

# NORTH TAWTON TOWN COUNCIL

Temporary Town Clerk:  
Mrs S Say

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

Minutes of the Ordinary Meeting of North Tawton Town Council held at the Council Offices on **Tuesday 12 July 2016 at 7.30 pm**

Present: Cllr Mrs C Burrow  
Cllr Mr M Kennedy  
Cllr Ms J Trewitt  
Cllr Mr K Hodge  
Cllr I MacLeod  
Cllr Miss B Rice  
Cllr Mrs K Tizard

## **The meeting opened at 7.30 pm**

Members of the public were present

**Open Forum-** Nothing was raised.

1. **Apologies for Absence** – Apologies for absence were received from Cllr Mr S Whiteley (Prior engagement due to date of meeting being changed), Cllr Mrs A Ponsford (Unwell), and Cllr Mrs G Hoggins (unwell). These apologies were accepted.
2. **Declarations of Interest** – Nothing was raised at this stage.
3. **Minutes of the Previous Meetings**
  - 3.1 The minutes of the Ordinary Meeting of North Tawton Town Council held at the Council Offices on Tuesday 6 June 2016, previously circulated, were agreed and signed. It was agreed to add the apologies of Cllr Mrs K Tizard to the list of apologies for that meeting. A typographical error in relation to a Cllrs name was also corrected.
4. **Updates - Please keep your update to a maximum of 5 minutes**
  - 4.1 Prior notification of absence from meetings – Members were reminded that the correct procedure is to notify the Clerk (as the Proper Officer of the Council) in advance of the meeting, by letter, telephone, or email. The Clerk will be in the office at least an hour in advance of Ordinary Meetings, and will check the answerphone and email or be there to take phone calls. Please don't notify other Members only, as they may not access their email in time.
  - 4.2 It was advised that the invoice for the repair items to play equipment in the Park will be discussed in Part II.
  - 4.3 With reference to requests to purchase areas of Council owned land adjacent to properties at Strawberry Fields, the Clerk reported that we are still waiting for further information and advice from the Council's solicitors. The Clerk will follow this up and report back to the meeting in September.
  - 4.4 We are still waiting for a quotation for removal/pruning of trees and shrubs on land adjacent to Strawberry Fields, as brought to the Council's attention by a resident. The Clerk will follow this up and report back to the meeting in September.
  - 4.5 Parking and signage in The Square, ongoing issues – the Clerk was requested to further follow this up with our local Highways Engineer.

4.6 With reference to the 30mph signs and the overgrown and dangerous footpath from the mini-roundabout to the entrance to Bathway Fields, the Clerk was requested to follow up the issue of the 30mph sign with the Highways Engineer, and also to remind Highways about the overgrown hedgerow.

4.7 With reference to the report of overgrown shrubbery between the Car Park and the Memorial Park, the Clerk was requested to ask Goldenleaf to cut this back.

4.8 There was some discussion about the apparent lack of EPC certificates provided to Wain Homes property owners. The Clerk was requested to investigate this issue and report back to the Council in September.

4.9 Cllr Ms J Trehitt provided an update on the Woollen Mill Site. Further to a consultation event in 2015, the proposed developers have been working on plans. They have held meetings with English Heritage, the Heritage Lottery Fund, and architects have visited the site. The proposed developers have funds to purchase the Mill and associated land. They have had regular contact with Matt Jones (WDBC Planning Department), and with Steve Turner from Devon County Council.

Plans include:

- Cultural space for events
- Work hub space for weaving
- Possible live/work units
- Craft workshops
- Heritage vehicles, a forge, and an engineering workshop.
- Opportunities for employment for young people.

Timescales and priorities:

- From 1 September there will be a work hub, including a weaving shed, in the old Schoolroom adjoining Lakeway church. £20k funding available from DCC to set this up, and will be available to local people to develop small businesses.
- A public meeting planned for September with Residents and the Town Council, to outline their plans.
- Something up and running at the Mill within 3 years.
- An office base at the Y&C centre.

4.10 – Cllr Ms J Trehitt reported back from the last meeting of the Eastern Links Committee. With reference to TAP funding, there are revised regulations. Parishes are supposed to work together on projects. There is a proposal to consider annual applications, in September for example. There was a report from DCC Public Health, mention being made of problems that we have locally with an elderly population, housing issues, fuel poverty – these are all issues within West Devon. With regard to issues with Highways, everyone should be aware that the local Highways Engineer should be the first point of call for all complaints and enquiries. There will be a consultation exercise on the Joint Local Plan between Plymouth, South Hams and West Devon.

4.11 Cemetery gates – these have now been repaired.

#### **Update from local District Councillor, Cllr L Watts**

Cllr Watts reported that information on the Joint Local Plan is available on the WDBC website, and comments are welcomed.

Reference the EU Referendum, there was a turnout of over 81% in West Devon, and the local vote was overwhelmingly in favour of 'Brexit'.

Green waste – discussions were held by WDBC Cllrs over plans to charge for or discontinue the green waste collection; it was agreed to continue the current free collection for the time being.

The new waste contract is progressing, 3 tenders chosen to go forward to the next part of the process, a contractor should be appointed by September.

The Localities Officer may hold ‘Drop In’ sessions, these have been popular elsewhere in the Borough, trials will be held possibly at Kirsty’s Kitchen café.

## **5. Ongoing issues**

The ‘Action Log’ was updated.

Parking issues – still under discussion.

Discount electricity – Denbrook – RES are writing to qualifying residents who have not yet registered.

Parked cars blocking emergency vehicle access – the Clerk was requested to follow this up with the Station Commander and report back to the next NTTC meeting.

Alleged abandoned vehicles in car park – there was some discussion, the vans previously reported do not appear to be left there permanently, and in any case we have no enforcement powers at present.

North Tawton Directory – it has been agreed to reprint the directory, 1000 copies, and charge £15.00 for entries, so it would be self-funding.

The Clerk was requested to put this item on the agenda for September, and to put an item in the September edition of the Roundabout for advertisers.

## **6a Proposal for outdoor table tennis table in the Memorial Park**

The Clerk advised that this item had been brought for the Council’s consideration as it would provide a facility for different age groups and for residents to use as a family facility. The Clerk was requested to forward details to Geoff Cawse to progress for consideration as part of the Park Development Plan.

## **6b Further complaints from a member of the public reference speeding vehicles at the bottom of Fore Street.**

It was reported that a further serious complaint had been received. Members agreed that lorries do try to cross the bridge when it is already occupied by pedestrian. There was some discussion as to how this might be controlled and who is responsible. The Clerk is to contact the Highways Engineer and see if he can suggest a solution. The Clerk was requested to respond to the complainant.

7. It was reported that the Highways Engineer has considered a request to investigate the possibility of the parked cars in High Street to be moved to the opposite side of the road. The Engineer had reported that this requires traffic notices etc, and would cost a sum of money for which there is no budget. Additionally, better visibility may in fact cause speeding of vehicles. Noted for information, no further action required.

## **8. Fore Street – flooding and damaged road surfaces**

Further to complaints from local residents, there was some discussion reference this issue. It was noted that the grills taking rainwater run-off were blocked with vegetation, exacerbating the problem. The Clerk was requested to find out who is responsible for cleaning the grills, and report back to the next meeting.

## **9. Dog Waste Bins & Litter Bins**

There was discussion further to information provided as to cost, size and locations of bins. Cllr McLeod proposed purchase of 3 ‘Topsy Royale’ bins (which act as mixed waste bins), to be located at Bouchers Hill, Yeo Lane, and by the Bridge. This was seconded by Cllr Tizard and unanimously agreed. The Clerk was requested to liaise with WDBC contractors as to the location, arrange purchase of the bins and suitable fixings, and arrange fitting. The Clerk will then update the bin emptying schedule with WDBC. Further to a query about locating a new bin close to Black Clapper Bridge, the Clerk was requested to check if bins can be emptied from this location.

**10. Felling of trees with TPOs**

It was noted that WDBC are to investigate, the Clerk was requested to chase this up if nothing is heard back prior to our September meeting.

**11. Possible future charging for garden waste collection**

Cllr Watts had updated the Council reference this issue, therefore this item is noted.

**12. Renewal of subscription to Devon Communities Together**

Following some discussion it was suggested that the Clerk make some checks as to whether we utilise the benefits of subscription, and only renew it if there are definite perceived benefits. This was unanimously agreed.

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

Cllr Mrs C Burrow will study the relevant document and put proposals before the Council at the meeting in September. The Clerk to include this item on the agenda.

**14. Yewtopia – Street sweeping/Parish Lengthsman duties**

Further to Yewtopia reporting that it would make things easier for them if they had more guidance as to areas requiring attention, it was agreed to progress this, and perhaps get parishioners involved in advising on problem areas. The Clerk was requested to check the remit of the Yewtopia contract and report back to the September meeting.

**15. Stone Walling**

The report from Mr G Cawse was noted, it was agreed to leave the cemetery wall as it is now that the stumps have been removed. It was further agreed that the Estates Committee discuss and agree the way forward with regard to repairs to the wall in the Park, and ongoing running repairs to other stone walls.

**16. PLANNING MATTERS**

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

**16.1 – Planning Reference 1270/16/HHO, extension and alterations to Little Roke, Station Road, North Tawton.**

Further to discussion, Cllr I MacLeod proposed the Council support the application, Cllr Ms J Trehitt seconded the proposal, and it was unanimously agreed.

**16.2 – Planning reference 1836/16/OPA – outline application for construction of 3 self build dwellings and associated works – land at SX665 101 adjacent to east of Devonshire Gardens, North Tawton.**

Further to discussion, Cllr I MacLeod proposed a neutral response, this was seconded by Cllr Mr M Kennedy. This proposal was not carried. Cllr Mrs K Tizard proposed the Council support this application, this was seconded by Cllr Ms J Trehitt. The proposal was carried by 4 votes to 3.

**17. FINANCE**

**17.1 Invoices.** Members inspected the invoices and bank statements and appropriate payments were made accordingly.

**17.2 Monthly statement.** Members received the monthly statement, it was proposed, seconded and agreed that the statement be accepted, and that the appropriate transfer from the reserve account to the current account to allow payments to be made should be progressed. (It was noted that the previous monthly statement has now been amended as agreed at the previous meeting.)

**17.3** With reference to an invoice from one of our suppliers, this matter will be discussed in Part II.

**It was further noted that the relevant payment has now been made to the Town Hall Management Committee; and also that a refund in the sum of £317.82 was made in respect of funds allowed last month to pay for items for the Queen's Birthday Tea Party.**

**18. Questions/Comments from members of the public**

The meeting was 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.

**18.1** Mrs C Hughes referred to agenda item 4.3, the owners of one of the Strawberry Fields properties in question did in fact purchase the area adjacent to their property; after some discussion it was advised that this was purchased direct from the developer.

**18.2** Mrs C Hughes referred to agenda item 4.6.2, the overgrown pavement area adjacent to Bathway Fields. Mrs Hughes reported that the pavement itself is in a very poor state due to roots from the copper beech trees adjacent. These trees are all the subject of Tree Protection Orders, so the roots could not be pruned/removed to the extent that would be required. Mrs Hughes stated that there are concerns that there could be a serious accident especially in relation to persons in wheelchairs or persons with pushchairs. There was some discussion as to who has responsibility for this issue, and could the footpath be relocated which would resolve the issue. The Clerk will gather relevant information as part of requested actions on item 4.6.2 and report back to the Council at the next meeting.

The meeting opened again.

**19. Parish Matters**

**19.1** It was noted that the Minor Injuries Unit at Okehampton Hospital is no longer in operation as from 1 Jun 2016. This does not seem to be common knowledge. The Clerk will check times and dates of opening of the alternative services, and submit the information as part of the Council's page in the Roundabout for September.

**19.2** Footpaths – it was reported that a further request has been received for footpaths near Yeo Lane to be strimmed. The Clerk will check locations and arrange for the strimming.

**19.3** – Mr H Lake has reported water puddling at the entrance to 'The Clink'. A new kerbstone would resolve this issue, and Mr Lake has already been asked to contact Highways reference this.

**19.4** – It was reported that H J Lake have kindly repainted the weather-vane at the top of the clock tower, at no cost.

**17. Date of next meeting**

Please note that there is no meeting scheduled for August, the next Ordinary Meeting of the Town Council is at 7.30 pm on Tuesday 6 September 2016.

**The meeting closed at 9.45 pm**

**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.