

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 7th July 2015 at 7.30 pm.**

Dated this 1st July 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.

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 2nd June 2015 (attached).
- 3.2 To approve and sign the minutes of the Extraordinary Meeting of the Town Council Meeting of North Tawton Town Council held at the Council Offices on Tuesday 16th June 2015 (attached).
- 3.3 To approve and sign the notes of the Site Inspection Panel of the Town Council held on Friday 12th June 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.
- 4.6 To receive a brief update from Cllr Dr P Brickley/Cllr Ms J Trehwitt regarding the Eastern Links Committee Meeting held on 25th June 2015.

5. Ongoing issues

'Action Log' attached at Annex A

6. In Accordance with Standing Order 2 j:

- Appointment of any new committees, confirmation of the terms of reference, the number of members (including, if appropriate, substitute councillors) and receipt of nominations to them.
- Review of delegation arrangements to committees, sub-committees, employees and other local authorities.
- Review of the terms of references for committees.
- Receipt of nominations to existing committees.
- Review of representation on or work with external bodies and arrangements for reporting back.

7. Amendments to Standing Orders

7.1 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".

7.2 Ordinary Council Meetings - Standing Order 2d

To consider reviewing the Standing Order 2d that reads

"..... North Tawton Town Council will normally meet monthly on the first Tuesday of each month"

It has been suggested that the Town Council should not have a meeting in August and to further agree to how the payments of some invoices for work carried out in July and transfer of funds shall be carried out.

7.3 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".

8. Cemetery Charges – North Tawton Burial Ground

To consider increasing the fees and charges for North Tawton Burial Ground (comparisons attached – Annex B)

9. Cemetery Regulations

To consider the any amendments to the Cemetery Regulations (previously circulated).

- 10. Consultations/Newsletters/Invitations**
- 10.1** West Devon Town and Parish Council Training Event – 1st September 2015, Kilworthy Park – Annex c
- 10.2** Okehampton and District Community Transport Group AGM 23rd July 2015 – Annex D
- 10.3** Update from DALC – Annex E
- 10.4** DALC Election of County Committee – Mid Devon Area – Annex F
- 11 Temporary Prohibition of Through Traffic and Parking
Fore Street, North Tawton (outside No 18)
25th August 2015 – 28th August 2015
- 12. Community Market – North Tawton Town Hall**
To consider the matter of a Community Market being held in the Town Hall.
- 13. Butts Field, Barton Street, North Tawton**
To consider suggestion from members of the public that part of Butts Field, Barton Street, North Tawton, should be used as a public car park.
- 14. TAP funding**
To consider suggestions for TAP funding, as follows:
- Cycle racks/bollards
 - Gulley emptying
 - 3rd Defibrillator – Annex G
 - Joined up Sports, Health, Activity and Community Development Project for West Devon – Annex H
- 15. PLANNING MATTERS**
To consider the planning application received from West Devon Borough Council and to make recommendations.
- 15.1 00604/2015**
North Street Motors, North Street, North Tawton, EX20 2ES
Demolition of redundant commercial garage and construction of 2-storey, 2 bed house with associated car parking spaces and amenities
- 15.2 00571/2015**
Householder application for erection of extension
Easthill Bungalow, North Tawton, EX20 2BS
- To note decisions of West Devon Borough Council**
- 15.3 00429/2015**
Barn Bouchers Hill Farm, North Tawton
Prior notification for change of use from agricultural building to C3 Dwelling – Class Q
Prior Approval Given 25/5/15
- 16. FINANCE**
- 16.1** Invoices. To approve payments listed at Annex D (to follow) in accordance with bank mandate.
- 16.2** 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. 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.

18. 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.

19. Date of next meeting

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 replacement bay window to Council Offices.