

NORTH TAWTON TOWN COUNCIL

Temporary Town Clerk:
Mrs S Say

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 12 July 2016** at **7.30 pm.**

Dated this 6 July 2016

Sarah Say

Temporary Clerk of the Council

AGENDA

The meeting will be opened at 7.30 pm

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 7 June 2016 (attached).

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

- 4.1- **Prior Notification of Absence from Meetings**

The Chairman would remind Members that notification of, and reason for absence should be submitted to the Clerk, as the Proper Officer of the Council, before the meeting takes place. Notifications may be made by letter, email or phone message to the Office.

- 4.2 – **Play Equipment in Memorial Park**

The parts to repair the play equipment have now been installed. Please also refer to item 16.3 in the Finance section.

- 4.3– **Query re sale of small area of land fronting main road at Strawberry Fields, in the ownership of the Council**

Further to a query from a resident reference the above, the Clerk has contacted the Council's solicitors, Gilbert Stevens of Crediton (formerly Symes, Robertson, Lee) – the person who can deal with this (Carol) was going on leave, but will look up the details on her return, as to the original options agreement.

4.4 - Overgrown shrubs and trees on land fronting main road at Strawberry Fields.

A request has been received from a resident, asking the Council to consider pruning an oak tree on this land, it is now seriously blocking light from her kitchen, and will soon be adversely affecting the upstairs rooms. Co-incidentally the Chairman has noted that most of the trees and shrubs on the said land are overgrown. Goldenleaf have been asked to provide a quotation for pruning shrubs, and possible removal of trees to prevent future problems with blocking light from homes, and root damage.

4.5 – Parking and signage – junction of The Square with Market Street/North Street – dangers to pedestrians.

The Clerk has written by email to our new local Highways Engineer, Daryl Jagger, to express the Council's deep concerns about pedestrian safety in particular, at this location; especially with regard to the re-siting of the pharmacy to the old bank premises. A reply is awaited. It is noted that the areas of faded white lines around the clock tower area, which were reported to Highways as a potential hazard, have now been repainted.

4.6 – Road and footpath from mini-roundabout to Bathway Fields and De Bathe Cross

4.6.1 The Clerk put an enquiry to DCC Highways Department as to the extension of the 30mph zone to go out as far as Bathway Fields. Daryl Jagger, Neighbourhood Highway Officer, has replied – he has spoken to Highways Development Management who are progressing this issue. There had been problems with land ownership (someone did not want the post on their land). Changes to Traffic Signs Regulations (rules ref where, what and how many signs should be placed) mean this is not an issue and it should be sorted out in the near future.

4.6.2 Further to a complaint from a local resident, a request has been made for the overgrown hedge/vegetation currently impeding the pavement out to Bathway Fields to be cut back, for safety reasons.

4.7 – NTTC Inspection Reports 28.6.16

The June inspection reports note that the grass at the SUDS Pond needs cutting; 2 fires have been lit under trees in the Memorial Park; and the bushes between the Memorial Car Park and the Park need cutting back.

4.8 – Wain Homes EPCs

Cllr Mrs K Tizard to provide an update reference this issue.

4.9 - Woollen Mill Site

Cllr Ms J Trehitt to provide an update further to her meeting with the proposed developers.

4.10 - Eastern Links Committee

Cllr Ms J Trehitt to report on the Eastern Links Committee Meeting of 22 June 2016.

4.11 – Repairs to Cemetery Gate and Gate adjacent to The Fountain Inn.

Contractors are to undertake these repairs in the near future, Cllr S Whiteley to update the Council on this issue.

5. Ongoing issues

'Action Log' attached at Annex A..

6. Consider purchase of outdoor table tennis table for Memorial Park

To consider purchase and installation of a concrete outdoor table tennis table (further to information being sent to the Council). There are a number of companies providing such tables. An example of pricing is for a self-assembly table, which can be supplied at a cost of £1950.00 plus VAT, including delivery to site. The table has a painted top with built in concrete 'net', and needs a hard surface to stand on (even if only a hard surface under each leg of the table).

6. Speeding traffic – bottom of Fore Street and the Bridge

To consider correspondence reference the above, received from a local resident further to minutes on the subject at previous meetings. **(See Annex B)**

7. Reference query about parked cars to be relocated to the opposite side of High Street

Further to previous discussion reference the above, the Clerk has received a response from Daryl Jagger (new area Highways Engineer). Daryl advised that there is no budget for progression of any such scheme. Additionally, he has looked at the area, and his initial reaction is that whilst this proposal would improve visibility, any such improvement would be highly likely to result in problems with speeding vehicles. Parked vehicles are known to act as ‘traffic calming’, to the extent that on road parking is actively built in to new developments for this very purpose.

8. Flooding and damaged road surface – Fore Street adjacent to 60 and 62

A local resident asked the Council to report damage to the road surface further to recent flooding – the surface of the road has been undermined by flood water and has risen so that it is above the level of the pavements. Another resident complained that her home was in danger of flooding at any time due to water run-off going down the pavement instead of into the drains, which also appear to be damaged in this area. DC highways have been informed of these issues and are due to make an inspection as a matter of urgency.

9. Proposed new dog waste bins and litter bins

Further to discussion at the meeting held on 7 June 2016, reference proposed new bins, prices have been obtained as follows:

Litter Bin – ‘Topsy Royale Bin’, capacity 90 litres, cost of bin is £152.34 (as approved at the last meeting). The ground fixing system for this bin is £13.37; concrete ballast fixing costs £11.32; ground anchor fixing for setting into wet concrete costs £22.53.

Dog waste bin – cost of metal ‘Fido 50’ bin, 50 litre capacity with dog lead holder, complete with extended base post for fixing, would be £199.68, or £180.59 without the extended post.

The Clerk has consulted West Devon Borough Council reference these proposals and they have advised as follows:

- Many parishes and organisations are having larger ‘mixed waste’ bins, as dog waste can be put into litter bins.
- Cost of emptying litter or mixed waste bins is £1 per empty per bin.
- Cost of emptying dedicated dog waste bins is £1.15 per empty.
- WDBC have a concern that larger dog waste bins might be too heavy for the contractor to empty.
- The contractor will have to be consulted ref size of the bin, and also reference any proposed relocation; in due course the contractor will wish to visit proposed relocation sites to check if they will be able to safely empty bins at the new locations.
- WDBC will provide some samples of stickers which can be put onto existing litter bins to advise that dog waste can also be put into those bins.

Further to the Clerk contacting WDBC with details of the proposed bins, for their consideration and to enable them to consult with the waste contractor, further advice has now been received from the Council. The 50 litre dog waste bin has a design fault in that the bolts inside rip the bin liner when it is emptied. The waste contractor recommends using the ‘Topsy Royale’ bin as a dual purpose bin, it can be used for dog waste and general litter. It is larger, but also cheaper. Several local councils are using it successfully as a dual purpose bin, using the stickers mentioned above to confirm it can

be used for dog waste. The waste contractor would be happy to meet someone on site in due course to confirm the proposed relocations are satisfactory.

Cllr Miss B Rice has made a request for the Yeo Lane Dog bin to be relocated to Black Clapper Bridge. It should be noted that WDBC and/or their waste contractors may consider this to be too far out of the Town. The Council to consider whether this request should be forwarded to WDBC in due course.

10. Trees with Tree Protection Orders Felled at Webbs Orchard

A report was received from a local resident that 2 or 3 trees on the boundary of the extension to the existing development at Webbs Orchard have been severely damaged by site machinery, to the extent that only a few feet of the trunks remain, the rest having been lopped off. The trees in question are believed to have Tree Protection Orders on them. The Clerk has advised WDBC Planning Department of this, and has received a reply stating that this matter will be allocated to an officer who will investigate and report back in due course. Cllr Whiteley has since confirmed that two trees have indeed been felled, and part of the hedge has also been damaged.

11. Possible future charge for garden waste collection.

West Devon Borough Council had advised that due to budgetary constraints, they were actively considering the introduction of a charge for collection of garden waste, this service currently being provided free of charge. The latest news release from WDBC on this subject, has advised that WDBC Councillors voted against this proposal, on a majority of 18 against, with 9 for the proposal. However, the statement does further confirm that WDBC face ongoing budgetary constraints. NTTC may wish to consider any possible action that could be taken if the garden waste collection is discontinued at a future date.

12. Devon Communities Together

To consider renewal of the Council's membership, due to expire on 24.7.16. The annual membership cost would be in the sum of £50.00. Please refer to Annex C for information on the benefits of membership.

13. Protocols and advice on marking the death of a senior national figure

To consider advice recently circulated from the National Association of Civic Officers, reference protocols and guidance on planning the marking of the death of a senior national figure.

14. Road Sweeping – Yewtopia

The contractor has advised that he undertakes all the general sweeping that has to be done, but is anxious not to waste the contract hours surveying the district for necessary works – it would help if we could gather information on problem areas and pass this on to him. The Council to consider the best way this could be achieved.

15. Stone walling

Mr G Cawse has reported that the stump grinding has been completed satisfactorily. The stone walling was not damaged in the process. Mr Cawse recommends that the area of wall in question should now be left as it is, he will monitor it over the coming months but does not foresee any need for major repairs, and does not recommend further works as not being best use of resources. With reference to employing a contractor to undertake minor repairs on an hourly rate basis, Mr Cawse reports that the contractors he has spoken to either do not wish to work on this basis, or have been unreliable in meeting on site. The best candidate is the contractor previously suggested. Mr Cawse regrets that workload commitments preclude him from progressing this issue on behalf of the Council and suggests the best solution is to task a direct contractor to repoint/repair the stone wall in the park, and carry out other minor labouring works.

16. PLANNING MATTERS

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

16.1 Planning Application reference 1270/16/HHO

Householder application for extension and alterations to dwelling – Little Roke, Station Road, North Tawton, EX20 2BA.

16.2 Planning Application reference 1836/16/OPA

Outline application with all matters reserved for construction of three self-build dwellings and associated works – land at SX665 101, adjacent to East of Devonshire Gardens, North Tawton.

16.3 Proposed relocation of North Tawton Pharmacy

The Council has received notification from NHS England as to the responses they received to the planning consultation reference the above. NTTC had no objections to the application. The Devon Local Pharmaceutical Committee enquired as to any interruption to the service; the applicant had said there would be no such interruption. The Devon LPC does not consider that the proposal would have significant impact on the accessibility of the Pharmacy Service.

17. FINANCE

17.1 Invoices. To approve payments listed at Annex B in accordance with bank mandate.

17.2 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.

17.3 Invoice from supplier reference playground equipment

To discuss the invoice received reference the installation of the repair items.

17.4 Annual payment to North Tawton Town Hall

It is confirmed that the relevant payment for the 2015/16 financial year was made. The payment for the 2016/17 financial year has now been sent to the NTTH Committee.

18. Questions/Comments from members of the public

The meeting shall be suspended prior to Parish Matters to allow members of the public to comment/ask a question on any **AGENDA ITEM ONLY**. Time is limited to 2 minutes per person, up to a maximum of 3 persons, unless the Chairman rules otherwise. A brief record of any points made will be included in the minutes of that meeting.

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 6 September 2016 (no meeting scheduled for August).

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.