



**CHUDLEIGH TOWN COUNCIL**  
**Meeting of Full Council**  
Monday 15 July 2019: 7pm: Town Hall

- 1) **Public Participation:** Councillor Keeling, speaking as a member of the public, asked that councillors awaiting the end of prayers remain quiet whilst waiting in the corridor.
- 2) **In attendance:** Councillors Tinkler (Mayor), Baxter, Frost, Boston, Keeling, Lorraine Evans, Shaw, Castle and John Evans. Also in attendance Derek Hardy CADAS), Sam Hall (MDA), 3 members of the public and John Carlton (The Clerk).
- 3) **Apologies:** Councillors Webb, Bushell, Bellchambers and Bennett.
- 4) **Declaration of members' interests:** Councillors Lorraine Evans and Keeling declared a non-pecuniary interest in the item proposing that the Town Council take over control of the Palace Meadow play park from TDC. As District Councillors they felt it right that they should not participate in the debate and vote.
- 5) **Confirmation of Part 1 and 2 of the meeting:** The Chair advised that there would not be a part 2.
- 6) **County Councillor's report:** In the absence of Councillor Brook there was no report.
- 7) **Police report:** No report provided. There was a discussion regarding the arson attack on the youth shelter at Millstream Meadow last night. Councillors were content for photographs of the damage to be shared with the MDA (**Action point 1**). They also wanted the Clerk to write to the office of the Police & Crime Commissioner seeking a more visible police presence in the town (**Action point 2**). The Clerk advised that he was trying to arrange a meeting with the TDC ASB officer, Space and the police. The Clerk confirmed that Space had been asked whether they could increase their presence in the town and, if so, at what cost. He was awaiting a response. Councillors asked whether an appeal for any witnesses had been published. The Clerk confirmed that it had. He added that CCTV footage could not be published and could only be viewed by Town Council staff and partner agencies. It would be a breach of GDPR regulations to allow public viewing of the footage.
- 8) **Mayor's report:** The Mayor reported that he had the honour of opening the Chudfest fete over the weekend. He had been most impressed with both the organisation and attendance at the event. He placed on record his thanks to the volunteers who had given up their time to make the event such a success.
- 9) **District Councillors report:** Councillor Keeling and Councillor Evans provided a written report. See appendix 1. Councillor Evans reported that she had been appointed as the TDC governor to South Devon Healthcare Trust. She also expressed concern about the proposals to reduce the out of hours service provided by Devon Doctors. She announced that TDC were undertaking a residents satisfaction survey and asked that survey forms be placed in the two GP surgeries and the dental surgery. (**Action point 3**). Councillor Keeling provided an update on the Rocklands development. There was now a clear and costed plan to widen the Station Hill footpath in the vicinity of Gordon Lodge. There was a cost of £75,000 to demolish and rebuild the stone wall. Some of this would be funded by the diverting of section 106 funds for a travel plan to this project. However, there was also a need for TDC, DCC and the Town Council to fund the shortfall. The Clerk advised that he was awaiting details of what County Highways required from the Town Council. However, he wanted to be assured that Highways had fully explored the funding available from the larger authorities before he brought a resolution to Council. Councillor Frost felt that the Town Council should not have to pay for the widening of the footpath. Councillor Castle was of the impression that the cost of the widening would be met in full from the redirecting of travel voucher funds in the section 106 agreement.

He was aware of the desire of councillors to introduce a “No idling” zone outside the Town Hall. However, there were no such zones within Teignbridge. He felt that the best course of action was to write to the bus companies asking them to tell their drivers to comply with a no idling policy. **(Action point 4)**

Councillor Frost asked about the progress of the application for the development of the Rock Nursery site. Councillor Keeling replied that there were a number of issues for the applicant to address. County Highways required a highway safety assessment and were considering whether a right turn land and formal pedestrian crossing were required. There were also a number of issues regarding bat mitigation and the proximity to the SSSI site.

- 10) **Ratification of the minutes of the Full Council meeting on 17 June 2019:** Agreed as a true record. Proposed by Councillor Tinkler. Seconded by Councillor Boston.

11) **Review of action points from 17 June 2019 Full Council meeting:**

Action point No	Action required	Outcome
1	Advertise for static marshals for Beating The Bounds on Council website and Facebook	Completed
2	Ascertain why the school’s planning application has been withdrawn	The application has not been withdrawn. However, the timetable for the construction of the extension and 3G pitch has been delayed as DCC do not have an immediate need for the additional space.
3	Express concern about the continuing lack of a police report	We are awaiting the return of the local PCSO from sick leave. The reports should then resume
4	Obtain and frame Honorary Freeman scroll for Bill Stanyon	Completed. The presentation should take place at the full council meeting on 2/9/19
5	Advise CADAS that Councillor Bushell will be the Council representative, but as an observer	Completed
6	Advise Sports Centre that Councillor Tinkler will be the Council representative on their management committee	Completed
7	Arrange date for first meeting of youth committee	Completed
8	Sign the Project Development Agreement with Wild Ideas and invite Debbie Rylands to meeting of youth committee	Completed
9	Draft article seeking views from parishioners regarding the future use of one of the telephone boxes by Pet’s Corner	Completed
10	Set up shared Council calendar	This should be in place by the end of July
11	Ascertain the maintenance regime for the rainwater harvesting garden in the car park	The responsibility lies with SWW in the first year of the gardens being in place. TDC then take it over. They have asked SWW to being the planting and maintenance

- 12) **Ratification of the minutes of the Planning Committee meetings of 2 July 2019:** Agreed as a true record. Proposed by Councillor Shaw and seconded by Councillor Castle.
- 13) **Ratification of the minutes of the Environment Committee of 4 June 2019:** Agreed as a true record. Proposed by Councillor Baxter and seconded by Councillor Castle.
- 14) **Resolution: “The Town Council recognises that it is necessary to declare a climate and environmental emergency. The Council will develop an action plan to reduce the carbon footprint of the Town Hall and will work with community organisations to achieve the same for the town of Chudleigh”**  
Proposed by Councillor Boston and seconded by Councillor Shaw, before being unanimously agreed. A member of the public expressed concern that there was not a commitment to a specific target by a specific date. It was explained that details of this nature would be developed by the Environment Committee.
- 15) **Resolution: The Town Council agrees to the expenditure of £650 to replace a broken piece of kit at Millstream Meadow play park:** Unanimously agreed. Proposed by Councillor Frost and seconded by Councillor Shaw **(Action point 5)**
- 16) **Resolution: The Town Council agrees in principle to take ownership of the play park at Palace Meadow from Teignbridge District Council:** The Clerk advised that the Council had been approached by TDC proposing the handover of the play park facility together with a section 106 funding of £60,000 to pay for the necessary refurbishment. He was advising an in principle agreement to take over ownership to give the Council time to ensure that the funding was adequate. To do this he would need councillors to advise him of the nature of the facility wanted and the age group it was to be aimed at. This would then allow him to seek designs and quotations from providers. Councillors would need to determine how the public were to be consulted. Councillors voted through the resolution by seven votes to nil with two abstentions Proposed by Councillor Baxter and seconded by Councillor Boston. **(Action points 6 & 7)**  
Councillor John Evans asked whether income and expenditure figures for the car park could be obtained. The Clerk advised that he had written to the manager of the car parks team seeking that information **(Action point 8)**
- 17) **Resolution: The Town Council agrees to subscribe to Grants Online UK at a cost of £99 for a one year subscription:** Resolution agreed. Proposed by Councillor Castle and seconded by Councillor John Evans. **(Action point 9)**
- 18) **Resolution: The Town Council agrees to purchase one of the two telephone boxes adjacent to the Town Hall for the fee of £1;** Proposed by Councillor Castle and seconded by Councillor Boston. Carried. **(Action point 10)**
- 19) **Resolution: “The Town Council delegates the choice of NDP examiner to the NDP team:** Unanimously agreed. Proposed by Councillor Frost and seconded by Councillor Shaw. **(Action point 11)**
- 20) **Highways issues:** The Clerk advised that he had received several complaints about mud and stones on the highway by the site entrance to the Rocklands development. This had been reported to County Highways who would be sending an officer to the site to speak to the contractors.
- 21) **Correspondence:** The Clerk alerted councillors to the Devon & Somerset Fire & Rescue Service’s public consultation regarding proposed station closure and other operational changes. There was a mood amongst councillors that the closure of Ashburton station should be opposed. **(Action point 12)**
- 22) **Clerk’s report:** The Clerk had nothing to report.

23) **Finance Report:** Councillors received the finance report. See appendix 2. Councillors unanimously authorised the payments made during the month of June. See appendix 3. Proposed by Councillor Boston and seconded by Councillor Shaw.

24) **Committee reports**

**a) Report from Environment Committee:** Councillor Frost reminded councillors that the next meeting was on 16 July.

**b) Report from Planning Committee.** Next meets on 17 July.

**c) Report from Town Hall and Finance committee:** Nothing to report

25) **Reports from Councillors attending meetings on behalf of the Council:** Nothing to report

Date and time of next meeting: **Monday 2 September 2019** – 7pm – Town Hall.

Meeting closed: 7.55 pm

Action point no.	Action required	By whom
1	Provide the MDA with photographs and copy relating to the arson incident at Millstream Meadow	The Clerk
2	Writ to Police & Crime Commissioner seeking a more visible police presence in the town	The Clerk
3	Place TDC residents survey forms in dental and GP surgeries	The Clerk
4	Write to bus companies asking them to comply with a no idling policy outside the Town Hall	The Clerk
5	Purchase replacement play equipment for Millstream Meadow play park	The Clerk
6	Advise Lorraine Montgomery of the in principle decision to take over the ownership of Palace Meadow play park.	The Clerk
7	Consider how to consult the public over the nature of the refurbished facility at Palace Meadow play park	Councillors
8	Obtain information on income and expenditure for the central car park	The Clerk
9	Subscribe to Grants Online UK	The Clerk
10	Apply to BT to purchase one of the two telephone boxes adjacent to the Town Hall	The Clerk
11	Advise NDP team that the Council is content for them to select the NDP examiner	The Clerk
12	Respond to the public consultation by Devon & Somerset Fire & Rescue service regarding station closures and operational changes	The Clerk

Signed:

Martin Tinkler: Chair of Full Council

2 September 2019

Appendix 1

## **District Councillor's Lorraine Evans & Richard Keeling's Report to Chudleigh Town Council July 2019**

Dear Cllr's,

### **Teignbridge digital transformation on show at the LGA national conference**

Teignbridge were present at the LGA national conference showcasing the council's work on transformation.

After winning a coveted place in the LGA Innovation Zone, Kay O'Flaherty of Business Improvement & Development (BID) and Amanda Pujol – Interim Head of Service Delivery and Improvement, were showcasing the council's progress in making access to services slicker, and easier for customers 24/7.

Already nationally recognised as 'ahead of the pack' in the field of local authority digital transformation, the knowledge and good practice achieved means other authorities can benefit from the Teignbridge work. Kay has also been invited on to the speaker's platform, to talk about Teignbridge's experiences at a 'Leaders in Digital Transformation' event in London, the day after the LGA Innovation 'show and tell' session.

A update on the Rocklands Development will also be shared at the next full council.

### **Member Champions**

Leader of the Council, Gordon Hook has announce further Member Champions and said 'I am really grateful to these members taking on these roles and look forward to them advancing the causes in which they have expressed an interest'.

Cllr Lin Goodman-Bradbury – Arts and Culture Champion

Cllr Andy Swain - Anti-Social Behaviour Champion

Cllr Richard Keeling- Armed Forces Covenant Champion

Yours Sincerely

Lorraine

Cllr Lorraine Evans

District Councillor for the Chudleigh Ward

✉ lorraine.evans@teignbridge.gov.uk

☎ 07964396834 ☎ 01626854296

Richard

Cllr Richard Keeling

District Councillor for the Chudleigh Ward

✉ richard.keeling@teignbridge.gov.uk

☎ 07958500783 ☎ 01626681092

Appendix 2

## **FINANCE REPORT TO FULL COUNCIL: July 2019**

### **Balances at 9 July 2019**

Current account	£10,927.11	
Deposit Account	£161,738.81	£20,000 transferred to current account during June/July
Building maintenance account	£13,002.17	It was agreed to set aside £6,500 per annum to build up a building maintenance fund. Its initial primary purpose is for the re-plastering of the Woodway Room.

Ring-fenced funds included in the deposit account above:-

£123 from DCC for P3 grant (footpaths)

£1,201: The surplus in the Fore Street project fund.

£4,706.82 CIL funds (£2,667.44 received in April 2019)

£1,440 from Groundwork UK to cover NDP expenses

Total: £7,470.82

John Carlton  
Town Clerk  
9 July 2019

### Appendix 3

Date	Cheque No	Payee	Goods/services provided	Out	Deposits	Balance	Checked (Initials and date)
						£7,423.97	
4/6/19	DD	SAGE	Accounts package	£33.05		£7,390.92	
9/6/19	DD	Aviva	Monthly insurance premium	£533.77		£6,857.15	
15/6/19	DD	TDC	Rates (cemetery)	£112.00		£6,745.15	
18/6/19	DD	SAGE	Additional user fee	£6-00		£6,739.15	
15/6/19	DD	CompWiz	IT Maintenance contract	£54-00		£6,685.15	
1/6/19	DD	SWW	Water (WR)	£50.21		£6,634.94	
1/6/19	DD	SWW	Water (TH)	£26.00		£6,608.94	
14/6/19	DD	Marsland Nash	Payroll	£42.00		£6,566.94	

24/5/19	006423	Simon Jones	Grass cutting at cemetery	£355.00		£6,211.94	
5/6/19	006424	Simon Jones	Grass cutting at Culver & Two Oaks	£125.00		£6,086.94	
5/6/19	006425	Simon Jones	Grass cutting at Millstream Meadow	£165.00		£5,921.94	
3/6/19	ACT	John Carlton	Reimbursement of ticket purchased for Rural Futures conference	£11.25		£5,910.69	
3/6/19	ACT	Viking	Copier paper, flip chart and cleaning supplies	£370.62		£5,540.07	
3/6/19	ACT	Devon Contract Waste	Confidential waste service	£66.00		£5,474.07	
10/6/19	DD	PWLB	Loan repayment: Town Hall renovation	£2,798.99		£2,675.08	
10/6/19	DD	SSE	Electricity Q1	£1,754.01		£921.07	
5/6/19			Transfer from deposit account		£10,000	£10,921.07	
10/6/19			Deposits		£386.00	£11,307.07	Room hire
10/6/19			Deposits		£402.00	£11,709.07	Room hire
4/6/19			Deposits		£225.62	£11,934.69	Room hire
7/6/19			Deposits		£175.00	£12,109.69	Room hire
30/6/19	DD	Cannon Hygiene	Sanitary services	£409.97		£11,699.72	
18/6/19	DD	Thirsty Work	Bottled water	£39.24		£11,660.48	
10/6/19	ACT	Domestic Bliss	Contract cleaning	£552.50		£11,107.98	
10/6/19	ACT	Clive Edgecombe	Window cleaning	£60.00		£11,047.98	
14/6/19	ACT	Mole Valley Farmers	Post and cement to repair bug hotel	£40.08		£11,007.90	
14/6/19	ACT	NALC	Publications for new councillors	£229.87		£10,778.03	
10/6/19	ACT	SW Phormiums	Replacment plants	£180.00		£10,598.03	
14/6/19	ACT	TDC	Refuse collection	£425.88		£10,172.15	
14/6/19	DD	S W Comms	Telephony & broadband	£165.58		£10,006.57	

10/6/19			Deposits		£275.00	£10,281.57	Room hire
11/6/19			Deposits		£1,905.00	£12,186.57	Room hire
19/6/19	DD	Gazprom	Gas (TH)	£88.37		£12,098.20	
19/6/19	DD	Gazprom	Gas (WR)	£120.16		£11,978.04	
17/6/19	ACT	ABC Siddalls	Skip hire (Tower Hill allotments) x 2	£400.00		£11,578.04	
17/6/19	ACT	Play Inspection Co.	Quarterly inspections	£420.00		£11,158.04	
17/6/19	ACT	G Thomas	Key cutting	£24.00		£11,134.04	
17/6/19			Deposits		£645.00	£11,779.04	
18/6/19	ACT	Simon Jones	Grass cutting at cemetery	£355.00		£11,424.04	
18/6/119	ACT	Simon Jones	Grass cutting at Culver & Two Oaks	£125.00		£11,299.04	
18/6/19	ACT	Simon Jones	Grass cutting at Millstream Meadow	£160.00		£11,139.04	
20/6/19			Deposits		£166.50	£11,305.54	
27/6/19	ACT	Staff salaries		£4,711.23		£6,594.31	
28/6/19	ACT	DCC Pension Fund	LGPS contributions	£1,093.48		£5,500.83	
24/6/19	ACT	Paper Cup Company	Paper cones	£64.50		£5,436.33	
28/6/19			Deposits		£196.50	£5,632.83	Room hire £131.50; Beating the Bounds £65
28/6/19			Deposits		£242.50	£5,875.33	Room hire £128; Beating the Bounds £75; allotments £9.50; P/C £30
17/6/19	DD	PWLB	Loan repayment: Allotment site purchase	£814.21		£5,061.12	