.6. Note the [meeting schedule](#) in accordance with Minute C23/075.

11. Grant Applications

To consider grant applications from the following:

- 11.1. [Voluntary Car Scheme](#).
- 11.2. [Cullompton Festival Steering Group](#) (already earmarked).

12. Community Consultation

To consider the draft [Community Consultation](#).



Dan Ledger
Town Clerk / RFO

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MINUTES OF AN ORDINARY MEETING OF CULLOMPTON TOWN COUNCIL
DATED THURSDAY, 22 JUNE 2023 AT 7:00PM
AT CULLOMPTON TOWN HALL

PRESENT:

Councillors: J Buczkowski, R Dietrich, S Holvey (Chair), P James*, J Johns, A Spring*, C Snow, J Stanford, M Thompson.

Officers: The Town Clerk, Deputy Town Clerk

Others: District Councillors E Buczkowski, L Knight, S Robinson
 2 candidates for co-option and 1 Member of the Public.

Formally joined the meeting once they had been co-opted at Minute **C23/040.*

C23/031 APOLOGIES FOR ABSENCES

Apologies were received and accepted from Councillors M Dale.

C23/032 DECLARATION OF INTEREST AND DISPENSATIONS

The following Declarations of Declarable Pecuniary Interests, Other Registerable Interests and Non-Registerable Interests were made:

Councillor C Snow declared an affects and prejudicial Non-Registerable Interest in Minute **C23/036** as he lives adjacent to the proposal and such a proposal may affect the value of his property.

C23/033 PUBLIC QUESTION TIME

None.

C23/034 MINUTES

The Minutes of the Ordinary Meeting of the Council held on Thursday 8 June 2023 were adopted as a true and correct record of the meeting; they were signed as such. Adopted.

C23/035 RESOLVED to suspend Standing Orders to allow Members of the Public to speak and to move Agenda item 12 to this point in the meeting.

Councillor C Snow left the meeting having declared a Non-Registerable Interest.

C23/036 **TOWN TEAM**

Sue Robinson presented proposals for a youth shelter in the vicinity of the skate park and John Tallack Centre.

C23/037 **RESOLVED** to resume Standing Orders.

1. **RESOLVED** that the matter of furniture at the skate park is deferred until such time that the community consultation has been completed and analysed.

Sue Robinson and Ray Ursell spoke to proposals to open a Community Café in Cullompton to support members of the Eastern European community in particular, including an embryonic Business Plan.

2. **RESOLVED** conditional support is given to the proposal to open a Community Café once a formal proposal is made to open such a facility, when a detailed and sustainable Business Plan is deemed to be acceptable and what the level of direct Council support will be.

Councillor C Snow returned to the meeting.

C23/038 **CHAIRMAN'S REPORT**

The Chairman reported that:

1. He had formally opened the McCarthy Stone development at Willand Road.
2. The Farmers' Market 25th Anniversary a great success with good turnout.
3. The Railway Station remains on track to open mid-2025.
4. The s106 Working Group with work to continue on a Play Area Strategy to present to the Council at a future meeting as well as discussing the Upcott Field.

C23/039 **TOWN CLERK'S REPORT**

The Town Clerk reported that:

1. The yard at the rear of the Town Hall has been cleaned.
2. Allotment inspections have taken place at Tiverton Road and the Top Field with further inspections planned in the next two weeks at Hayman's Close. Improvement notices will be sent to the relevant plots and the outdoor team will be ensuring the cutting of the required pathways.
3. A meeting was held with market traders and the majority were amenable to utilising St Andrew's car park but would prefer to be placed in the High Street or Forge Way car park. Talks continue with MDDC on the best way forward.
4. Ramps have been purchased for the mower and trailer and are now with the Council.
5. The new finance is in place and apps are installed for asset management, play inspections and general inspections. The apps will be fully operational on completion of the asset review that will commence in the week commencing 26 June 2023.
6. The first two working party meeting have now taken place. The next Strategic Plan Working Party will look at the creation of themes for the community consultation. The other working party meeting next month will be dedicated to the Outdoor Spaces and Improvements working group and will include the Cemetery.

C23/040

CO-OPTIONS

1. P Gummer. **RESOLVED** that the application is deferred in his absence.
2. P James. **RESOLVED** that P James is co-opted as a Cullompton Town Councillor in St Andrew's Ward.
3. A Spring. **RESOLVED** that A Spring is co-opted as a Cullompton Town Councillor in St Andrew's Ward.

C23/041

FINANCE

1. **RESOLVED** that the Bank Reconciliations up until 31st May 2023 are approved.
2. **RESOLVED** that the payments, receipts & invoices paid under delegation approve the Council payment list are noted.
3. **RESOLVED** that the budget to date and approve any virements between budgets and/or reserves are noted.
4. **RESOLVED** that the update on Council's Employer pension contribution is noted.

C23/042

ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR)

1. **RESOLVED** that the report of the Internal Auditor is noted.
2. **RESOLVED** that Section 1 – Annual Governance Statement 2022/23 is approved.
3. **RESOLVED** that Section 2 – Accounting Statements 2022/23 is approved.
4. **RESOLVED** that the period for the exercise of public rights is 26 June 2023 – 4 August 2023 is noted.

C23/043

PLANNING MATTERS

1. [23/00653/HOUSE](#). Erection of a log cabin at 73 Greystone Walk, Cullompton. **RESOLVED** that the Council has **NO OBJECTION** to planning application 23/00653/HOUSE provided that the cabin is exclusively for the leisure use of the property owner.
2. [23/00896/FULL](#). Redevelopment of site for the erection of a Chapel of Rest and Funeral Parlour (Use Class E).
RESOLVED that planning application 23/00896/FULL is **OBJECTED** to:
 - Vehicular access, particularly long Funereal vehicles.
 - Dropped kerb.
 - Vicinity of children in and out of the Baptist Church.
 - Proximity of the communication cabinets and the bus shelter.
 - It is recommended that DCC conduct a physical inspection of the site to assess the safety of vehicular access and egress.

C23/045

RESOLVED that Agenda items 11 and 13 are deferred.

C23/046

RESOLVED that, In accordance with [Local Government Act 1972, Schedule 12A, parts 1.1 and 4.14](#) and [Section 1\(2\) of the Public Bodies \(Admission to Meetings\) Act, 1960](#), public and press are therefore excluded from this part of the meeting.

C23/047 **RESOLVED** that Peninsula is appointed as the Council's Health and Safety Advisor for a period of 5 years.

Meeting closed at 21:15.

DRAFT



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MINUTES OF AN ORDINARY MEETING OF CULLOMPTON TOWN COUNCIL
DATED THURSDAY, 27 JULY 2023 AT 7:00PM
AT CULLOMPTON TOWN HALL

PRESENT:

Councillors: J Buczkowski, E Buczkowski*, M Dale, R Dietrich, S Holvey (Chair), P James, J Johns, A Spring, C Snow, J Stanford, M Thompson.

Officers: The Town Clerk

Others: District Councillors E Buczkowski*, L Knight, M Fletcher

Formally joined the meeting once they had been co-opted at Minute **C23/040.*

C23/052 APOLOGIES FOR ABSENCES

Apologies were received from District Councillor Sue Robinson.

C23/053 DECLARATION OF INTEREST AND DISPENSATIONS

The following Declarations of Declarable Pecuniary Interests, Other Registerable Interests and Non-Registerable Interests were made:

Councillor Shaun Holvey declared an affects non-registerable interest (NRI) under agenda item 9.3 as he knew the applicant.

Councillor James Buczkowski declared a directly relates to NRI as the applicant was a relative.

C23/054 PUBLIC QUESTION TIME

No members of the public were present and wished to speak

C23/055 MINUTES

1. The Minutes of the Ordinary Meeting of the Council held on Thursday 22nd June 2023 were deferred as Council wished to see more information and detail included on what the conditional support was in reference to minute C23/037.
2. **RESOLVED:** that the Minutes of the Ordinary Meeting of the Council held on Thursday 29th June 2023 are adopted as a true and correct record of the meeting; they were signed as such.

Cllr J Buczkowski left the meeting at this point after his declaration (7.07pm)

C23/056 CO-OPTIONS

1. **RESOLVED** that E Buczkowski be co-opted as a Cullompton Town Councillor in St Andrew's Ward.

2. **NOTED** that P Gummer had withdrawn his application citing changes in personal circumstances.
3. **RESOLVED** to **DEFER** the application of P Regardsoe as the applicant was not present.
4. **NOTED** that there were remaining co-option positions available were 2 in Padbrook ward, 1 in Vale ward and 1 in St. Andrews ward.

Cllr J Buczkowski rejoined the meeting at this point 7.14pm

C23/057 **FINANCE**
RESOLVED:

1. that the Bank Reconciliations up until 30th June 2023 be noted.
2. that the payments, receipts & invoices paid under delegation be noted and the payment list approved
3. that the budget to date be noted and that the recommended virements between budgets and/or reserves be sent to the Governance, Finance & Resources Committee/Panel for further discussion.
4. the balance transfers between accounts be noted
5. The approval of the closing of Lloyds current and credit card be deferred to a meeting of Governance, Finance and Resources for further discussion.

C23/058 **STRATEGIC PLAN WORKING PARTY UPDATES & OUTDOOR IMPROVEMENT WORKING PARTY**
RESOLVED:

1. To put the discussion of benches (currently held as skatepark benches EMR) out to consultation with the wider community consultation.
2. To remove the Swimming Pool Development Order EMR until such time firmer proposals were in place.
3. To instruct officers to gain costings for installing electricity to the mortuary at the Cemetery.
4. To explore the proposal of natural burials at the Cemetery.
5. To instruct officers to gain costings for wiring infrastructure in Fore Steet and High Street.
6. To put the Play Parks strategy into the community consultation.
7. To instruct officers to investigate the costs of alternative office accommodation.
8. To instruct officers to gain valuations for the Town Hall.
9. To instruct officers to investigate alternate space for material storage.
10. that Members note the comments of the working party.
11. That the Council delegate the production of the consultation and finalisation of advertisement material to the Town Clerk in consultation with the working party. All costs to be in line with existing budgets.
12. To instruct Officers to undertake research into the possibility of moving play parks under the Town Council's ownership to charity or trust basis.
13. To note that available reserves and budgets will be used to improve the parks under Council ownership and that basic repairs will be completed on larger maintenance items like wet pour, gates and fencing until such time a play strategy is in place.

14. To instruct officers to check the criteria for the Police and crime Commissioners grant fund for this year and inform Council.
15. To instruct officers to progress with obtaining costings for as many cemetery paths as possible in year.
16. To instruct officers to seek quotes for lime pointing services to stop water ingress to both the mortuary and the chapel.
17. To instruct officers to seek quotes for the installation of electrics into the chapel.
18. To instruct officers to bring back a report on a possible memorial garden at the cemetery.
19. To instruct officers to investigate available sites for the installation of benches and other street furniture and bring the report back to Council, options of the material of benches to be included in the report.
20. To instruct officers to create clearer and accurate recording of all costs attributed to each allotment site so that more informed decisions can be taken on allotment sites in future.
21. To procure a water meter for installation in the cemetery.
22. To instruct officers to check whether the solar grant could be utilised for any projects across the allotment sites.
23. To note that the container should remain where it is for the short/medium term whilst wider storage solutions are sought.
24. To agree that the ticket prices within St. Andrews Car Park should remain the same for the 2023/24 budget year.
25. To instruct officers to contact the conservation officer at Mid Devon District Council to see whether solar panels could be permitted on the new public toilet roof.

C23/059 **POLICIES FOR ADOPTION**

RESOLVED to defer a decision on the adoption of renewed cemetery policy and Emergency Plan and that the policy documents should be agreed at a meeting of Governance, Resources and Finance Committee.

C23/060 **PLANNING MATTERS**

1. [23/00942/HOUSE](#). Erection of two storey rear extension, alterations to roof and installation of dormer for loft conversion, construction of retaining wall and increased hardstanding for car parking at Anlyn, Crow Bridge, Cullompton. The determination for this proposal had been missed and therefore no comment was made.
2. [23/00854/MARM](#). Reserved Matters relevant to Plots 3 and 4 following Outline approval 20/01409/MOUT at land at NGR 303082 107667 (Plots 3 and 4 Sebale Business Park), Stoneyford, Cullompton. Council stated that no letter had been received as part of the consultation process but the town council had been included in the consultation with comments made. It was **RESOLVED** that the Council request officers to check communications and if a letter had not been received to object to the application as false information had been included.

3. [23/01024/FULL](#). Erection of a two-storey extension to provide an additional dwelling at 33 Langlands Road, Cullompton.
RESOLVED to object to the application as it reduces visibility on the junction and would result in a reduction of on-street parking, this would only be replaced with 1 off-street parking space and was deemed to be insufficient.
4. [23/01034/HOUSE](#). Erection of single storey extension to replace canopy at Court Farm Tannery, Higher Street, Cullompton.
RESOLVED that NO COMMENT be made to the Local Planning Authority (LPA) on this application.
5. [23/00772/PATH](#). Diversion of Cullompton Bridleway No 8 at land at NGR 301894 108126, Rull Lane, Cullompton.
RESOLVED to object to the application as there as it is deemed unnecessary and there are other alternative solutions that would be far more acceptable.
6. [23/01070/HOUSE](#). Erection Of two storey side extension at 35 Forcefield Road, Cullompton.
RESOLVED to object to the application on the basis that the application in effect was creating a terrace between the existing homes. The Council believed that this was overdevelopment of the site and not in keeping with the street scene.

C23/061**MOTION - CLLR J BUCZKOWSKI**

Council resolved the full set of recommendations unamended. The wording prior to the list of recommendations was requested to be included in the minutes. A recorded vote was requested.

“The Upcott field was gifted to the inhabitants of the Town by the Upcott family in 1913, the Town Council is the custodian of this land on behalf of the Town.

The Playpark and field equipment has long needed renewal, ideas have been mooted in the past and indeed funds have been requisitioned for the purpose through the s106 scheme.

Given that this community asset was gifted to the Town and cannot be disposed of or otherwise used than for its current purpose, it is incumbent on the Town Council to ensure its continued upkeep and that it is safe and fit for purpose, and it should not form any part of the “Play Park” review that is being instigated from within the Council.”

RESOLVED that:

1. a working group is set up to investigate and create plans to improve the Upcott Field and Play Park, and then present these to Full Council sitting as The Trustee for the Upcott Field, specifically the working group will:
 - i. Engage and consult with the local community;
 - ii. Create plans and obtain quotations for equipment and works;
 - iii. Investigate sources of funding, including grants, donations and “Crowd Funding”;
 - iv. The working group will have no maximum number and should be made up of volunteers from the Town Council and Local community; District and County Ward members should also be invited to attend.

2. That the following EMR are immediately transferred into a new EMR to be granted to the Upcott Field upon the approval of any improvement plans presented by the working group:
 - i. £6,000 from the Swimming Pool development order EMR (Current balance £6,000);
 - ii. £1,000 Street Furniture Replacement EMR (Current balance £5,000);
 - iii. £1,000 Skate Park Bench Replacement EMR (Current balance £5,000);
 - iv. £4,333 Play Area Fund EMR (Current balance £8,613);
 - v. £3,000 Gazebo & Equipment EMR (Current balance £6,000).

3. That upon approval of any plans presented by the working group, the Town Council also request the release of the following 's106' funds from MDDC to support this project
 - i. £7,575 for Play Park Improvements at the Upcott Field;
 - ii. £3,595 for General Improvements at the Upcott Field;
 - iii. £4,648 from the pre-2015 general pot.

For: Cllrs E Buczkowski, J Buczkowski, M Dale, R Dietrich, S Holvey, P James, A Spring & J Stanford

Against: Cllrs C Snow & M Thompson

C23/062

PLAY AREA ASSESSMENTS

RESOLVED that Cllr E Buczkowski be nominated as the Council member to form part of the Play Assessment Team. Council noted the play assessment criteria that would be undertaken on all play parks in the Cullompton Town area.

C23/063

TRAINING

RESOLVED to make safeguarding training mandatory for all Councillors and that all other training be voluntary for members.

C23/064

GOVERNANCE

RESOLVED to defer this item to a subsequent meeting.

C23/065

RESOLVED that, In accordance with [Local Government Act 1972, Schedule 12A, parts 1.1 and 4.14](#) and [Section 1\(2\) of the Public Bodies \(Admission to Meetings\) Act, 1960](#), public and press are therefore excluded from this part of the meeting.

C23/066

STAFFING MATTERS

RESOLVED that Peninsula is appointed as the Council's Health and Safety Advisor for a period of 5 years.

C23/067

LEGAL UPDATE

RESOLVED that Peninsula is appointed as the Council's Health and Safety Advisor for a period of 5 years.

C23/068

FINANCIAL MATTERS

RESOLVED that the debtors outlined in the report be written off and a letter be written to SP & PFA apologising for any confusion or upset caused by the previous admin error.

C23/069

VOIP

A recorded vote was requested.

Council **RESOLVED** that Company A is contracted to provide VoIP services to Cullompton Town Council.

For: Cllrs E Buczkowski, J Buczkowski, M Dale, R Dietrich, S Holvey, A Spring & J Stanford

Against: Cllrs P James, C Snow & M Thompson

Meeting closed at 20.58.

DRAFT



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MINUTES OF AN ORDINARY MEETING OF CULLOMPTON TOWN COUNCIL
DATED THURSDAY, 3 AUGUST 2023 AT 7:00PM
AT CULLOMPTON TOWN HALL

PRESENT:

Councillors: E Buczkowski, J Buczkowski, R Dietrich, S Holvey, J Johns, P James, J Sandford, A Spring, M Thompson, C Snow.

Officers: The Deputy Town Clerk

C23/070 APOLOGIES FOR ABSENCES

Apologies for absence were received and accepted from Councillor M Dale.

C23/071 DECLARATION OF INTEREST AND DISPENSATIONS

The following Declarations of Interests were made:

Councillors E Buczkowski and J Buczkowski declared an Other Registerable interest in Minute C23/073.5 as it is a Mid Devon District Council document being considered and they are both Mid Devon District Councillors.

There were no Dispensations granted.

C23/072 PUBLIC QUESTION TIME

None present.

C23/073 PLANNING MATTERS

1. [23/01174/HOUSE](#). Erection of a rear extension | 21 Dove Close Cullompton Devon EX15 1UL.
No comment.
2. [23/01141/FULL](#). Removal of condition 13 of planning permission 22/00868/MFUL (Removal of condition 13 of planning permission 17/01142/FULL - further noise assessments) relating to the submission of a noise assessment | Land at NGR 299621 112764 (Red Linhay) Crown Hill Halberton Devon.
No comment as this application is outside the Parish.
3. [23/00551/TDC](#). Technical Details Consent for the erection of 5 dwellings and associated works | Land and Buildings at NGR 302056 104022 (Westcott Park), Westcott.

RESOLVED that planning application 23/00551/TDC, comments as follows:

- It is noted that this area of the Highway (B3181) is prone to flooding during prolonged or heavy rainfall and it is considered that further assessment of the impact of additional surface water run-off is conducted before this development proposal is permitted.

4. [23/01207/HOUSE](#). Erection of first floor extension above garage (Revised Scheme) | 14 Gatehouse Close Cullompton Devon EX15 1JJ
No comment.
5. [Meeting Housing Needs](#) Supplementary Planning Document (SPD).
No comment.

C23/074 **APPOINTMENT TO REPRESENTATIVES TO OUTSIDE BODIES**

RESOLVED that the named Councillors will represent Cullompton Town Council on the following outside bodies:

1. Cullompton Community Association. Councillor E Buczkowski.
2. Cullompton Swimming Pool Campaign. The Deputy Clerk is to confirm the status of the Swimming Pool Campaign and how many representatives from the Council are required.
3. Cullompton Town Team. Councillor J Johns.
4. Cullompton United Charities. Councillor S Holvey.
5. Garden Village:
 - 5.1. Delivery Board. Councillor J Buczkowski.
 - 5.2. Stakeholder Forum. Councillor J Buczkowski.
6. Devon and Somerset Metro Group. Councillor J Buczkowski.
7. Larger Local Councils. Councillor S Holvey.
8. Police and Crime Commissioner Advocacy Scheme. Councillor M Thompson.
9. Voluntary Car Scheme. None nominated.
10. Town Centre Regeneration Partnership. The Deputy Clerk is to clarify what this group is and what its purpose is.
11. HAZ Working Group. Councillor J Johns.

C23/075 **GOVERNANCE**

RESOLVED (proposed by Councillor J Buczkowski, seconded by Councillor J Johns) that the Committee structure is reestablished with each Committee meeting as follows:

- Services, Property and Outdoor Spaces Committee will meet in September, November, January, March, May and July.
- Community, Economy and Tourism will meet in October, December, February, April, June and August.
- Governance, Finance and Resources Committee will meet in October, December, February, April, June and August.
- Full Council will meet in September, November, January, March, May and July.
- Planning, Licensing and Strategic Growth Committee will meet 3-weekly to comply MDDC consultation deadlines.
- Gift of A Burrow for Allotments will meet Quarterly.
- Appeals Committee will meet as required.

A recorded vote was requested by Councillor M Thompson and the vote was as follows:

Those in favour of the motion: Councillors S Holvey, J Johns, R Dietrich, J Stanford, E Buczkowski, P James, T Spring and J Buczkowski.

Those against the motion: Councillors M Thompson and C Snow.

C23/076 **RESOLVED** that, In accordance with [Local Government Act 1972, Schedule 12A, parts 1.1 and 4.14](#) and [Section 1\(2\) of the Public Bodies \(Admission to Meetings\) Act, 1960](#), the public and press are excluded from this part of the meeting.

C23/077 **ST ANDREW'S CAR PARK ACCESS**

To discuss the letter received by a resident and propose action to be taken.

RESOLVED that a letter from the Council's Solicitor is sent informing the landowner that there is absolutely no right of access across the car park but that permission for maintenance purposes, by prior arrangement, would not be denied without good cause.

DRAFT



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Application for Co-option to Cullompton Town Council

Thank you for your interest in becoming a Cullompton Town Councillor. Please provide the information below to assist the Town Council in making their decision.

Completed applications are to be returned to the Town Clerk, either on paper or by email, to the Town Clerk

Please note that your name and the information in the "about you" section may be included as part of the supporting papers for the Town Council meeting to assist in the consideration of candidates for co-option (and will therefore be publicly available).

Full Name and Title	MRS PATRICIA MARGARET REGARDSONE		
Home address	[REDACTED] CULLOMPTON DEVON EX15 1FB		
Home Telephone	[REDACTED]		
Mobile Telephone	/		
Email Address	/		
Please indicate which Ward you wish to stand in. You can stand in all Wards in which there are vacancies but may be asked at the Full Council meeting to co-opt new members to explain the reason for your choice.			
St Andrews Ward	<input checked="" type="checkbox"/>	Padbrook Ward	<input type="checkbox"/>
Vale Ward	<input type="checkbox"/>		

About You. Please provide the council with some background information about yourself. Continue on a separate sheet if necessary.

I was born in, SOUTHAMPTON IN JUNE 1937, evacuated to Lulworth, Returned to Southampton then moved aged 10 to the New Forest where I went to the County High School at Brockenhurst.

I trained as an ~~OT~~ Occupational Therapist at Oxford. I went on to work as an OT at both Bexley & Maudsley hospitals & later part time at an annex to Springfield hospital.

I got married in 1960 and had 3 daughters then decided to retrain as a teacher at Rachel McMillan College. My then husband left me & we decided to move to the West country.

We managed to buy a cottage in Celmstock & I got a position at Uffculme School where I taught both Modern Languages (Textiles) & History. There I trained children for Ten-Ten & then was in charge of Careers.

I got married again in 1980 but lost my voice at the end of 1989 and had to retire. We moved to Bradworthy - in North Devon where we had a small holding of 20 acres. We specialised in coloured wool, had a market stall & visitors who stayed at the farmhouse. I was Chairman of the coloured sheep breeders association & we went to 3 congresses in Australia, New Zealand & Paris.

In 2000 we decided to sell & relocate to Lullington where we were able to help with Grandchildren. Since then I have been to both Peru & India with Action Aid & have continued to raise money for them.

In about 2010 Dave began to show signs of dementia. Many people remember me pushing him in a wheelchair. He died in July 2021. I had a stroke 2 months later.

As a result of my writing is very poor but I hope my wide experience might be of use to you,

CO-OPTION ELIGIBILITY DECLARATION

1. In order to be eligible for co-option to Cullompton Town Council, you must be a British subject, or a Citizen of the commonwealth or European Union and, on the relevant date (i.e. the day on which you are nominated or, if there is a poll, the day of the election) be 18 years of age or over. You must also be able to meet one of the following eligibility criteria set out below (please tick which applies to you):

I am registered as a local government elector for the parish; or

I have, during the whole of twelve months preceding the date of my co-option, occupied as owner or tenant, land or other premises in the parish; or

My principal or only place of work during those twelve months has been in the parish; or

I have, during the whole of twelve months, resided in the parish or within 3 miles of it.

2. Please note that under Section 80 of the Local Government Act 1972, a person is disqualified from being elected as a local Councillor or being a member of a local council if he or she is:

- a. Holds any paid office or employment of the local council (other than the office of Chairman) or of a joint Committee on which the council is represented; or
- b. Is a person who has been adjudged bankrupt or has made a composition or arrangement with his or her creditors. This disqualification for bankruptcy ceases in the following circumstances:
 - i. If the bankruptcy is annulled on the grounds that either the person ought not to have been adjudged bankrupt or that his or her debts have been fully discharged;
 - ii. If the person is discharged with a certificate that the bankruptcy was caused by misfortune without misconduct on his or her part;
 - iii. If the person is discharged without such a certificate.

In 2ai or 2aii above, the disqualification ceases on the date of the annulment and discharge respectively.

In 2aiii above, it ceases on the expiry of 5 years from the date of discharge; or

- c. Has, within 5 years before the day of election or since his or her election, been convicted in the UK, Channel Islands or Isle of Man of any offence and has been

sentenced to imprisonment (whether suspended or not) for not less than 3 months without the option of a fine; or

- d. Is otherwise disqualified under Part III of the Representation of the People Act 1983 for corrupt or illegal practices.

DECLARATION

I (insert full name) Patricia Margaret Rogardson hereby confirm that I meet the qualification criteria and am not disqualified for any reason from holding the office of Councillor at Cullompton Town Council and that the information provided on this form is, to the best of my knowledge, true and accurate.

Signed:



Date: 20.6.2023

Bank Account Reconciliations Summary

Start of year 01/04/23

Cambridge & Counties Bank

Statement Number	Opening Balance	Statement Balance	True/ Cashbook Balance	Opening Date	Closing Date	Bank Number
1	£81,275.47	£81,275.47	£81,275.47	01/04/23	30/04/23	1
2	£81,275.47	£81,275.47	£81,275.47	01/05/23	31/05/23	2
3	£81,275.47	£82,148.94	£82,148.94	01/06/23	30/06/23	3
4	£82,148.94	£82,148.94	£82,148.94	01/07/23	31/07/23	4

Credit Card

Statement Number	Opening Balance	Statement Balance	True/ Cashbook Balance	Opening Date	Closing Date	Bank Number
1	£0.00	-£59.95	-£59.95	01/04/23	30/04/23	1
2	-£59.95	-£59.95	-£59.95	01/05/23	31/05/23	2
3	-£59.95	£0.00	£0.00	01/06/23	30/06/23	3
4	£0.00	£0.00	£0.00	01/07/23	31/07/23	4

Instant Access - Unity

Statement Number	Opening Balance	Statement Balance	True/ Cashbook Balance	Opening Date	Closing Date	Bank Number
1	£51,292.01	£51,292.01	£51,292.01	01/04/23	30/04/23	1
2	£51,292.01	£51,292.01	£51,292.01	01/05/23	31/05/23	2
3	£51,292.01	£51,580.86	£51,580.86	01/06/23	30/06/23	3
4	£51,580.86	£51,580.86	£51,580.86	01/07/23	31/07/23	4

Lloyds 32 Day Notice

Statement Number	Opening Balance	Statement Balance	True/ Cashbook Balance	Opening Date	Closing Date	Bank Number
1	£101,126.41	£101,270.03	£101,270.03	01/04/23	30/04/23	1

Bank Account Reconciliations Summary

Start of year 01/04/23

2	£101,270.03	£101,447.47	£101,447.47	01/05/23	31/05/23	2
3	£101,447.47	£101,607.38	£101,607.38	01/06/23	30/06/23	3
4	£101,607.38	£101,818.87	£101,818.87	01/07/23	31/07/23	4

Lloyds Current Account

Statement Number	Opening Balance	Statement Balance	True/ Cashbook Balance	Opening Date	Closing Date	Bank Number
1	£229,367.53	£440,480.48	£440,480.48	01/04/23	30/04/23	1
2	£440,480.48	£393,278.66	£393,278.66	01/05/23	31/05/23	2
3	£393,278.66	£345,244.00	£345,098.82	01/06/23	30/06/23	3
4	£345,244.00	£316,441.23	£316,441.23	01/07/23	31/07/23	4

Recycling Bags Float

Statement Number	Opening Balance	Statement Balance	True/ Cashbook Balance	Opening Date	Closing Date	Bank Number
1	£40.00	£40.00	£40.00	01/04/23	30/04/23	1
2	£40.00	£40.00	£40.00	01/05/23	31/05/23	2
3	£40.00	£40.00	£40.00	01/06/23	30/06/23	3
4	£40.00	£40.00	£40.00	01/07/23	31/07/23	4

Soldo

Statement Number	Opening Balance	Statement Balance	True/ Cashbook Balance	Opening Date	Closing Date	Bank Number
1	£825.03	£102.65	£102.65	01/04/23	30/04/23	1
2	£102.65	£32.48	£32.48	01/05/23	31/05/23	2
3	£32.48	£149.18	£149.18	01/06/23	30/06/23	3
4	£149.18	£874.67	£874.67	01/07/23	31/07/23	4

Bank Account Reconciliations Summary

Start of year 01/04/23

Unity T2 Current Account

Statement Number	Opening Balance	Statement Balance	True/ Cashbook Balance	Opening Date	Closing Date	Bank Number
1	£497.75	£497.75	£497.75	01/04/23	30/04/23	4
2	£497.75	£497.75	£497.75	01/05/23	31/05/23	5
3	£497.75	£519.60	£519.60	01/06/23	30/06/23	3
4	£519.60	£2,348.51	£2,373.51	01/07/23	31/07/23	4

Received Income Transactions

Start of year 01/04/23²⁴

received between 22/07/23 and 18/08/23, for the Assets Open Spaces

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Heading	Details
		67/1		£25.00	£0.00	£25.00	5/1	██████████ Annual Rent - Top Field - Half Plot
FPI 20230725 NS	25/07/23	67 24		£25.00	£0.00	£25.00	5/1	██████████ Annual Rent - May-23 to Apr-24
								Plot: Top Field 5
FPI 20230726 CS-1	26/07/23	41 8		£20.00	£0.00	£20.00	5/1	██████████ Annual Rent - Haymans Close - Half Plot
								May-23 to Apr-24
								Plot: Haymans Close 3
FPI 20230726 CS-2	26/07/23	42 9		£20.00	£0.00	£20.00	5/1	██████████ Annual Rent - Haymans Close - Half Plot
								May-23 to Apr-24
								Plot: Haymans Close 5
FPI 20230726 SR	26/07/23	103		£25.00	£0.00	£25.00	5/1	██████████ Payment on Account
		73/1		£25.00	£0.00	£25.00	5/1	██████████ Annual Rent - Top Field - Half Plot
CONTRA 20230727 MB	27/07/23	73 36		£25.00	£0.00	£25.00	5/1	██████████ Annual Rent - May-23 to Apr-24
								Plot: Top Field 12A
		94/1		-£25.00	£0.00	-£25.00	5/1	██████████ Annual Rent - Top Field - Half Plot
CONTRA 20230727 MB	27/07/23	94 36		-£25.00	£0.00	-£25.00	5/1	██████████ Credit transaction 73
FPI 20230728 JH	28/07/23	6 AL10201		£25.00	£0.00	£25.00	5/1	██████████ Annual Rent - Top Field Plot 4A
WRITEOFF AL10212	31/07/23	2 AL10212		£25.00	£0.00	£25.00	5/1	██████████ Allotment Rent - Top Field 11
		5/1		£60.00	£0.00	£60.00	5/2	██████████ Trailer x1
		5/2		£140.00	£0.00	£140.00	5/2	██████████ Removal of Earth Mound
WRITEOFF AL10228	31/07/23	5 AL10228		£200.00	£0.00	£200.00	5/2	██████████ Clearing allotment Hay 03A
WRITEOFF CE10354	31/07/23	7 CE10354		£12.00	£0.00	£12.00	15/2	██████████ Transfer ownership of Grave XVI 11
WRITEOFF AL10222	31/07/23	8 AL10222		£20.00	£0.00	£20.00	5/1	██████████ Annual Rent for Haymans Plot 4
		9/1		£600.00	£0.00	£600.00	5/2	██████████ Dismantling and removal of unsafe shed
WRITEOFF AL10230	31/07/23	9 AL10230		£600.00	£0.00	£600.00	5/2	██████████ Clearance of HAYMANS Plot 4

Received Income Transactions

received between 22/07/23 and 18/08/23, for the Assets Open Spaces

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Heading	Details
WRITEOFF 7	31/07/23	40 7		£20.00	£0.00	£20.00	5/1	[REDACTED] Annual Rent - Haymans Close - Half Plot May-23 to Apr-24 Plot: Haymans Close 3A
		64/1		£1,190.00	£0.00	£1,190.00	15/1	Pring & Son Interment Fee - Single Depth/Re-open Grave
FPI 20230731 PR	31/07/23	64 15		£1,190.00	£0.00	£1,190.00	15/1	Pring & Son For the late Anthony John German Grave Space: CXVI 7 Burial Date: 09/06/2023
WRITEOFF 7	31/07/23	95 7		-£20.00	£0.00	-£20.00	5/1	[REDACTED] Credit transaction 40
WRITEOFF AL10212	31/07/23	96	AL10212-C	-£25.00	£0.00	-£25.00	5/1	[REDACTED] To write off Invoice AL10212 regarding Allotment Rent - Top Field 11
WRITEOFF CE10354	31/07/23	97	CE10354-C	-£12.00	£0.00	-£12.00	15/2	[REDACTED] To write off invoice CE10354 - Transfer ownership of Grave XVI 11
		98/1		-£60.00	£0.00	-£60.00	5/2	[REDACTED] Trailer x1
		98/2		-£140.00	£0.00	-£140.00	5/2	[REDACTED] Removal of Earth Mound
WRITEOFF AL10228	31/07/23	98	AL10228-CR	-£200.00	£0.00	-£200.00	5/2	[REDACTED] To write off invoice AL10228 - Clearing allotment Hay 03A
WRITEOFF AL10222	31/07/23	99	AL10222CR	-£20.00	£0.00	-£20.00	5/1	[REDACTED] To cancel invoice AL1022 - Annual Rent for Haymans Plot 4
		100/1		-£600.00	£0.00	-£600.00	5/2	[REDACTED] Dismantling and removal of unsafe shed
WRITEOFF AL10230	31/07/23	100	AL10230CR	-£600.00	£0.00	-£600.00	5/2	[REDACTED] To cancel invoice AL10230 - Clearance of HAYMANS Plot 4
		65/1		£25.00	£0.00	£25.00	5/1	[REDACTED] Annual Rent - Top Field - Half Plot
FPI 20230801 RP	01/08/23	65 22		£25.00	£0.00	£25.00	5/1	[REDACTED] Annual Rent - May-23 to Apr-24 Plot: Top Field 4
		109/1		£172.00	£0.00	£172.00	15/1	A G Real and Son Monumental Masons Additional Inscription on a Monument
Chq 005330	08/08/23	109 52		£172.00	£0.00	£172.00	15/1	A G Real and Son Monumental Masons Relating to the late Marion Lusty Grave Space LVII 34
		110/1		-£172.00	£0.00	-£172.00	15/1	A G Real and Son Monumental Masons Additional Inscription on a Monument

Received Income Transactions

received between 22/07/23 and 18/08/23, for the Assets Open Spaces

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Heading	Details
Chq 005330	08/08/23	110	52	-£172.00	£0.00	-£172.00	15/1	A G Real and Son Monumental Masons Contra (part receipt) for tn 109, Relating to the late Marion Lusty
Chq 005330	08/08/23	111	52	£143.00	£0.00	£143.00	15/1	A G Real and Son Monumental Masons Grave Space LVII 34 Part receipt, tn 109 - , Relating to the late Marion Lusty
Total				£1,473.00	£0.00	£1,473.00		Grave Space LVII 34

Paid Expenditure Transactions

paid between 22/07/23 and 18/08/23, for the Assets Open Spaces

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Details	Heading
DD 20230724 AIR	24/07/23	1266		£25.00	£4.17	£20.83	Airband Community Internet Ltd	Airband Connect 135/8
DD 20230801 MDDC-2	01/08/23	1237		£1,092.00	£0.00	£1,092.00	Mid Devon District Council	Balance due, tn 1174 - Balance due, tn 1108 - Balance due, tn 1089 - Balance due, tn 1084 - St Andre 265/2
DD 20230801 MDDC-2	01/08/23	1311		-£1,092.00	£0.00	-£1,092.00	Mid Devon District Council	Contra (part payment) for tn 1237, Balance due, tn 1174 - Balance due, tn 1108 - Balance due, tn 1089 - Balance due, tn 1084 - St Andre 265/2
DD 20230801 MDDC-2	01/08/23	1312		£182.00	£0.00	£182.00	Mid Devon District Council	Part payment , tn 1237 - , Balance due, tn 1174 - Balance due, tn 1108 - Balance due, tn 1089 - Bala 265/2
			1293/1	£27.23	£4.54	£22.69	Allstar	Unleaded - 18.28L - Strimmers - 21/07/2023 135/6
DD 20230802 ALLS	02/08/23	1293		£27.23	£4.54	£22.69	Allstar	Fuel 135/6
			1247/1	£390.00	£65.00	£325.00	G & L Consultancy Ltd	Management Survey (with MA and PA) + Management Plan at Cullompton Town Hall, 1 High Street, Cullompton, Devon - 12 Samples 285/4
			1247/2	£234.00	£39.00	£195.00	G & L Consultancy Ltd	Management Survey (with MA and PA) + Management Plan at Chapel and Mortuary Buildings, Tiverton Road, Cullompton, Devon - 1 Sample 135/5
FPO 20230807 G&L	07/08/23	1247		£624.00	£104.00	£520.00	G & L Consultancy Ltd	285/4
FPO 20230807	07/08/23	1249		£5.94	£0.99	£4.95	Mole Valley Farmers	MO Agri Lawn Mower Oil SAE 30 1L 135/6
FPO 20230807	07/08/23	1250		£13.96	£2.33	£11.63	Mole Valley Farmers	Nippon Ant Powder 500g x2 285/4
			1251/1	£419.73	£0.00	£419.73	Source for Business - A/C 1696 4741 01	Tiv Rd - Water - 21/03/2023 to 29/06/2023 111
FPO 20230807 SWW	07/08/23	1251		£419.73	£0.00	£419.73	Source for Business - A/C 1696 4741 01	Water - Allotments Old Tiverton Road 111
			1257/1	£0.35	£0.06	£0.29	Labdon Building Supplies	M12X50 HEX HEAD BOLTS x2 135/5
			1257/2	£0.61	£0.10	£0.51	Labdon Building Supplies	METAL IRON WASHERS FORM C M12 x8 135/5
			1257/3	£0.38	£0.06	£0.32	Labdon Building Supplies	M12 NYLON LOCKING NUTS x2 135/5

Paid Expenditure Transactions

paid between 22/07/23 and 18/08/23, for the Assets Open Spaces

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Details	Heading
FPO 20230807 LABDON	07/08/23	1257		£1.34	£0.22	£1.12	Labdon Building Supplies	Nuts, Bolts and Washers 135/5
			1258/1	£13.94	£2.32	£11.62	Labdon Building Supplies	SAPPHIRE TRIO 111 40 SB PADLOCK 135/5
FPO 20230807 LABDON	07/08/23	1258		£13.94	£2.32	£11.62	Labdon Building Supplies	Cemetery Salt Bin 135/5
			1260/1	£180.00	£30.00	£150.00	D & H Plant Ltd	3T Digger - 2 Days 135/9
			1260/2	£54.00	£9.00	£45.00	D & H Plant Ltd	2T Dumper - 2 Days 135/9
			1260/3	£12.00	£2.00	£10.00	D & H Plant Ltd	Delivery and Collection 135/9
FPO 20230807	07/08/23	1260		£246.00	£41.00	£205.00	D & H Plant Ltd	135/9
			1262/1	£2.51	£0.42	£2.09	Labdon Building Supplies	WD 40 100MLS 135/5
			1262/2	£5.57	£0.93	£4.64	Labdon Building Supplies	MULTI-PURPOSE LUBRICANT 135/5
FPO 20230807 LABDON	07/08/23	1262		£8.08	£1.35	£6.73	Labdon Building Supplies	Cemetery Locks 135/5
			1269/1	£1.51	£0.25	£1.26	Labdon Building Supplies	Vine Eyes x2 135/5
			1269/2	£6.60	£1.10	£5.50	Labdon Building Supplies	Mannok General Purpose Cement in Plastic 135/5
FPO 20230807 LABDON	07/08/23	1269		£8.11	£1.35	£6.76	Labdon Building Supplies	Vine Eyes and Cement 135/5
FPO 20230807 WASTE	07/08/23	1276		£372.00	£62.00	£310.00	Wasteology Ltd	Skip Change - Soil and Stone 135/1
FPO 20230807 KPL	07/08/23	1277		£27.00	£4.50	£22.50	Kevin Pilgrim Ltd	Fabricate 2 x Steel Plates for Tractor at Tufty Park 220/1
			1279/1	£78.00	£13.00	£65.00	ABA Groundcare LLP	Labour 135/6
			1279/2	£4.96	£0.83	£4.13	ABA Groundcare LLP	Parts - Pickup/Body 135/6
			1279/3	£3.29	£0.55	£2.74	ABA Groundcare LLP	Parts - Spark Plug 135/6
			1279/4	£10.78	£1.80	£8.98	ABA Groundcare LLP	Parts - Carb Kit 135/6
			1279/5	£9.60	£1.60	£8.00	ABA Groundcare LLP	Wiring Harness 135/6
			1279/6	£1.80	£0.30	£1.50	ABA Groundcare LLP	Consumables 135/6

Paid Expenditure Transactions

paid between 22/07/23 and 18/08/23, for the Assets Open Spaces

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Details	Heading
FPO 20230807 ABA	07/08/23	1279		£108.43	£18.08	£90.35	ABA Groundcare LLP	STIHL BG86 Blower Running Fault 135/6
			1290/1	£25.02	£4.17	£20.85	Employee Expense Claims	Unleaded - 16.58 - Strimmers - 10/06/2023 135/6
			1316/2	£16.42	£2.74	£13.68	Allstar	Other Services, Products and Fees - 4L - 135/6
DD 20230810 BGL49	10/08/23	1299		£11.11	£0.53	£10.58	British Gas - A/C BGL282249 - GAS	Gas - 25/06/2023 to 23/07/2023 285/2
DD 20230814 ALLSTAR	14/08/23	1317		£54.84	£9.14	£45.70	Allstar	135/6
			1292/1	£302.40	£50.40	£252.00	D & H Plant Ltd	Brushcutter - 28 Days 135/1
			1292/2	£22.80	£3.80	£19.00	D & H Plant Ltd	Cans of Fuel x2 135/1
BP 20230817 DHP	17/08/23	1292		£325.20	£54.20	£271.00	D & H Plant Ltd	135/1
			1294/1	£120.00	£20.00	£100.00	D & H Plant Ltd	1.5T Digger - 2 Days 135/9
			1294/3	£12.00	£2.00	£10.00	D & H Plant Ltd	Delivery and Collection 135/9
BP 20230717 DHP	17/08/23	1294		£132.00	£22.00	£110.00	D & H Plant Ltd	135/9
			1295/1	£2.14	£0.36	£1.78	Labdon Building Supplies	CLAMPAQ DOME TOPS (10NO) BROWN 135/5
			1295/2	£1.70	£0.28	£1.42	Labdon Building Supplies	SPRING TOGGLE METAL (PACK OF 4) 5X75MM 135/5
BP 20230817 LABDON	17/08/23	1295		£3.84	£0.64	£3.20	Labdon Building Supplies	Dome Tops & Springs 135/5
			1297/1	£234.00	£39.00	£195.00	G & L Consultancy Ltd	Corrugated roof sheets to Shed (one sample) 110/4
BP 20230817 G&L	17/08/23	1297	1	£234.00	£39.00	£195.00	G & L Consultancy Ltd	Asbestos Sampling 110/4
								Allotment 4, Haymans Close.
			1298/1	£108.00	£18.00	£90.00	ABA Groundcare LLP	Labour 135/6
			1298/2	£28.20	£4.70	£23.50	ABA Groundcare LLP	Parts - Clutch Drum 135/6
			1298/3	£0.61	£0.10	£0.51	ABA Groundcare LLP	Parts - Circlips DIN471-15X1 135/6
			1298/4	£30.86	£5.14	£25.72	ABA Groundcare LLP	Parts - Throttle Cable 135/6
			1298/5	£4.96	£0.83	£4.13	ABA Groundcare LLP	Parts - Pickup/Body 135/6
			1298/6	£3.29	£0.55	£2.74	ABA Groundcare LLP	Parts - Spark Plug 135/6
			1298/7	£36.07	£6.01	£30.06	ABA Groundcare LLP	Parts - Clutch 135/6

Paid Expenditure Transactions

paid between 22/07/23 and 18/08/23, for the Assets Open Spaces

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Details	Heading
		1298/8		£1.80	£0.30	£1.50	ABA Groundcare LLP	Consumables 135/6
BP 20230817 ABA	17/08/23	1298		£213.79	£35.63	£178.16	ABA Groundcare LLP	STIHL FS360 - Investigate running fault, clean out fuel tank, fit new fuel filter and spark plug, fit new clutch complete with drum, fit new throttle cable and clean off machine, run up and test. 135/6
		1301/1		£15.00	£2.50	£12.50	Labdon Building Supplies	KEY CUTTING SERVICE MORTICE KEY CUT x2 235/2
BP 20230817 LABDON	17/08/23	1301		£15.00	£2.50	£12.50	Labdon Building Supplies	New Public Toilet 235/2
		1302/1		£3.05	£0.51	£2.54	Labdon Building Supplies	NECKED TOWER BOLT - EXB - 100MM (4") 235/2
BP 20230817 LABDON	17/08/23	1302		£3.05	£0.51	£2.54	Labdon Building Supplies	New Public Toilet 235/2
BP 20230817 SPIREBOR	17/08/23	1305		£270.00	£0.00	£270.00	Spirebourne Ltd	Empty septic tank at Cemetery 135/5
		1308/1		£5.30	£0.88	£4.42	Labdon Building Supplies	2" PRODEC DECORATOR PAINT BRUSH x2 135/5
		1308/2		£3.68	£0.61	£3.07	Labdon Building Supplies	1" PRODEC PREMIER SYNTHETIC PAINT BRUSH x2 135/5
		1308/3		£28.93	£4.82	£24.11	Labdon Building Supplies	CHAMBER RISER 450MM PLASTIC B5397 BRETT UG 135/5
BP 20230817 LABDON	17/08/23	1308		£37.91	£6.31	£31.60	Labdon Building Supplies	Cemetery 135/5
Total				£3,424.94	£424.22	£3,000.72		

CULLOMPTON TOWN COUNCIL SCHEDULE OF MEETINGS

SCHEDULE OF MEETINGS 2023-2024

This schedule is subject to change dependent on the requirements of the Council

	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24								
MO						1				1		MO							
TU	1					2				2		TU							
WE	2			1		3				3	1	WE							
TH	3			2		4	1			4	2	TH							
FR	4	1		3	1	5	2	1		5	3	FR							
SA	5	2		4	2	6	3	2		6	4	SA							
SU	6	3	1	5	3	7	4	3		7	5	SU							
MO	7	4	2	6	4	8	5	4		8	6	MO							
TU	8	5	3	7	5	9	6	5	1900 PLSG	9	7	1900 PLSG	TU						
WE	9	6	4	8	6	10	7	6		10	8	WE							
TH	10	1900 WP	7	1900 SPOS	5	1900 CET	9	1900 SPOS	7	1900 CET	11	1900 WP	11	1900 CET	9	1900 SPOS	6	1900 CET	TH
FR	11	8	6	10	8	12	9	8		12	10	7	FR						
SA	12	9	7	11	9	13	10	9		13	11	8	SA						
SU	13	10	8	12	10	14	11	10		14	12	9	SU						
MO	14	11	9	13	11	15	12	11		15	13	10	MO						
TU	15	12	10	14	12	16	13	12	1900 PLSG	16	14	11	TU						
WE	16	13	11	15	13	17	14	13		17	15	12	WE						
TH	17	14	12	16	14	18	15	14	1900 SPOS	18	16	13	TH						
FR	18	15	13	17	15	19	16	15		19	17	14	FR						
SA	19	16	14	18	16	20	17	16		20	18	15	SA						
SU	20	17	15	19	17	21	18	17		21	19	16	SU						
MO	21	18	16	20	18	22	19	18		22	20	17	MO						
TU	22	19	17	21	19	23	20	19	1900 PLSG	23	21	18	1900 PLSG	TU					
WE	23	20	18	22	20	24	21	20		24	22	19	WE						
TH	24	1900 FC	19	23	21	25	22	21	1030 GFR	25	23	20	1900 FC Annual	20	TH				
FR	25	22	20	24	22	26	23	22		26	24	21	FR						
SA	26	23	21	25	23	27	24	23		27	25	22	SA						
SU	27	24	22	26	24	28	25	24		28	26	23	SU						
MO	28	25	23	27	25	29	26	25		29	27	24	MO						
TU	29	26	24	28	26	30	27	26	1900 PLSG	30	28	25	1900 PLSG	TU					
WE	30	27	25	29	27	31	28	27		31	29	26	WE						
TH	31	28	1900 FC	26	1030 GFR	30	29	28	1900 FC	31	27	26	1030 GFR	TH					
FR		29	27		29		29			29	28	27	FR						
SA		30	28		30		30			30	29	28	SA						
SU			29		31		31			31	30	29	SU						
MO			30										MO						
TU			31	1900 PLSG									TU						
	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24								

- School Holidays
- Public Holidays
- Full Town Council
- Services, Property and Outdoor Spaces Committee
- Community, Economy and Tourism Committee
- Governance, Finance and Resources Committee
- Planning, Licensing and Strategic Growth Committee
- Working Party meetings as required. These will be held remotely.



Town Clerk: Miss Joy Norris MSc ACG

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

APPLICATION FOR A GRANT

1. DETAILS OF ORGANISATION

Name of organisation: Culm Voluntary Car Scheme

Contact name: Brian Hancock

Position in organisation: Chairman

Address: [REDACTED]
Cullompton EX15 1PZ

Phone No: 01884 33161

E-mail (required if possible): brianhancock361@btinternet.com

The Town Council prefers to make grant payments via BACS Please provide the following information:

[REDACTED]

Organisation Name on Account

FOR CULM VOLUNTARY
CAR SCHEME

Purpose/aims of organisation:

To provide a Community Transport Service for elderly people in Cullompton & surrounding parishes who are in need of such a service because of age or disability

Size of organisation/No. of members 16 drivers 2 co-ordinators

Annual Budget: £14000

DETAILS OF ANY PREVIOUS FINANCIAL ASSISTANCE PROVIDED

Has your organisation received any financial assistance from the Town Council in the past 5 Years?

YES/NO

If yes, please supply details

Date	Project/Scheme/Event	Amount Received
May '19	Helping towards driver expenses	£300
Jan '21	administration + telephone expenses	£300
Mar '22		£300

2. DETAILS OF THE GRANT REQUESTED

Brief description of the intended use of the grant:

To help in the general running expenses of this essential service for the local residents who would find it very difficult to get to hospitals doctors surgeries + other health + welfare visits by any other means.

Who will benefit?

Elderly + disabled people in Cullompton + surrounding areas.

Overall cost of the project/event/scheme: £11000

Amount of grant applied for: £300

Other sources of funding:

Funding Body	Amount	Confirmed? Yes or No
Uffculme Parish Council	£250	Yes
Car Forum (from DCC)	£600	No

Please add any information you consider may be helpful to the Town Council when considering your application: (continue on a separate sheet if necessary)

In 2021-22 our volunteer drivers covered 27000 miles taking 1400 passengers to hospital surgery other appointments. These figures are considerably lower than the previous year because of Covid. It is anticipated that the mileage passenger numbers will increase again next year with a corresponding increase in expenditure.

Name:

BRIAN KANCOCK

Signature:

Date:

12.6.2023

PLEASE ENSURE THAT COPY OF THE ORGANISATION'S MOST RECENT ACCOUNTS ARE SUBMITTED WITH APPLICATION

PRIVACY NOTICE

Cullompton Town Council is the Data Controller under the new data protection law and will use the information you provide to process your application for an allotment plot.

The legal basis for processing this data is the necessity for processing a contract. We will keep your data until you have been allocated an allotment and for six years following the termination of your allotment agreement. Our contact details for any queries is The Town Hall, 1 High Street, Cullompton, Devon EX15 1AB

In addition to enabling the Town Council to manage this contract we will retain your data to contact you if required on matters relating to the management of the allotment site. If you consent to us contacting you, please tick the boxes below.

We will not normally share your information with organisations other than our partner organisations without your consent. However, there may be certain circumstances where we would share without consent such as where we are required to do so by law, to safeguard public safety, and in risk of harm or emergency situations. Any information which is shared will only be shared on a need to know basis, with appropriate individuals. Only the minimum information for the purpose will be shared.

Individuals have a number of rights under data protection law, including the right to request their information. You also have a right to make a complaint about our handling of your personal data to the Information Commissioner's Office <https://ico.org.uk/>

Information you provide will only be used for the stated purpose. Further information about the processing of your data can be found on our website at <http://www.cullomptontowncouncil.gov.uk/>

Please confirm your consent below. You can grant consent to any or all of the purposes listed. You can change your consent at any time.

KEEPING IN TOUCH

- Yes please, I would like to receive communications by email.
- Yes please, I would like to receive communications by telephone.
- Yes please, I would like to receive communications by mobile phone including text message.
- Yes please, I would like to receive communications by post.

CULM VOLUNTARY CAR SCHEME

Registered Charity No 1113709

Receipts & Payments Account for Year to 31st March 2022

<u>Receipts</u>	£	£
Cullompton Town Council	300.00	
Car Forum	698.61	
Uffculme Parish Council	250.00	
Cullompton United Charities	1692.00	
Cameo Club Willand	400.00	
Passenger donations	70.00	
Anonymous donations	150.00	
Driver donation	12.95	
Passenger (Fares)	150.00	
Donations in memory of a passenger who died	71.02	
Fares from passengers to drivers	10453.25	
Drivers(refund of excess fares)	47.70	
Interest	0.24	
Total Receipts		14295.77
<u>Payments</u>		
Fares paid direct to drivers	10453.25	
Drivers expenses	1686.10	
Treasurer's expenses	118.22	
Co-ordinator's expenses	186.68	
Mid Devon Mobility	531.94	
Devon County Council (DBS's for 5 drivers)	63.90	
Public liability insurance	214.25	
Hire of AGM venue & refreshments	30.46	
Retirement gift for driver	20.00	
Total Payments		13304.80
Net Receipts		990.97
Bank account 31.03.2021		8341.94
Bank account 31.03.2022		9332.91



Town Clerk: Miss Joy Norris MSc ACG

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APPLICATION FOR A GRANT

1. DETAILS OF ORGANISATION

Name of organisation: Cullompton Town Team

Contact name: Mrs Judy Morris

Position in organisation: Chairman: Festival Steering Group

Address:

Phone No:

E-mail (required if possible):

The Town Council prefers to make grant payments via BACS Please provide the following information:

Bank sort code

Bank Account No.

Organisation Name on Account

Purpose/aims of organisation:

To represent and support residents, organisations and businesses in Cullompton and surrounding area, including helping to facilitate community facilities, activities, events and festivals, local history research and local tourism

Size of organisation/No. of members 25

Annual Budget: £3k but variable

DETAILS OF ANY PREVIOUS FINANCIAL ASSISTANCE PROVIDED

Has your organisation received any financial assistance from the Town Council in the past 5 Years?

YES/NO

If yes, please supply details

Date	Project/Scheme/Event	Amount Received
Feb 22	Jubilee Scarpbook	£1,000
May 22	Support for Autumn Festival	£250
Oct 22	Support for Christmas Lights switch-on event	£1,000

2. DETAILS OF THE GRANT REQUESTED

Brief description of the intended use of the grant:

Celebration of Christmas Lights, including Night of Light in Walronds garden on 25/26 November 2023

Who will benefit?

The local community and everyone that attends the event plus local shops and businesses

Overall cost of the project/event/scheme: £4500

Amount of grant applied for: £1,000

Other sources of funding:

Funding Body	Amount	Confirmed? Yes or No
Mid Devon 'Love Your Town Centre@ Fun	£2850	Yes

Please add any information you consider may be helpful to the Town Council when considering your application: (continue on a separate sheet if necessary)

Any shortfall in funding will be met by the Cullompton Town Team.
 The event is intended to replace the usual Christmas Lights Switch-on event due to the Higher Bullring not being available. The events on Saturday morning will be very similar to 2022 but the Sunday evening event will take place mainly in the Walronds garden. Depending on if/where the main Christmas tree is located these will be switched on then everyone invited back to the Walronds garden to continue the celebrations.

Name: Mrs Judy Morris

Signature

Date: 01 August 2023

PLEASE ENSURE THAT COPY OF THE ORGANISATION'S MOST RECENT ACCOUNTS ARE SUBMITTED WITH APPLICATION

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**Cullompton Town Team
Accounts 2022**

Account	Brought forward	Receipts	Payments	Carried forward
Safe Town	£3,859.00	£0.00	£0.00	£3,859.00
Notice Boards	£455.00	£0.00	£0.00	£455.00
Festivals	£751.20	£2,020.00	£1,715.88	£1,055.32
Jubilee	£0.00	£2,461.00	£2,461.00	£0.00
Electronic Notice Boards	£1,500.00	£0.00	£1,000.00	£500.00
Tourism	£400.00		£400.00	£0.00
Website	£0.99			£0.99
	£6,966.19	£4,481.00	£5,576.88	£5,870.31

Notes

Festivals for 2022 were Springfest, Autumnfest and Christmas Lights
The jubilee event was hurriedly arranged and supported by grants and transfers from other appropriate accounts
The largest single cost was the printing of the Jubilee "Scrapbook" delivered to all homes.

Prepared by Ray Ursell (Treasurer)