

# CULLOMPTON COMMUNITY ASSOCIATION

## Minutes of the CCA Council meeting convened on Wednesday 20<sup>th</sup> February 2013

**Present:**

Members of the Council:

Ashley Wilce (chair), Eileen Andrews (vice chair), Cheryl van der Salm (minutes secretary), Moira Lear, Marcus Scott, Sharon Vaughan, Rod Crocker, Brian Mitchell, Lynn Read, Janet Sutton Webb, Jim McPherson, Penny Marshall, John Chard

Members of the public:

Nick Savage

**Apologies:**

John Mapson, Angela Vigar, Peter Vile

Agenda Item	Action by:
<p><b>Minutes of the last meeting on 16/01/2013</b></p> <p><b>Proposal: Accept with no amendments.</b></p> <p>Prop: EA      Sec: LR      Unanimous</p>	
<p><b>Matters Arising</b></p> <p>Nick Savage has asked to be considered for co-option</p> <p><b>Proposal: To co-opt Nick Savage as a Council member</b></p> <p>Prop: AW      Sec: EA      Unanimous</p> <p>Nick joined the meeting.</p>	
<p><b>“Way Forward”. Implementation of new committees and constitution</b></p> <p>AW reported that all processes are in place and the changes to the constitution have been approved by the Charities Commission. It just remains now to decide when to implement the new committees and constitution. He suggested that the AGM would be an appropriate time.</p> <p>JSW suggested that this is a good opportunity for positive publicity for CCA and that the changes should be announced with some fanfare. A launch in late March would coincide with the first anniversary of the Jubilee Wood and would gain interest and hopefully offers of support from members of the public before our AGM. As part of a co-ordinated PR strategy JSW is prepared to do a sponsored sky dive. These ideas were well received by Council.</p> <p><b>Action: JSW to proceed with the PR campaign</b></p> <p>JC suggested that whilst the AGM would be a good time to introduce the new constitution and the other new committees, the Fields Committee should be implemented immediately as there were immediate issues concerning the fields to be dealt with.</p> <p><b>Proposal: To institute the Fields Committee with immediate effect</b></p> <p>Prop: JC      Sec: LR      Unanimous</p> <p>AW then asked for nominations for members of the Fields Committee. The following</p>	<b>JSW</b>

<p>people were proposed:</p> <table border="0"> <tr> <td>John Chard</td> <td>Sec: AW</td> <td>Unanimous</td> </tr> <tr> <td>Marcus Scott</td> <td>Sec: JMcP</td> <td>Unanimous</td> </tr> <tr> <td>Penny Marshall</td> <td>Sec: JSW</td> <td>Unanimous</td> </tr> <tr> <td>Brian Mitchell</td> <td>Sec: JSW</td> <td>Unanimous</td> </tr> <tr> <td>Moira Lear</td> <td>Sec: PM</td> <td>Unanimous</td> </tr> </table>	John Chard	Sec: AW	Unanimous	Marcus Scott	Sec: JMcP	Unanimous	Penny Marshall	Sec: JSW	Unanimous	Brian Mitchell	Sec: JSW	Unanimous	Moira Lear	Sec: PM	Unanimous	
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<p><b>Repairs to middle bridge</b> AW is still waiting for quotes for the work.</p>																
<p><b>Play equipment repairs</b> LR reported that work is complete and payment has been made.</p>																
<p><b>Drainage ditch</b> AW is arranging a meeting with Network Rail who have confirmed that they own the ditch. AW is trying to determine who owns the land on the other side of the ditch and has requested the deeds from Ashfords.</p>	<b>AW</b>															
<p><b>Cycle Track</b> As a follow on from the discussion at the last meeting, AW invited opinions on the possible upgrading of the main track through the fields to a cycle track. There was general agreement that this would be a good idea. EA said that this had been an aspiration of the CCA for some time.</p> <p>JC raised the issue of the extra cost involved in asphaltting the track. AW explained that DCC has money available for cycle tracks and would also maintain it once it was completed. DCC's starting point is whether the landlord agrees. JSW raised the issue of how this would fit in with our existing application to Viridor to upgrade the track with an improved gravel surface. AW explained that the grant would still be needed for immediate upgrade of the track, as a cycle track could be several years in the future.</p> <p>CvdS raised the issue of safety if pedestrians and cyclists shared the same track. AW explained that the government approach was that tracks must be mixed use to attract funding and that this was normal practice.</p> <p><b>Proposal: That the CCA Council supports the idea of a cycle track on its land</b></p> <p>Prop: BM      Sec: LR Passed with one abstention (JSW) and one not in favour (CvdS)</p> <p><b>Action: AW to inform DCC</b></p>	<b>AW</b>															
<p><b>NS&amp;I Investment Account passbook and Income Bond interest cheque</b> LR reported that she is still waiting for both of these.</p>																
<p><b>Hockey pitch rent</b> LR reported that this has been received.</p>																
<p><b>Cullompton Rangers Football Club Rent</b> There is some confusion over why there has apparently been a shortfall in the amount of rent CRFC has been paying since its lease was renewed in 2009. CCA believes it should have been £1,500, whereas CRFC has been paying £1,200. There was a discussion about whose responsibility it should have been to ensure the correct payment was made.</p> <p><b>Action: AW and MS to meet to agree a proposed way forward to present to the next meeting.</b></p>	<b>AW and MS</b>															

<p><b>CRFC Rent and grass-cutting</b> MC reported that the CRFC's application to Awards for All was not successful. The funding would have paid for a new mower. They are now pursuing other funding sources.</p>													
<p><b>Meeting with J Guscott</b> This meeting had been arranged by Terry Snow, but was cancelled by him the day before it was due to happen. Agreed AW would not follow up.</p>													
<p><b>Finance</b></p>													
<table border="0"> <tr> <td>National Savings Income Bond</td> <td>6,000.00</td> </tr> <tr> <td>National Savings Investment Account</td> <td>2,614.07</td> </tr> <tr> <td>Natwest Business Reserve Account</td> <td>1,689.57</td> </tr> <tr> <td>Natwest Capital Reserve Account</td> <td>2,107.36</td> </tr> <tr> <td>Natwest Current Account</td> <td>4,509.96*</td> </tr> <tr> <td><b>Total Cash Assets</b></td> <td><b>16,403.55</b></td> </tr> </table> <p>* 2800 Allocated for bridge repairs</p> <p>AW reported that he is still researching alternative account/savings options and will report back at the next meeting.</p>	National Savings Income Bond	6,000.00	National Savings Investment Account	2,614.07	Natwest Business Reserve Account	1,689.57	Natwest Capital Reserve Account	2,107.36	Natwest Current Account	4,509.96*	<b>Total Cash Assets</b>	<b>16,403.55</b>	
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<p><b>Correspondence</b></p>													
<p>The letter of resignation from Brett Lewis was noted.</p> <p>As Leigh Brooks was unable to attend meetings, the Chair had been notified that the official representative on CCA from the Town Council was to be Julie Mathews; however it appeared that she to was now unable to be the Town Council Rep.</p>													
<p><b>Invitation to be member of the "Town Team"</b> Council was asked to decide if this new group was something CCA wants to support and have representation on. There was much discussion about the usefulness of this new team, and whether it would in fact be duplicating the aims of the CCA. Some members felt strongly that local councillors were over represented in the proposed new membership structure.</p> <p><b>Proposal: That the CCA applies to be the official Town Team for Cullompton</b></p> <p>Prop: JMcP No-one seconded the proposal.</p> <p>The majority of members felt that although the CCA did share some of the proposed Town Team's aims, the Town Team would have a larger remit and the CCA would not have the capacity to take on this function. It was agreed that CCA should have representation on the Town Team.</p> <p>JC and JSW expressed an interest in representing the CCA.</p> <p><b>Proposal: That the CCA accepts the invitation to be a member of the Cullompton Town Team</b></p> <p>Prop: BM Sec: AW Unanimous</p> <p><b>Proposal: That the Chair drafts a letter to accept the invitation but also to point out the areas of concern for the CCA</b></p> <p>Prop: AW Sec: CvdS Unanimous</p> <p><b>Action:</b> AW to draft letter and circulate for comments to Council members. Letter to include the following points:</p>	<p><b>AW</b></p>												

<p>√<sup>1</sup> There is too much political bias  √<sup>1</sup> CCA already has a brief to fulfil much of the function of a Town Team  √<sup>1</sup> There should be a public meeting before final decisions are made about the TT  √<sup>1</sup> CCA should have more than one representative</p> <p>JMcP to research other Town Teams around the country and report back to the next meeting.</p> <p><b>Proposal: CCA invites Amy Tregellas, Economic Development Officer for MDDC, to a future meeting to provide more information about Town Teams.</b></p> <p>Prop: SV      Sec: CvdS      Unanimous</p> <p><b>Action: SV to invite Amy</b></p>	<p><b>JMcP</b></p> <p><b>SV</b></p>
<p><b>Enquiry from Town Council re using CCA fields for Town Fayre (proposed date 30<sup>th</sup> June)</b>  AW advised that following discussions at the last meeting he had written to the Town Council to agree to the fields being used provided that the repairs to the bridge have been completed, or the CCA was indemnified against any claims relating to the use of the bridge.</p>	
<p><b>Theft of canes and covers for the saplings in the Jubilee Wood</b>  This has been reported to the police.</p>	
<p><b>Chairman's Business</b></p>	
<p><b>Hockey Field Rental – Approval of licence</b>  Marcus reported on behalf of the Youth Team that they have only been able to use this pitch once this year as the surface has been too muddy. Part of the problem is walkers taking a route across the pitch. Youth Team would like to build an extra bridge to divert walkers away from the pitch. The Chair said that he understood this to be on the 2<sup>nd</sup> field, which was not rented by the FC. This will be discussed at the next meeting, following a site visit and discussions with AW and MS.</p> <p><b>Proposal: That, subject of the amendment of the boundary of the field shown on the map, the terms of the licence are agreed</b></p> <p>Prop: AW      Sec: EA      Unanimous</p>	<p><b>AW &amp; MS</b></p>
<p><b>Playground Repairs</b>  More repairs are needed to the equipment in the playground. The twist element needs replacing and the cost of the part would be £1,100 plus VAT. An alternative is to remove that element and make safe, for a cost of £110.</p> <p><b>Proposal: To remove the twist element and make safe</b></p> <p>Prop: BM      Sec: LR      Unanimous</p> <p>In addition, the climbing frame balcony has a hole in it and the cost of repairing this would be £250 + VAT for the part and £110 + VAT to fit.</p> <p><b>Action: AW and BM will investigate if it is possible to carry out a repair ourselves and report back to next meeting.</b></p>	<p><b>AW and BM</b></p>
<p><b>Website and Social Media</b>  Nick Savage is now the administrator for the CCA website, Facebook page and Twitter. We can now accept donations online.</p>	

<p><b>Insurance Renewal</b> Renewal is due at the end of March. Insurance is currently through Community First.</p> <p><b>Proposal:</b> To give the Chair discretion to renew with Community First unless the premium required increases substantially. In that case AW will bring to the next meeting for discussion.</p> <p>Prop: AW      Sec: SV      Unanimous</p>	<b>AW</b>
<b>Any Other Business</b>	
<p><b>Eileen Andrews</b> Has received a quote from Ken White Signs to renew the sign at the Duke Street end of the fields. Quote is £160 + VAT to include fitting. The wording for the new sign was agreed at the previous meeting.</p> <p><b>Proposal: To accept the quote</b></p> <p>Prop: AW      Sec: CvdS      Unanimous</p>	<b>EA</b>
<p><b>Lynn Read</b> The Swimming Pool Campaign committee has agreed and approved the Terms of Reference for being a Section of the CCA.</p> <p>The Chair advised that since the CCA Council had already agreed to the Section request upon condition of acceptance of the Terms of Reference, the Swimming Pool Campaign was now officially a Section of the CCA.</p>	
<p><b>Ashley Wilce</b> <b>Grass cutting</b> Morrishes no longer want to cut the grass in the fields. Plandscape have cut it in the past and their prices seem reasonable. It was agreed that the Fields Committee would meet and agree a way forward.</p> <p><b>Information Board</b> EA, CvdS and ML will meet soon to progress this.</p> <p><b>AGM</b> This is planned for May and will replace the normal May Council meeting, provided that a suitable room is free on that date.</p> <p><b>Action: AW to book a room for the AGM.</b></p>	<b>CvdS</b>       <b>AW</b>
<p><b>John Chard</b> <b>Options for a sustainable crop in small field behind cricket pitch</b> JC has researched some possibilities. The field is approximately one acre, but is a flood plain, so not suitable for some uses, e.g. composting. Possibilities include: Cutting twice a year for hay; Using for additional car parking (would need to be frequently mown); Planting with coppice-type trees, e.g. willow, for a cash crop every few years. AW also suggested growing miscanthus grass for a biomass crop. These proposals will be discussed at the next meeting.</p>	
<p><b>Brian Mitchell</b> DCC has free scalplings available. AW reported that 30 tons have already been delivered.</p>	

The meeting closed at 9.00 pm

**Date of next meeting:** 20<sup>th</sup> March 2013, 7 pm at Community House

## Business pending

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√ <sup>1</sup> Dog fouling	AW - Signs for 'dogs on leads'. £100 approved
√ <sup>1</sup> Track Repairs Grant	CvDs
√ <sup>1</sup> Jubilee Wood book	JS
√ <sup>1</sup> Information Board	CvdS/ML
√ <sup>1</sup> Litter-picking	AW Awaits Tesco
√ <sup>1</sup> TAP Fund/other grant applications	AW Awaits MDDC
√ <sup>1</sup> Signs	AW Awaits CTA
√ <sup>1</sup> Savings/account options	AW
√ <sup>1</sup> Submission of Accounts	LR
√ <sup>1</sup> Community Cinema	Awaits Dom Woollatt
√ <sup>1</sup> AGM	AW - May
√ <sup>1</sup> Certificates of service	presentation at AGM
√ <sup>1</sup> Bench - playground	
√ <sup>1</sup> Sustainable crop	JC
√ <sup>1</sup> Percy's tree	EA
√ <sup>1</sup> Absentee CCA representatives	AGM