

Summary of Cullompton Town Team meeting Thursday 18 October 2018 at 2pm, Cullompton Town Hall

Present: Cllr Martin Smith (Chair), Jenny Radford, Judy Morris, Judy Smith, Roy Gould, Janet Johns, Jane Campbell, Cllr Lisa Oxford-Booth, Eileen Andrews, Ray Ursell and Kerry Baldwin.

Minute taker: Judy Morris

Apologies: Cllr Rosemary Berry (MDDC), Cllr John Berry (DCC), Andy Weston, Amy Dugard and Glen Graham

1. **Introductions and welcome:** The Chairman welcomed everyone to the meeting and everyone introduced themselves.
2. **Public Questions:** None
3. **Minutes** of the previous meeting held on 7 September 2018 were approved and signed after amending to Item 3 to read "*Caterers at Cullompton events are encouraged **not** to use single-use plastic*"

Note: Thanks recorded to Deputy Town Clerk Maria Weston for drafting the summary of the previous meeting.

4. **Funding & Finance:** The Income and Expenditure account was noted. Application for charity status is proceeding, hope to have a response from the Charities Commission for the next meeting.
5. **Vacant Seats:** Kerry Baldwin introduced herself as the representative from the Art House Project, still looking for a representative from Churches Together.

NOTE: Ray Ursell declared a pecuniary interest and withdrew from the meeting whilst the next item was discussed

6. Website

- (a) **Creation of website** Proposal received from Information Flow to set up a website for the Town Team and create a database for events etc. The website can also provide information about the Town Team, latest news, calendar of community events and contact form.

There will be no charge for the website development and set-up. Web hosting will be charged at cost. The charge for hosting and support is £18 per month, including VAT.

AGREED: That Information Flow are contracted to create a website for the Town Team and then host and support the website at a cost of £18 per month to include VAT. Proposed Martin Smith, seconded Janet Johns.

NOTE Information to be provided to Ray Ursell to post on the website.

Ray Ursell rejoined the meeting.

(b) Tiverton Museum Website to promote Mid Devon: Tiverton Museum runs the local area's Tourist Information Service. They would like to expand their work with local partners to improve the marketing and branding of Mid Devon as a tourist destination. As part of these plans they would like to create a new website and printed guide to promote Mid Devon to visitors and local residents. There will be sections on exploring Mid Devon, including information on Tiverton, Cullompton, Bampton and local area.

They are working in partnership with MDDC who are putting in a funding bid to set up the website and would like a letter of support for this new initiative.

AGREED: That the Town Team sends a letter in support of the Tiverton Museum initiative to create a Mid Devon visitor's website and guide. Chairman Martin Smith offered to write the letter. Proposed Jane Campbell, seconded Janet Johns.

(c) Setting up a Constituted Body: Hope to have a response from the Charities Commission by the next meeting.

(d) Tourism & Promotion:

Festivals Update

October Food & Drink: Festival Steering Group Chairman Jane Campbell reported that despite the poor weather conditions (wind and rain) everyone worked together to ensure that the Festival was not a disaster. Congratulation to everyone involved. It was acknowledged that there was no contingency plan for the Farmers' Market and it was not possible to erect the gazebos due to the windy conditions and, as a result, only about 5 of the 22 booked were able to trade.

The marquee erected in the Walronds garden was blown over and it was decided not to re-erect for fear of further damage to the marquee. Cookery demonstrations were moved to the Town Hall and some of the craft stalls from the Town Hall were moved to the Walronds.

Remembrance Service WW1 Exhibition in the Town Hall 10/11 November.

Christmas Lights Event 24 November, volunteer stewards needed.

SpringFest 13 April 2019, looking for ideas and sponsorship. Roy Gould suggested vintage buses to attract visitors. He agreed to draft a proposal.

Cullompton Festival Week will start last Saturday in June (29 June – 7 July), Farmers Market would like to organise a Farmers' Market on 29 June, Cllr Eileen Andrews will discuss with Festival Committee and confirm date for the Festival Market.

Roundabouts: Find out DCC views about willow sheep on the roundabouts, it was explained that there is a roundabout in Shepton Mallett with sheep on and these don't appear to create any problems so unsure why Devon County Council objects to a feature being installed on Cullompton

roundabouts. It was suggested that the members put their creative thinking heads on and come up with ideas.

(e) Any Other Projects:

- **Swimming Pool Campaign:** Liza Oxford-Booth reported that a formal dinner at Hillesden House raised £11,307.99.

(f) Street Scene:

- **Shop front grant scheme:** Two more applications for shop front grants: Vitamin Sea and Swimming Pool Campaign Shop. MDDC Economic Development Officer has submitted an application for further funding to top-up the grant fund.
- **Townscape Heritage Fund:** MDDC may apply again next year.

(g) Any other business

- **Event display system:** Ray Ursell offered to display the revised system at the next meeting and also the new website.

Date & Time of next meeting: Wednesday 5 December 2018 2-4pm Town Hall

ACTION REQUIRED:

SUBJECT		FOR ACTION
TOURISM	Chairman to write letter of support to Tiverton Museum re funding bid for Mid Devon visitors website and guide.	Martin Smith
	Draft proposal for vintage buses at Cullompton Festivals	Roy Gould
	Confirm date for Cullompton Festival Market	Eileen Andrews
	Investigate features for roundabouts	Judy Smith/Morris
	Set up display of event system and website for next meeting	Ray Ursell
	Send information to Ray to publish on website	Everyone