

NORTH TAWTON TOWN COUNCIL

Town Clerk:
Mrs R Rice

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

You are hereby summoned to the Meeting of North Tawton Town Council to be held at the Town Hall on **TUESDAY 6TH NOVEMBER 2012** commencing at **7.15 pm.**

Dated this 31st October 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.

QUESTIONS AND ANSWER SESSION

Cllr James McInnes and Rhys Davies from Highways, Devon County Council will be in attendance for a “Questions and Answer Session”.

1. **Apologies for Absence** - To receive apologies from Councillors unable to attend.
2. **Declarations of Interests** - 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 Council meeting held in the Council Offices on Tuesday 2nd October 2012 (copy attached)
 - 3.2 To approve and sign the minutes of the Planning and Estates Committee held in the Council Offices on Tuesday 16th October 2012 (copy attached)
4. **Updates**
 - 4.1 Chairman to update the Council on various issues
 - 4.2 To receive an update on the Den Brook Community Council meetings by Cllr Mrs J Rosser.
5. **Ongoing issues**
'Action Log' attached at Annex A.
6. **Local Produce Market**

To consider the response received from North Tawton Town Hall Management Committee clarifying the difference between a coffee morning, table top sale and a local produce market, and also would the Town Hall Management Committee allow a local produce market to be held in the Town Hall. – attached at Annex B.

7. Safety Inspection and Risk Assessment – Memorial Park

At the last meeting on 2nd October 2012 it was resolved that the Planning and Estates Committee would consider the Safety Inspection and Risk Assessment – Memorial Park. – Report attached at Annex C.

8. Councillors attendance at meetings

To consider a query raised by Cllr S Whiteley regarding Councillors attendance at meetings.

(Statistics for Councillors attendance will be reported annually in April).

9. Amount of Paperwork sent with Agendas

To consider a query raised by Cllr S Whiteley regarding the amount of background paper being sent with Agendas.

8. Golden Leaf Landscaping report for October – Report to follow.

PLANNING MATTERS

9, To consider the planning application received from West Devon Borough Council and to make recommendations.

10.1 03131/2012 – Report attached.

Four Corners, North Tawton, EX20 2BY
Householder application for the erection of garden shed.

To note decision of West Devon Borough Council

10.2 02983/2012 – Report attached

6 Market Street, North Tawton, EX20 2ET
Replacement PVC windows with timber windows
Condition Consent 24/10/12

12. FINANCE

12.1 Invoices. To approve payments listed at Annex D (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.

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 4th December 2012.
For information Schedule of Meetings for 2013 attached.