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

**PRESENT:**

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

**Officers:** The Town Clerk, Deputy Town Clerk.

**Others:** 2 members of the public.

Ref 746  
27.04.2023

**APOLOGIES FOR ABSENCES**

**RESOLVED** that apologies for absence were received and accepted from Councillors Andrews and Dale.

Ref 747  
27.04.2023

**DECLARATION OF INTEREST & DISPENSATIONS**

There were no declarations of interests, including Disclosable Pecuniary Interests, they 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) made.

Ref 748  
27.04.2023

**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 in order to take advice or undertake research.

**Speaker 1** – Councillor M Thompson spoke on behalf of a member of the public who was present. There is serious concern surrounding the level of refuse and rubble left behind following a recent building development in New Cut. Although the matter has been reported to the relevant authority, the Council has been informed that there is nothing that they can do on the basis that the land is private. The matter will be added for discussion at a future Town Council meeting.

Ref 749  
27.03.2023

**MINUTES**

**RESOLVED** that the minutes of the Ordinary Meeting of the Council held on Thursday, 23<sup>rd</sup> March 2023 are adopted as a true and correct record of the meeting; they were signed as such.

**RESOLVED** that the minutes of Services, Property and Open Spaces Committee on 6<sup>th</sup> October 2022 and 3<sup>rd</sup> November 2022 are adopted as a true and correct record of those meetings; they were signed as such.

**RESOLVED that** the minutes of Planning, Licensing and Strategic Growth Committee on 1<sup>st</sup> November 2022 are adopted as a true and correct record of the meeting; they were signed as such.

**RESOLVED** that the minutes of Community, Economy and Tourism Committee on 27<sup>th</sup> October 2022 are adopted as a true and correct record of the meeting; they were signed as such.

Ref 750  
27.03.2023

**STREET CLEANSING**

**RESOLVED** that DCC are requested to clean and jet the drains in High Street and Fore Street now and on an ongoing basis and to invite a DCC representative to a future meeting of the Council to discuss.

Ref 751  
27.03.2023

**CHAIRMAN'S REPORT**

The Chair reported that:

- This is the final meeting of this Council term and that, although we are in the pre-Election period that restricts that may be said in the public forum, a full report to the AGM.
- Members are requested to support and publicise the things going on around the Coronation weekend.
- This year's Election is uncontested with 6 of 15 available seats filled. As soon as practicable after the election.
- Thanks to those members who have chosen not to stand at the upcoming Election.

Ref 752  
27.04.2023

**TOWN CLERK'S REPORT**

The Town Clerk reported that:

- The outdoor team are at capacity with a relatively large number of burials over the past few weeks coupled with the start of the grass cutting season.
- Quotes have been received from one provider and two more are awaited to conduct a benchmarking exercise.
- There was a report of sewerage in High Street due a blocked sewer. The matter was reported to South West Water and resolved.
- The ZedPod development adjacent to St Andrew's car park has been delayed as a result of needing to relocate a gas main. Once a new date to recommence the build has been agreed, the Council will be informed in order that signage can be placed informing car park users of the dates that will be affected.
- Further work at the play areas is required as noted in the last RoSPA reports. The outdoor team will be making repairs to the safety surfacing where shrinkage has occurred. There is a need to look at the aims and objectives of the Council with regard to a play strategy.
- The Council was featured for their work on the Emergency Plan at a pay-to-attend NALC online seminar. The Deputy Clerk was a member of the expert panel, answering questions on the importance of having a robust emergency plan and has spent some time liaising with other Councils in the process of formulating their own plans.
- 12 hanging baskets have, so far, been purchased by local businesses.
- CCTV has now been installed at the Cemetery.

*Councillor M Smith left the meeting at 19:20.*

Ref 753

27.04.2023

### **FINANCE**

To consider and note the payments, receipts & invoices. To consider other financial matters including the bank reconciliation. It was:

- a. **RESOLVED** that the Bank Reconciliations up to 31 March 2023 are approved.
- b. **RESOLVED** that the payments, receipts and invoices paid under delegation are noted and that the Council payments list is approved.
- c. **RESOLVED** that the budget to date is noted and that any virement between budgets and/or reserves are approved.

Ref 754

27.04.2023

### **PLANNING MATTERS**

Planning applications received by the Planning Authority and available to view on the [Planning Portal](#):

- a. [23/00473/FULL](#). Conversion of part of maisonette and part of retail premises to create 2 additional dwellings at 29 Fore Street, Cullompton.

**RESOLVED** that the Planning Authority is recommended to condition that the exterior of the premises (including the roof) is renovated at the same time as the interior works and that the Council is invited to a site visit with the Planning Authority when it is conducted.

- b. [23/00539/TPO](#). Application to remove 4 lowest limbs, crown reduce south aspect by 2-3m and remove any major deadwood of 1 Monterey Cypress protected by Tree Preservation Order 15/00008/TPO.

**RESOLVED** that this application is returned to the Planning Authority without comment.

- c. [23/00483/LBC](#). Listed Building Consent for change of window colour at Old Bridge Farm, Mutterton, Cullompton.

**RESOLVED** that this application is SUPPORTED.

- d. [23/00533/FULL](#). Installation of a community ceramic artwork at Cullompton Baptist Church, High Street, Cullompton.

**RESOLVED** that, as this the Council is a stake holder in Creative Cullompton, that this application is returned to the Planning Authority with NO COMMENT.

- e. [23/00534/FULL](#). Installation of a community ceramic artwork at 7 Fore Street, Cullompton.

**RESOLVED** that, as this the Council is a stake holder in Creative Cullompton, that this application is returned to the Planning Authority with NO COMMENT.

- f. [23/00609/OUT](#). Outline for the erection of 3 dwellings and formation of access at Land at NGR 301131 107520 (Milkmoor), Tiverton Road, Cullompton.

**RESOLVED** that this application is SUPPORTED.

- Ref 755  
27.04.2023 **BANKING SIGNATORIES**  
To agree signatories for all bank accounts.  
**RESOLVED** that Councillors J Buczkowski, R Dietrich, S Holvey and M Thompson are made signatories on all accounts.
- Ref 756  
27.04.2023 **ASSET REGISTER**  
To receive a report of the Council's asset register.  
**RESOLVED** that this item is deferred to the next meeting of the Council.
- Ref 757  
27.04.2023 **GRANT AWARDING POLICY**  
The Grant Awarding Policy as drafted is to be amended to return to the previous arrangement of having two application closing dates in the Spring and Autumn of each year.
- Ref 758  
27.04.2023 **CCTV CODE OF PRACTICE**  
To approve the CCTV Code of Practice for the Council.  
**PROPOSED** that the model CCTV Code of Practice is adopted. Proposed by Councillor J Buczkowski, seconded by Councillor K Haslett.  
Councillor M Thompson requested a recorded vote:  
Those in favour of the motion: Councillors J Buczkowski, R Dietrich, G Guest, K Haslett, S Holvey, J Johns, L Knight, C Snow.  
Those abstaining: Councillor M Thompson.  
**RESOLVED** to adopt the model CCTV Code of Practice.
- Ref 759  
27.04.2023 **MDDC ASB HOUSING POLICY CONSULTATION**  
To decide whether the Council wishes to respond to the consultation.  
**RESOLVED** that the item is deferred due to concern that, as a potentially contentious matter that may breach the pre-Election period restrictions. MDDC are to be informed that that the Council wishes to have its voice heard when the pre-Election period has passed.
- Ref 760  
27.04.2023 **STORAGE OF TRAILER**  
To review storage options for the new mower and trailer.  
**RESOLVED** that the St Andrew's Car Park container is rotated by 180° in order that the new lawn mower and trailer can be stored.
- Ref 761  
27.04.2023 **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 therefore excluded from this part of the meeting.

Ref 762

27.04.2023

**FINANCE SYSTEM AND APPS**

To agree a Council Finance system and apps required for Council administration operations.

**PROPOSED** that the Council moves to Edge for its financial recording package. Proposed by Councillor K Haslett, seconded by Councillor G Guest.

MT requested a recorded vote.

Those in favour of the motion: Councillors J Buczkowski, R Dietrich, G Guest, K Haslett, S Holvey, J Johns, L Knight.

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

**RESOLVED** to contract the CloudyIT apps for a period of 12 months.

Meeting closed at 21:00