

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 Ordinary Meeting of North Tawton Town Council to be held at the Council Offices on **Tuesday 1st September 2015 at 7.15 pm**

Dated this 25th August 2015



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.

Mr John Donovan, Station Manager, Devon and Somerset Fire Service is attending to introduce himself and explain his role.

1. **Apologies for Absence** - To receive apologies from Councillors unable to attend.
2. **Declarations of Interest** - Councillors are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in any items to be considered at this meeting.

If Councillors have any questions relating to predetermination, bias or interests in items on this Agenda, then please contact the Clerk in the first instance.

3. Minutes of the Previous Meetings

- 3.1 To approve and sign the minutes of the Ordinary Meeting of North Tawton Town Council held at the Council Offices on Tuesday 7th July 2015 (attached).
- 3.2 To approve and sign the notes of the Planning Committee Site Inspection held on Friday 10th July 2015 (attached).
- 3.3 To approve and sign the notes of the Council Site Inspection of The Cemetery, Memorial Park and SUDS Pond held on Wednesday 29th July 2015 (attached).

4. Updates - Please keep your update to a maximum of 5 minutes

- 4.1 Chairman to update the Council on various issues.
- 4.2 To receive a brief update from Cllr I MacLeod regarding Denbrook.
- 4.3 To receive a brief update from WDBC Ward Member.
- 4.4 To receive a brief update from Cllr I MacLeod regarding the North Tawton Engagement Group.
- 4.5 To receive a brief update from Cllr Dr P Brickley regarding the Neighbourhood Plan Project.

5. **Ongoing issues**
'Action Log' attached at Annex A

6. **Amendments to Standing Orders**
 - 6.1 **Questions/Comments from members of the public**
To consider reviewing the Standing Orders, following the six months trial, that states

"The meeting shall be suspended prior to Any Other Business to allow members of the public to comment/ask a question. Time shall be limited up to a maximum of 15 minutes".

 - 6.2 **Press and Media Policy – Standing Order 28**
To consider that the following should be added to Standing Order 28

Press release of meetings – Unless a Councillor wishes to be named the norm will be "it was suggested/proposed by a Councillor". Voting will be recorded by numbers, unless it is a recorded vote, when Councillors will be named (as minuted)

Question/Comments from members of the public – as this is not part of a Council meeting it will not be reported, unless a member of the public wishes it to be, then he or she can have the choice of being named or being recorded as "a member of the public asked/stated".

7. **Cemetery Regulations**
To consider the any amendments to the Cemetery Regulations, following the Council Site inspection on the 29th July 2015. – suggested amendments Annex B.

8. **Consultations/Newsletters/Invitations**
 - 8.1 West Devon Borough Council consultation – Draft Statement of Licensing Policy – previously circulated by e-mail
 - 8.2 Devon County Council - Community self help and community support (including the Road Warden Scheme) and Grass cutting – Annex C
 - 8.3 Recycle Devon – Say No to Junk Mail Leaflets and Letterbox stickers – Annex D

9. **Use of Council Offices for Policy Surgery**
To consider request from Devon and Cornwall Police to use the Council Offices on a monthly basis to hold a Police Surgery.

10. **Superlinks meeting – 24th September 2015 – Meldon Village Hall 7.30 pm**
To consider questions for Tony Hogg, Police and Crime Commissioner who is attending the Superlinks meeting.

11. **Community Market**
To consider the matter of a Community Market.

12. **Recycling Project**
To receive an update on the Recycling Project following the meeting with Sampford Courtenay Parish Council and other interested parties.

13. **Adopt a Kiosk**
To consider correspondence received from BT – Annex E

14. **Finger Post Sign – The Square**

To consider repainting the finger post sign in The Square and installing an additional hanging sign pointing to the Public Conveniences.

15. Townscape Group

To consider who the Chairmanship of the Townscape Group and to agree the remit of this Group.

16. PLANNING MATTERS

To consider the planning applications received from West Devon Borough Council and to make recommendations.

16.1 00702/2015

43 Fore Street, North Tawton, EX20 2DT

Householder application for single storey rear extension and window in side elevation.

16.2 00708/2015

Land West of High Street, North Tawton (known as Batheway Field)

Full application for 6 residential dwellings with associated footways, parking, landscaping and drainage (previously approved under ref. no. 01037/2013)

To note decisions of West Devon Borough Council

16.3 00526/2015

43 Fore Street, North Tawton

Prior Approval for proposed larger home extension for the erection of a single storey rear extension.

Prior approval required 1/7/15

16.4 00487/2015

2 Stoats Mews, Butts Way, North Tawton, EX20 2HP

Alterations to garage to provide visibility splay and extension to rear

Refused 7/7/15

16.5 00500/2015

De Bathe Moor Farm, North Tawton, EX20 2BE

Householder application for erection of porch and conservatory

Conditional consent 6/8/15

16.6 00571/2015

Householder application for erection of extension

Easthill Bungalow, North Tawton, EX20 2BS

Conditional consent 17/8/15

To note Appeal submitted to West Devon Borough Council

16.7 01061/2014

Cider Cottage, Yeo Farm, Yeo Lane, North Tawton, EX20 2DD

Appeal against the refusal of application 01061/2014 for change of use from holiday accommodation to full residential

Appeal lodged 17/7/15

16.8 001433/2014

Plot 1 Taw Vale Avenue, North Tawton, EX20 2AZ

Householder application for the installation of 3 rooflights to create roof space accommodation

Appeal lodged 3/7/15 – Appeal for non-determination.

To note Tree Preservation Order made by West Devon Borough Council

16.9 Tree Preservation Order N177

English Oak located in the rear garden of 10 Arundell Road, North Tawton, EX20 2HA adjoining the garden boundary with 1 Taylors Field, North Tawton, EX20 2JD
Dated 9/7/15

16.10 Consultations on prior notification change of use applications

To consider notification from WDBC regarding prior notification change of use applications – Annex F

17. FINANCE

17.1 North Tawton Engagement Group

To consider a payment to North Tawton Engagement Group of £100 towards expenses incurred (ink, posters, paper etc).

17.2 Invoices. To approve payments listed at Annex G (to follow) in accordance with bank mandate.

17.3 Monthly statement – to receive the monthly statement and to consider adoption. To make the appropriate transfer from reserve accounts to current account to allow payments to be made.

17.4 Annual Audit

To receive the Notice of Conclusion of Audit for year ended 31st March 2015.

18. Questions/Comments from members of the public

The meeting shall be suspended prior to Any Other Business to allow members of the public to comment/ask a question. Time shall be limited up to a maximum of 15 minutes.

19. Parish Matters

No decision may lawfully be made under this item but matters may be discussed which involve no more than an exchange of information.

20. Date of next meeting

The next Ordinary Meeting of the Town Council shall be Tuesday 6th October 2015.

PART II

EXEMPT REPORTS:

That under the Public Bodies (Admission to Meetings) Act 1960 (as extended by S.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

To receive quotations for the installation of central heating/hot water system in the Council Offices.

To receive a quotation for the external decoration of the Council Offices.