

# 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 7 JUNE 2016** at **7.30 pm.**

Dated this 1 June 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 Monday 9 May 2016 (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 Cllr S Whiteley to update the Council on the recent Denbrook meeting.
- 4.3 Cllr Mrs C Burrow, Vice Chair, to update the meeting on the Neighbourhood Plan.

5. **Ongoing issues**

'Action Log' attached at Annex A

6. **Duty Planner Service – West Devon Borough Council Okehampton Services Centre, St James Street, Okehampton**

West Devon Borough Council have advised that the Okehampton Duty Planner service has been re-instated. Please refer to attachment for more information.

7. **Updating Local Directory**  
In view of the number of new residents moving into Bathway Fields, could we consider updating the directory and providing householders with a copy of the Directory.
8. **Dog Waste Bin – entrance to Bouchiers Close, North Tawton**  
A letter has been received from a local resident requesting that this bin be re-sited further up Bouchiers Hill on the grass verge, not adjacent to the entrance to the Close. As there are issues with the bin regularly overflowing, could a larger floor standing bin be considered for installation?
9. **Litter around the town, and possible installation of more litter bins**  
A letter has been received from a local resident, commenting on the large amount of litter particularly around the entrance roads, and specifically referring to the bottom of Fore Street and the area either side of the bridge. The nearest litter bin is adjacent to the Vets, could a bin be installed near the bridge bus stop?
10. **Dartmoor Search and Rescue Team Crowd Funding Appeal**  
To consider a request from the North Dartmoor Search and Rescue Team for a donation to their crowd-funding appeal to raise £10,000 towards a new training room. In the last year the Team searched for 29 lost or injured persons, and spent over 1000 volunteer hours supporting the Ten Tors Event.
11. **Request for grant to support Chagford Youth Cricket Schools Programme**  
To consider a request from Chagford Youth Cricket organisation, for a grant in the sum of £300 to support their Schools Coaching Programme.
12. **Alleged Speeding Vehicles – Fore Street**  
This item did appear on the Agenda for the last meeting, but it is felt we need further discussion on this issue. For information, here is a brief breakdown of the communications and actions so far:
- July 2015 - the Town Council received a letter from resident in Mill Lane, reference cars speeding over the bridge and at the bottom of Fore Street, apparently an ongoing issue.
  - July 2015 - the Council replied in writing confirming the comments have been forwarded to the Police, who advised they have a PCSO working in our area who is looking at vehicle speeds.
  - October 2015 – Further comments from local resident re traffic speed forwarded to the Police.
  - April 2016 – copies of emails from Highways to local resident further to complaint of traffic speed in Fore Street, forwarded on by Cllr McInnes. Highways are basically saying that funding is very limited, and North Tawton is not perceived as a problem and therefore not a priority.
  - April 2016 – cc of email correspondence between Cllr McInnes, Highways, and the Police. The Police requested assistance in the form of speed monitoring by highways. Highways response indicates they do not see the speeding as a problem, the road layout and parked cars form a ‘natural’ traffic calming situation. They could try and take some readings with speed gun, but need more detailed information as to the exact areas of Fore Street perceived to be a problem, and at what times of day.
  - At the previous meeting, a suggestion was made of a 20mph speed limit in certain areas of the town. Informal enquiry to DCC Highways indicates that if Highways agree there is a speeding problem they may be able to bring this into force, and they would pay. Alternatively, the Town Council would have to pay. It can cost up to £3k and take 6 months to put into place.

- 13. Audit Report**  
Further to her visit on 13 May 2016, the Council's Auditor has provided her report on the completed audit carried out for the financial year 2015/16. No problems were identified, and all relevant procedures and actions confirmed as being correct.
- 14. Chain for Chairman's Badge**  
To consider the purchase of a chain for the Chairman's badge, to replace the existing ribbon.
- 15. New Road Signs**  
Devon County Council have responded further to queries about new road signs at Gregory's and Arla entrances. An engineer has inspected and reported that the signs at Arla are the correct specification. No alterations are recommended. All other new signs around the town appear to be correct, and provide consistency in directional information.  
It has been confirmed that the Polish wording on a sign adjacent to Gregory's is correct.
- 16. Queen's Birthday Tea Party – Funding**  
To request the Council approve funding for the proposed Tea Party. It is anticipated this will be in the region of £500.00.
- 15. PLANNING MATTERS**  
To consider the planning applications received from West Devon Borough Council and to make recommendations.
- 16. FINANCE**
- 17.1 Invoices.** To approve payments listed at Annex B (to follow) 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. 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 5 July 2016.

## **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.

#### **Temporary Clerk – proposed contract.**

To consider the proposed contract for the Temporary Clerk to the Council, and if approved the contract to be signed by the appropriate parties.