



Town Clerk: Daniel Ledger
Town Hall, 1 High Street, CULLOMPTON, EX15 1AB
www.cullomptontowncouncil.gov.uk

**MINUTES OF A MEETING OF THE SERVICES, PROPERTY AND OUTDOOR SPACES COMMITTEE OF
CULLOMPTON TOWN COUNCIL HELD AT THE TOWN HALL, CULLOMPTON
ON TUESDAY 14 MARCH 2024 AT 7PM**

Present:

Councillors: E Buczkowski, J Buczkowski, P James, Regardsoe, T Spring, C Snow, M Thompson (Chair).

Officers: The Town Clerk, Deputy Clerk, Admin Assistant.

Others: Mid Devon District Councillor S Robinson.

S23/024 Apologies for Absences. There were no apologies for absence made.

S23/025 Declaration of Interest and Dispensations. The following Declarations of Interests were made:

1. None.

S23/026 Public Question Time. There were no members of the public present.

S23/027 Minutes. The minutes of the ordinary committee meeting held on 9 November 2023 were adopted as a true and correct record of the meeting. They were signed as such.

S23/028 Play Areas.

1. The Deputy Clerk orally reported, in terms of the Veteran Oak tree at Headweir Road, that:
 - 1.1. A detailed decay mapping exercise and a thorough assessment of the crown of the tree will take place in the Summer once the tree is in full leaf.
 - 1.2. There is no concern currently for any limbs, including the primary lateral limb that is currently supported.
 - 1.3. It is recommended that such an inspection takes place every other year with recommendations implemented as required.
2. To receive the results of a geological survey into suspected subsidence at Tufty Park and decide on any further actions.

RESOLVED that a final decision on the matter of subsidence at Tufty Park is deferred in order that a Structural Engineer can inspect the site and drainage surveys can be undertaken with reports on work required to make the area stable. The Town Clerk is to have the survey work undertaken if it is within his delegated authority with quotes for remedial works to be brought back to Committee.

3. The actions taken to affect the management of moles at River Drive/Culm Lea Play Area and the Cemetery were NOTED.

4. **RESOLVED** that formal quotations are obtained for the installation of hoop top fencing at Headweir Road play area, Tufty park and the Upcott Field play area and taken to Full Council for resolution.

S23/029 Cemetery

1. **RESOLVED** that the location of the Memorial Garden is to be in the Cemetery (West) rather than the Cemetery (East) with landscaping and planting installed to screen the car park and containers. The proposed family graves will be reduced in number or relocated to accommodate the Memorial Garden.
2. The update on works to remedy pest mounds in the Cemetery (East) was NOTED.
3. **RESOLVED** that the work priorities are as follows:
 - 3.1. Reinstatement of the pathways in the Cemetery (East) in Year 1.
 - 3.2. Refurbishment of the Chapel including any issues with subsidence and the floor in Year 1/2.
 - 3.3. Refurbishment of the Mortuary in Year 2.
 - 3.4. Remaining works in Y3 and Y4.

S23/030 Other Outside Spaces. The report regarding the cleaning of the War Memorial was NOTED. The Committee was informed that Mid Devon District Council are proceeding with plans to clean the Memorial as part of the HAZ project and it was hoped that work would be completed by the end of March 2024.

RESOLVED that the EMR for War Memorial cleaning and maintenance is increased.

S23/031 Work Plan. To prioritise the produced work plan.

RESOLVED that the priorities are:

1. To ensure that the public toilet is in an acceptable condition before it is formally adopted by the Town Council.
2. That, even without Devon County Council support, the proposal to install public EV charging facilities at St Andrew's car park is progressed.

S23/032 Forward Plan. The Forward Plan was NOTED. It was noted that the outside spaces consultation should be included in the Forward Plan.

S23/033 RESOLVED that, in accordance with the [Public Bodies \(Access to Meetings\) Act 1960 Section 1\(2\)](#), the public and press are excluded from the meeting as disclosure is considered prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

S23/034 RESOLVED that Steve Eastland Design Limited is contracted to update his Cemetery Chapel and Mortuary Condition Report at a cost of £640.00.