



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, 11 APRIL 2024 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**

Date of Summons: 5 April 2024
Date of Meeting: 11 April 2024

Dan Ledger
Town Clerk/RFO

AGENDA

1. **Apologies for Absences.** Council to receive apologies for absence and consider the reasons given ([LGA 1972 s85\(1\)](#)).
2. **Declaration of Interest and 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).
3. **Member Questions.** To enable members to ask questions of the Town Clerk. It should be noted that questions raised will not trigger a debate or a decision and it may not be possible to respond substantively at the meeting to allow time for advice or research to be undertaken.
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 the Ordinary Meeting of Cullompton Town Council held on 28 March 2024.
6. **Exclusion of Press and Public.** 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.
7. **Complaint.** To consider the best way forward for the outstanding Complaint against a member of staff.

8. **Legal Matters.** To receive an update on legal matters.
9. **Staffing Matters.** To receive an update on staff appraisals.



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MINUTES OF AN ORDINARY MEETING OF CULLOMPTON TOWN COUNCIL
DATED THURSDAY, 28 MARCH 2024 AT 7:00PM
AT CULLOMPTON TOWN HALL

PRESENT:

Councillors: E Buczkowski, J Buczkowski, R Dietrich, L Knight*, C Matthews*, P Regardsoe, T Spring, J Stanford, M Thompson, C Snow

Officers: The Town Clerk, Deputy Clerk.

Others: 4 Members of the Public.

* For part of the meeting following their co-option to the Council.

C23/138 Outside Reports. Devon County Councillor J Berry submitted a written report that was circulated to all Councillors. A copy of this report is at Appendix 1 to these Minutes.

C23/139 Apologies for Absences. Councillor P James, District Councillor S Robinson.

C23/140 Declaration of Interest and Dispensations. The following Declarations of Interests were made:

1. J Buczkowski declared an ORI in Item 10.5 as he is a Trustee of Cullompton Scout Group and an ORI in Item 12 as an Elected Member of Mid Devon District Council. He further declared that he was a professional advisor for other applicants and would leave the room for the entire Agenda Item relating to grant applications.
2. E Buczkowski declared an ORI in Item 10.5 as she is Group Secretary of Cullompton Scout Group, an ORI in Item 12 as she is an Elected Member of Mid Devon District Council and an ORI in Item 10.3 as she is a Trustee of the Cullompton Community Association representing Cullompton Town Council. She also declared that she would leave the room for the entire Agenda Item relating to grant applications.

C23/141 Member Questions. There were no member questions.

C23/142 Public Question Time. The following questions were received from members of the public present:

1. Speaker 1 – Spoke about the area between the Leat and Tesco; will the Town Council pressure Tesco to deal with the fence, the trees and the rubbish in the hedges? *The Council committed to contacting Tesco on the matter.*
2. Speaker 1 – What will happen to the archive material when the Council's administrative function moves to The Hayridge? *The Council will respond in due course.*

C23/143 Correspondence, Comments and Complaints. The Town Clerk reported that there had been 87 correspondence items, including 2 compliments and 3 complaints.

Council NOTED the report.

C23/144 Minutes

RESOLVED that the Minutes of the Ordinary Meeting of Cullompton Town Council held on 1 February 2024 were adopted as a true and correct record of the meeting; they were signed as such.

C23/145 Co-options.

1. **RESOLVED** that the application for Sue Robinson is deferred until the applicant is able to attend a Council meeting.
2. **RESOLVED** that Lloyd Knight is co-opted to Cullompton Town Council. Cllr Knight signed the Councillor Acceptance of Office and joined the meeting.
3. **RESOLVED** that Cheyenne Matthews is co-opted to Cullompton Town Council. Cllr Matthews signed the Councillor Acceptance of Office and joined the meeting.

C23/146 Working Group Recommendations with the Play Area and Street Furniture Consultation

1. **RESOLVED** that all recommendations in the agenda report are approved.
2. **RESOLVED** that the draft Consultation 17/04/2024-31/05/2024 is approved for production and distribution. The Town Clerk is delegated to produce the consultation, finalise advertising material and have the leaflet delivered door-to-door at a cost of £435.00.

C23/147 Committee Minutes. Committee Minutes Presented:

1. Community, Economy and Tourism Committee of 8 February 2024.
2. Governance, Finance and Resources Committee of 22 February 2024.
3. Planning, Licensing and Strategic Growth Committee of 13 February 2024 and 5 March 2024.
4. Services, Property and Outdoor Spaces Committee of 14 March 2024.

Council NOTED the Committee Minutes presented.

C23/148 Finance.

1. Council NOTED the Bank Reconciliations up to 29 February 2024.
2. Council NOTED the payments made under delegation and receipts received. There was no Council payment list at the meeting requiring authorisation.
3. **RESOLVED** to APPROVE the budget to date and the virements listed in the agenda report including those requested verbally:
 - 3.1. Transfer of Office Equipment EMR to the main budget in order to facilitate the move to The Hayridge.
 - 3.2. Transfer Cemetery Paths EMR to main budget to pay for Chapel works.
 - 3.3. £1,000 transferred from Youth Services Grant Fund to Community Grant Fund.
 - 3.4. Carry forward of costs related to the Community Consultation to 2024-25 Budget and taken from the General Reserves.
 - 3.5. £700 from the General Reserves to part-fund equipment for the flood resilience container.

4. **RESOLVED** to establish a new budget line for the new Town Council Office space, budget to be taken from Earmarked/General Reserves and allocated by Council at a future meeting.
5. **RESOLVED** that £3,300 is transferred from the General Reserve and that the 2023-24 Grant Budget surplus is carried forward in order that the following Grant payments are made:

Councillor L Knight declared interests in 5.5.1 (as a lifelong friend of the applicant) and 5.5.4 as he is a Trustee of the Cricket Club.

- 5.1. **RESOLVED** that a grant of £500.00 is made to Bradninch Youth Club.
- 5.2. **RESOLVED** that a grant of £500.00 is made to Cullompton Arts House.
- 5.3. **RESOLVED** that a grant of £700.00 is made to the Cullompton Community Association.
- 5.4. **RESOLVED** that a grant of £1,000 is made to Cullompton Cricket Club.

Councillor C Snow departed the meeting at 20:13.

- 5.5. **RESOLVED** that a grant of £750.00 is made Cullompton Scouts.
- 5.6. **RESOLVED** that a grant of £500.00 is made to Gift of A Burrow for Allotments.

Councillor C Snow rejoined the meeting at 20:17.

- 5.7. **RESOLVED** that a grant of £850.00 is made to the School Pastors.
- 5.8. **RESOLVED** that a grant of £200.00 is made to the Walronds Preservation Trust.
- 5.9. **RESOLVED** that a grant of £1,000 is made to the Friends of Willowbank Primary School.
- 5.10. **RESOLVED** that a grant of £500.00 is made to Weird Sticks CIC.

C23/149 Governance.

1. **RESOLVED** that the resignation of former Councillor J Johns is NOTED and that a letter of thanks is written.
2. **RESOLVED** that a replacement for J Johns on the Town Team is deferred until the Annual Meeting of the Council.
3. **RESOLVED** that a nomination to the Cullompton Swimming Pool Campaign will be deferred until the Annual Meeting of the Council.
4. **RESOLVED** that:
 - 4.1. The existing Committee Structure is dissolved, and that Full Council will meet each month.
 - 4.2. Responses to planning applications are delegated to the Town Clerk unless called in by members on receipt of major or noteworthy applications. The standard response will be *"The Council notes the application and wishes to pass no comment."*
 - 4.3. The December 2024 Council meeting will be moved forward one week, and the August meeting will remain in place.
 - 4.4. A Human Resources Committee will form and will meet on an ad hoc basis, with Terms of Reference to be drafted.

5. **RESOLVED** that the revised Emergency Plan v7.1 is adopted subject to the amendment of the Mayor's name listed.

Councillors J Buczkowski, E Buczkowski and L Knight declared ORIs and departed the meeting at 20:45.

C23/150 Town & Parish Charter Review.

RESOLVED that the Parish and Town Charter is agreed.

Councillors J Buczkowski, E Buczkowski and L Knight rejoined the meeting at 20:50.

C23/151 Annual Parish Meeting Arrangements

RESOLVED that the Annual Parish Meeting will take place on 15 May 2024.

C23/152 Former Cllr Eileen Andrews Tribute

RESOLVED that that interment fees are waived for the Late Eileen Andrew's funeral.

C23/153 Farmer's Market

RESOLVED to write a letter of support to the Farmers' Market in their application for a grant from the Vibrant Town Centre Fund.

C23/154 Play Area Fencing

RESOLVED that bow topped fence is installed at Headweir Road, Tufty Park and Upcott Field play areas to a budget ceiling £24,999.00 funded from the Future Projects EMR. Council wished to have this project completed by 31 July 2024. Delegation is given to the Clerk to implement the project to completion.

C23/155 Forward Plan.

RESOLVED that the lease for the move to the Hayridge Centre be added to the Forward Plan. The Forward Plan was AGREED.

As the time was 21:00, the remainder of the Agenda was deferred and the meeting was closed in line with Standing Order 3(x).

DEVON COUNTY COUNCILLOR J BERRY'S UPDATE REPORT

DCC Budget

Thanks to the Leader, Portfolio Holder for finance, Officers and staff, Devon County finances have been carefully managed during the difficult years while government funding reduced and through the Pandemic, Devon is in a more secure financial position than many other counties. Tough decisions have had to be made and Council Tax will have to rise by 4.99%. The budget for 23/24 amounted to £699,575,000 – for 2024/25 it is £743,382,000, an increase of £43,807,000, amounting to 6.3%.

Junction 28, New M5 Junction and Cullompton Relief Road

I attended DCC Cabinet speak in support the application for funding for the Cullompton Town Centre Relief Road, and I am delighted to report that following the Consultation, the application for funding for Junction 28, a new motorway junction and the Cullompton Relief Road has been approved. Plans will be submitted as the Strategic Outline Case, the first of three, in the Large Local Majors Fund Business Case application, which if approved by the DfT will result in funding to complete the scheme.

The preferred scheme proposing a new motorway junction to the south of the existing M5 Junction 28, additional to the existing all-movements junction, would include south facing slip roads only enabling traffic access to or from the M5 motorway via a southbound on slip. Access to and from the north of the M5 would be via the existing motorway junction. The new junction would consist of a single bridge across the railway and M5 and can only provide south facing slip roads due to its proximity to Junction 28. More traffic travels between Cullompton and Exeter, hence the decision for a junction to the south, and it also links with planned development at Culm Garden Village. The scheme would also provide a connection to the proposed Cullompton Town Centre Relief Road – the already approved design from 2021 Planning remains unchanged .

The M5 Junction 28 and Relief Road improvements would allow the full build out of all Local Plan and additional growth of the Culm Garden Village to 5,000 houses . The Town Centre Relief Road will connect Duke Street in the south to Station Road in the north, with a fourth arm added to the Millennium Way roundabout. The route will pass through the public open space and sports pitches, staying close to the railway line to avoid additional disruption to the Cullompton Community Association (CCA) fields. As per the original plans, the cricket club will be relocated to the east of the M5, with reconfiguration of the bowling club and football club pitches within the existing area. All of the sports clubs are in agreement with these proposals.

This scheme also includes upgrades to the walking and cycling routes through the CCA fields and additional links along Meadow Lane to the Community College, increasing the attractiveness of walking and cycling in the town I have campaigned for a bridge to allow CCC students to cross safely, and another across the J28 and will continue to do so.

Public Consultation between 13th December 2023 and 5th February 2024 , online and with paper options, resulted in the following responses: Community Center drop in 120 people, Hayridge drop in 80 people; 868 online responses were received from local people and 16 from local organisations. More than 90% supported the need for the Relief Road and improvements to M5 J28, 79% supported improvements. Written comments were received from 544 people. I share the concern expressed by many regarding the need for speedy delivery.

Consultation on Walking and Cycling routes for Cullompton and Tiverton

Also East Devon is open until 7th April to have your say go to <https://devoncc.sharepoint.com/:b:/s/PublicDocs/Corporate/EXS84IQjtrdGjPnQPt3bzwBE0FHZuXNcleJh4YzymbE Ug> on the newspage of the DCC website.

Active Devon Free Cycle Training Sessions for Adults and children are available. To book go to the Active Devon Website where sessions can be booked online

Easter Holiday Activities and Food (HAF) programmes

Funded by the Dept of Education the programme offers free physical activities and healthy, nutritional hot meals to children of low-income families. 80 providers and 6,000 places are available across Devon for children aged five to 16 years who receive free school meals. Activities include cooking, crafts, sports coaching, outdoor and forest activities, music, dance and more. Details on the DCC website, interactive map and you can book directly with providers.

Thanks to all the volunteers for their valuable work throughout the year.

Very best wishes for Easter. Here's hoping it will stop raining by then!

John Berry

Devon County Councillor for Cullompton and Bradninch.

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