

# NORTH TAWTON TOWN COUNCIL

Town Clerk:  
Mrs R Rice

14a The Square North Tawton  
EX20 2EP  
Tel 01837 880121

You are hereby summoned to an Ordinary Meeting of North Tawton Town Council to be held in the Council Offices on **Tuesday 2<sup>nd</sup> October 2012 at 7.30 pm.**

Dated this 26<sup>th</sup> September 2012



Clerk of the Council

## **AGENDA**

**Open Forum** – An opportunity for the Electors and others to address the Town Council.

The Council encourages the use of an Open forum. This will allow Members of the Public to address the Town Council. Time will be limited to two minutes per person unless the Chairman rules otherwise. If research is needed members of the public are asked to indicate what is needed in advance to the clerk otherwise – if appropriate - an item will be placed on a future agenda. A brief note will be made of any discussion at this point. Please note that Councillors are not obliged to give their opinion or answer questions.

1. **Apologies for Absence** - To receive apologies from Councillors unable to attend.
2. **Declarations of Interest** - Councillors are reminded to declare any personal or prejudicial interests they may have in any agenda items.
3. **Minutes of the Previous Meetings**
  - 3.1 To approve and sign the minutes of the Ordinary Meeting of the Council held in the Council Offices 11<sup>th</sup> September 2012. (Copy attached).
  - 3.2 To approve and sign the minutes of the Planning and Estates Committee the Council held in the Council Offices on 25th September 2012. (Copy attached).
4. **Updates**
  - 4.1 Chairman to update the Council on various issues
  - 4.2 To receive a brief update on the Den Brook Community Council meetings by Cllr Mrs J Rosser and Cllr Dr P Brickley.
  - 4.3 To receive an update from Cllr N Morgan and Cllr Mrs G Hoggins following a meeting with Wallingbrook Health Group.
  - 4.3 To receive a brief update on the Patients Participation Group for Wallingbrook Health Group from Cllr G Hoggins.
5. **Ongoing issues**  
'Action Log' attached at Annex A.

- 6. Safety Inspection and Risk Assessment – Memorial Park**  
To consider the Safety Inspection and Risk Assessment carried out by Tony Mogford Associates Limited. – Annex B
- 7. Devon Heritage Centre**  
To consider letter received from Devon Record Office regarding their new Devon Heritage Centre. – Annex C
- 8. Procedures and Standing Orders**  
To consider a query raised by Cllr S Whiteley – Standing Order 1 (w) and Standing Order 15 – Annex D
- 9. Park Benches**  
To consider a query raised by Cllr S Whiteley – the whereabouts of the park benches following refurbishment of the Memorial Park.
- 10. Local Produce Market**  
To consider North Tawton Town Council supporting a Local Produce Market.
- 11. Golden Leaf Landscaping report for September – report to follow.**
- 12. Finance**
  - 12.1 Invoices.** To approve payments listed at Annex E (to follow) in accordance with bank mandate.
  - 12.2 Monthly statement** – to receive the monthly statement and to consider adoption. To make appropriate transfer from reserve accounts to current account to allow payments to be made.
  - 12.3 Shelter Devon**  
To consider the request for a grant received from Shelter Devon – Annex F
- 13. Urgent matters at discretion of Chairman** – No decision may lawfully be made under this item but matters may be discussed which involve no more than an exchange of information.
- 14. Date of next meeting**  
The next meeting of the Council shall be 6<sup>th</sup> November 2012.